

**Sacramento County Department of Health Services  
Health Center Co-Applicant Board (CAB) AGENDA**

Friday, September 20, 2024, 9:30 a.m.- 11:30 a.m.

CAB Meeting Minutes

4600 Broadway, Community Room 2020, Sacramento, CA

Agenda materials can be found at

<https://dhs.saccounty.net/PRI/Pages/Health%20Center/Co-Applicant%20Board/County-Health-Center-Co-Applicant-Board.aspx>

The CAB was held in person at 4600 Broadway, Room 2020. Room 2020 is open to the public.

- Jan Winbigler attended via teleconference.

**CALL TO ORDER (9:43 AM)**

Opening Remarks and Introductions – *Suhmer Fryer, Chair*

a. Roll Call and Welcome

**PRESENT**

Laurine Bohamera – Vice Chair

Rickie Townsend – Member

Eunice Bridges - Member

Suhmer Fryer - Chair

Vince Gallo - Member

Nicole Miller - Member

Jan Winbigler (online) -Member

Corrie Brite – County Counsel

Dr. Sharon Hutchins – County Staff

Adam Prekeges – County Staff

Stephanie Hofer – County Staff

Cortney Hunley – County Staff

Nicole Reyes-Schultz – County Staff

Belinda Brent – UC Davis Staff

Colleen Mahlman – County Staff

Dr. Andrew Mendonsa – FQHC Project Director

Dr. Susmita Mishra – Medical Director

**INFORMATION ITEMS (9:35 AM)**

**1. Budget Updates -Stephanie Hofer**

- **Please refer to the Budget Handouts**
- **Stephanie Hofer**-Budget handout 2024-2025 represents the budget for the entire Health Center
- **Stephanie Hofer**-Most increases are due to SCOE for expansion to more school sites
- **Stephanie Hofer**-Object 30 OCHIN is highest mainly due to HER systems and Billing

- **Stephanie Hofer**-Object 40 Fixed Assets (5year lifespan)
- **Stephanie Hofer**-Total expenditures have increased by \$2 million (Medi-Cal reimbursements coming in should balance this out)
- **Laurine Bohamera**-General fund has a 6-point drop-is this due to vacancies/salary saving?
- **Stephanie Hofer**-Goal is to not use General Fund at all
- **Laurine Bohamera**-How?
- **Stephanie Hofer**-By increasing the number of visits and Medi-Cal revenue
- **Suhmer Fryer**-What is a General Fund?
- **Stephanie Hofer**-It is the overall County fund to pull from when the agencies are short.
- **Laurine Bohamera**-Can you explain more about the Grants?
- **Stephanie Hofer**-The total is showing what we have to claim.
- **Laurine Bohamera**-Most of them are ending in September..
- **Dr. Hutchins**-We received a no-cost extension for the Capital Grant as well as Dr. Besse's HIV Grant.
- **Adam Prekeges**-Quarter 4 has not yet been added in and when it does it'll be closer to only \$10,000 being rolled over.
- **Stephanie Hofer**-HRSA Grant shows through June and we will have further updates next month.
- **Adam Prekeges**-Revenue Compared to last year Report shows Non-Federal Resources which is our Budget. Our Federal Grant plus our Budget is what equals the total number.
- **Adam Prekeges**-Benefits plus salary pretty much makes up the entire budget.
- **Adam Prekeges**-Homeless Grant (Predominantly Bus Passes)
- **Adam Prekeges**-Software and Hardware-HRSA gave us \$38,000 for an additional UDS Report that is now required and due April of 2025 titled Identified Patient Level Data.
- **Laurine Bohamera**-This tie into our whole budget?
- **Stephanie Hofer**-Exactly
- **Dr. Hutchins**-CAB approved the non-competition application, and this is the information for that.
- **Suhmer Fryer**-What are fringe benefits?

- **Adam Prekeges**-Mainly Health Insurance and Retirement-about 50-60% of salary costs.

## **2. Project Director Report-Dr. Mendonsa (Report given by Dr. Besse)**

- **Please refer to the Project Director Report**
- **Dr. Besse**-We are increasing ADA Compliance inside and outside of the SCHC
- **Dr. Besse**-We have been strategizing and moving things around in different areas within the Health Center to increase visits and space making room to double the amount of Refugee Patients being seen.
- **Laurine Bohamera**-Will this increase the Medi-Cal Funding?
- **Dr. Besse**-Yes, we received a Grant from the State.
- **Dr. Besse**-Medi-Cal audit is underway and being overseen by Dr. Hutchins and Dr. Mishra
- **Dr. Besse**-School Based Sites are working closely with HRSA for expansion
- **Dr. Besse**-We are focusing on maximizing our resources and our efficiency utilizing our new Artera messaging system, and we are already noticing a decrease in our no-show rate. Do any members wish to comment about texts received?
- **Nicole Miller**-I receive them a lot and it is really helping to remind me.
- **Dr. Besse**-It is working!
- **Dr. Hutchins**-I want to recognize just how much work Dr. Besse has been putting into this!
- **Ricki Townsend**-Is there also a waiting list the system is set up to pull from when patients cancel their appointments?
- **Dr. Hutchins**-That is our next step. We need to execute a few things within OCHIN, but it is on our list of things to do!
- **Laurine Bohamera**-Any feedback yet on HRSA/By Laws/Co-Applicant Agreement?
- **Corrie Brite**-A meeting is in the process of being set for October 2024 with HRSA and documents are also moving forward to the Board of Supervisors.
- **Dr. Besse**-I want to apologize for creating the, "hurry up and wait," through this. We appreciate you all for hanging in there with us.
- **Ricki Townsend**-When 10,000 refugees come in, how does this happen?

- **Dr. Besse**-They are coming to us through Resettlement Agencies and Miss Colleen will be giving a presentation on this shortly.

### **3. Medical Director Report-Dr. Mishra**

- **Please refer to the Medical Director Report**
- Medi-Cal State Audit is happening after all. Dr. Hutchins is overseeing facilities, and I (Dr. Mishra) am overseeing the Medi-Cal Chart Review.
- We are still in the process of recruiting providers, and we have been excited to have some past providers deciding to return to SCHC.
- We are set to begin Tele Visits November 1<sup>st</sup> which will help contribute to the increase in revenue. The clinical pharmacy team will be working closely with adult medicine utilizing Tele Visits as well.
- Working hard to bring in-house specialists to the SCHC (Hep C clinic already added)
- Lung Cancer Screenings will now be covered by Medicare
- Some of our providers have agreed to extend the referral acceptance time from 6months to 12months and others have decided to decrease the acceptance time to 3 months.
- Quality Improvement Team is continuing to pre-chart, and it is turning out to be efficient and helpful.
- Flu and Covid vaccines have arrived for Adult Patients and will be here soon for Pediatric Patients.

### **4. Report: Service Utilization by Sites-Belinda Brent**

- **Please refer to the Power Point Presentation**
- (Brief discussion on SCOE Site visits between Dr. Mishra, Suhmer Fryer, Dr. Hutchins and Belinda Brent)
- (Dr. Hutchins corrected this is information on the School Based Mental Health Center, not SCOE)
- Belinda Brent gave a PowerPoint presentation on key efficiency matters, OCHIN Data Reporting, workflow updates, increasing proficiency, etc.
- Due to Artera Messaging, No-Show rates have decreased
- Schedule utilization=double-booking appointments/Provider utilization=actual visits
- Behavioral Health has a higher number of No-Shows and most of our homeless services are walk-ins.

## **5. Refugee Presentation-Colleen Mahlman**

- **Please refer to the Power Point Presentation**
- New Fiscal Year for Refugee begins October 1st
- 99% of the Refugee Staff speaks the language of the patients
- Patients first visit is funded with Grant Funding. Patients' second visit is covered by Medi-Cal.
- Last year the Refugee Department serviced roughly 5,300 individuals
- This year the Refugee Department is projected to service over 10,000 patients
- Hiring 5 Full Time Employees (Providers) and 21 new refugee staff
- Families come through resettlement agencies to be seen within the first 90days of entering the Country
- **Dr. Hutchins**-Refugees are individuals with satisfactory immigration status
- **Ricki Townsend**-What does Ukrainian Parolee mean?
- **Colleen Mahlman**-Individuals working on gaining their Refugee status.
- **Vince Gallo**-Are we a unique type of clinic?
- **Colleen Mahlman**-We serve one of the largest Refugee populations in the nation.

### INFORMATION/ACTION ITEMS<sup>1</sup>

\*Laurine Bohamera Motions to Approve BUSINESS ITEM I. to Approve the amended August 16, 2024, Meeting Minutes

\*Ricki Townsend 2nds Motion to Approve BUSINESS ITEM I. to Approve the amended August 16, 2024, Meeting Minutes

Yes Votes-Eunice Bridges, Vince Gallo, Ricki Townsend, Nicole Miller, Laurine Bohamera and Suhmer Fryer

No Votes-None

-Carried

\*Vince Gallo Motions to Approve BUSINESS ITEM II. to Approve New CAB Member Roberto Ruiz

\*Ricki Townsend 2nds Motion to Approve BUSINESS ITEM II. to Approve New CAB Member Roberto Ruiz

Yes Votes-Eunice Bridges, Vince Gallo, Ricki Townsend, Nicole Miller, Laurine Bohamera and Suhmer Fryer

No Votes-None

<sup>1</sup> Time estimate: 5-10 minutes per item, unless otherwise noted

-Carried

\*Laurine Bohamera Motions to Approve BUSINESS ITEM III. to Approve creation of an Ad Hoc Committee for Project Director Review

\*Ricki Townsend 2nds Motion to Approve BUSINESS ITEM III. to Approve creation of an Ad Hoc Committee for Project Director Review

Yes Votes-Eunice Bridges, Vince Gallo, Ricki Townsend, Nicole Miller, Laurine Bohamera and Suhmer Fryer

No Votes-None

-Carried

\*Vince Gallo Motions to Approve BUSINESS ITEM IV. to Approve the revisions to PP-CS-11-03: Budget Development and Procurement Compliance

\*Nicole Miller 2nds Motion to Approve BUSINESS ITEM IV. to Approve the revisions to PP-CS-11-03: Budget Development and Procurement Compliance

Yes Votes-Eunice Bridges, Nicole Miller, Vince Gallo, Ricki Townsend, Laurine Bohamera and Suhmer Fryer

No Votes-None

-Carried

#### PUBLIC COMMENT

Anyone may appear at the CAB meeting to provide public comment regarding any item on the agenda or regarding any matter that is within CAB's subject matter jurisdiction. The Board may not take action on any item not on the agenda except as authorized by Government Code section 54954.2.

- No public comments were made.

#### CLOSED SESSION

None

#### MEETING ADJOURNED

The meeting adjourned at 11:42 am.