

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

Friday, August 18, 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.

- No member attended via teleconference.

**CALL TO ORDER (9:30 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

Roberto Ruiz – Prospective

Member

Corrie Brite – County Counsel

Stephanie Hofer – County Staff

Cortney Hunley – County Staff

Nicole Reyes-Schultz – County Staff

Belinda Brent – UC Davis Staff

Dr. Michelle Besse – County Staff

Dr. Andrew Mendonsa – FQHC

Director

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

**1. Budget Updates -Stephanie Hofer**

- **Please refer to the Budget Handouts**
- We are currently within The Budget
- Medi-Cal broke even
- There are 18 vacancies with 87% of the budget fulfilled under staffing
- SCOE under budget by \$1.5million
- \$3.5 million less in General Fund
- **Laurine Bohamera**-What about Refugee doubling services?

- **Dr. Mendonsa**-The Federal Government/State will reimburse all services
- **Laurine Bohamera**-Any update on SCOE?
- **Stephanie Hofer**-We are proposing to pay them rate per visit depending on 4 or more/4 or less visits daily (higher rate/lower rate) with a \$9 million budget.

## **2. Project Director Report-Dr. Mendonsa**

- Non-Competing Application has been submitted for HRSA
- OSV is still within the 90-day corrective action plan which Dr. Hutchin's is heading.
- Co-Applicant Agreement and the bylaws have been updated to comply with HRSA's changes
- Facility improvements and ADA compliance construction will be going on for the next 6-8months (services will not be cancelled)
- SCOE has been escalated to The HRSA Director for a decision to ensure that the students are receiving the correct services.
- Increasing Refugee Services to 10,000 (doubling) currently in negotiations for rates before fiscal year begins October 1.
- Dr. Besse and Belinda Brent are working together for Quality Improvements
- Dr. Mishra will be working 2days a week moving forward, and we are currently looking at 1 applicant for her replacement as well as accepting applications.
- Community Engagement-Rosario Rodriguez was with us at the SCHC last week, touring and meeting staff.
- There will be a Community Fair pairing services with Public Health being overseen by Dr. Besse.

## **3. Medical Director Report-Dr. Mishra (Report given by Dr. Mendonsa)**

- Assembly Bill 352 pertaining to information sharing regarding gender-affirming care, abortion services and contraception-Passed
- Assembly Bill 665 pertaining to minors accessing behavioral health treatment services-Passed
- Staffing-New Nurse Practitioner as well as Registry Staff are being hired

**(Corrie Brite Suggests we vote on Business Items next beginning w/ Items III. And IV.)**

- **Corie Brite Cont.** both documents had external review from Feldesman.

- Explained that CAB has the authority to not set hours of operation but approve set hours (as an example) and that the Board of Supervisors has the specific power to create Boards (as they have created CAB).
- The Brown Act requires the Board of Supervisors to oversee CAB/County has insurance to cover CAB.
- **Ricki Townsend**- Please explain the RED writing to me (in the document)?
- **Corrie Brite**- Red is Feldesman Attorney and Blue Deputy County Counsel.
- **Vince Gallo**- Page 4 of the Agreement has a grammatical error.
- **Suhmer Fryer**-We know Jan had some concerns, but we are all ok with moving forward and revisiting later.
- **Laurine Bohamera**-It felt overwhelming to receive documents and be expected to respond with questions by the end of the day. (For example, Sturgis Code)
- **Corrie Brite**-Sturgis Code can be a conversation and amendments can be made. Circumstantially we were unable to give more time.
- **Dr. Besse**-Can we schedule a workgroup on Zoom (Ad Hoc)?
- **Corrie Brite**-If we do not have Corum. Later in the fall we can have a presentation for better understanding.
- **Dr. Besse**-We can meet prior and gather questions to send to Corrie to help prepare for the presentation.
- **Laurine Bohamera**-Everyone needs a voice.
- **Dr. Mendonsa**-We can create a workgroup that all questions can be funneled through.
- **Vince Gallo**-Do we review bylaws annually?
- **Laurine Bohamera**-I would like to review it sooner for the changes made.

#### **4. No Show Plan-Dr. Besse**

- We currently average a No-Show rate of 20% across the Clinic.
- Artera messages are turned on and increasing reminder messages being sent 2 days before appointment, 1 day prior and another 3 hours before, same day as scheduled appointment. Patient will also have an option to confirm or cancel via text and the appointment will automatically open for another patient if scheduled patient cancels.
- Text messages can also begin going out for referrals received.

- Artera makes calls as well.
- **Roberto Ruiz**-stated he had waited almost 6 months for a referral due to an incorrect code.
- **Dr. Besse**-Asked for Roberto to please inform us anytime this happens. An increase of Registry Staff, high turnover, continuous training, etc. all unfortunately increase errors.
- **Ricki Townsend**-Text messages? Are we able to receive updates on our referrals via text?
- **Dr. Besse**-Artera is developing a program to increase automation that will hopefully be rolled out by January.
- **Dr. Mendonsa**-We had a backlog of over 5,000 referrals and we now stay in around 1,000-1,800
- **Vince Gallo**-Average a day?
- **Dr. Besse**-We receive around 150 a day and our hope is to process within 10 days. Even with the reduction in staff and the elimination of overtime we are still working hard and processing as quickly as possible, getting those number down. Referrals being handled in a timely manner will help lead to less follow-ups, opening more spots for patient access.

#### **5. HIV Follow-Up-Dr. Besse**

- We will be going out with Behavioral Health into the encampments beginning next month administering medications.
- Access to care booths will be setup throughout the SCHC providing information as well as HIV Prep Medications and MyChart access and information.
- We have seen an increase in prescribing HIV Prep Medication per the current data.
- **Ricki Townsend**-What is HIV Prep Medication?
- **Dr. Mendonsa**-It is a daily medication taken to prevent HIV-The prescription is refilled every 3 months after HIV and STI testing takes place. There is a pill form for daily use or also a once-a-month injection (very expensive)

#### **6. CAB Goals-Dr. Besse**

- Acknowledgement Roberto is here in hopes to increase membership.
- Roberto has been a part of the SCHC now for 6months and is happy to be here and happy to have a voice!

- Next month we will add an agenda item to vote.

**(Discussion begins)**

- **Laurine Bohamera**-Can we circle back to sub-group discussion for bylaws?
- **Suhmer Fryer**-Let’s wait for Jan
- **Dr. Mendonsa**-It would also be helpful to wait for final feedback from HRSA
- **Corrie Brite**-Concurs with Dr. Mendonsa and states we should agendize as a discussion item for an upcoming meeting.
- **Laurine Bohamera**-This is contingent on grant funding, correct?
- **Corrie Brite**-Yes
- **Vince Gallo**-Can we receive an email stating it has been accepted?
- **Corrie Brite**-That should be fine
- **Laurine Bohamera**-Please put it on the agenda for an update
- **Corrie Brite**-Yes

**(Cortney-Please print CAB Annual Activities Calendar for all members next CAB Meeting)**

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

\*Vince Gallo Motions to Approve BUSINESS ITEM III. to Approve the drafted bylaws and BUSINESS ITEM IV. to Approve the drafted Co-applicant Agreement

\*Ricki Townsend 2nds Motion to Approve BUSINESS ITEM III. to Approve the drafted bylaws and BUSINESS ITEM IV. to Approve the drafted Co-Applicant Agreement

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

No Votes-None

-Carried

\*Laurine Bohamera Motions to Approve BUSINESS ITEM I. to Approve and Adopt the Revised July 1, 2024, Special Meeting Minutes

\*Nicole Miller 2nds Motion to Approve BUSINESS ITEM I. to Approve and Adopt the Revised July 1, 2024, Special Meeting Minutes

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

No Votes-None

-Carried

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

\*Vince Gallo Motions to Approve BUSINESS ITEM II. to Approve the drafted July 19, 2024, Meeting Minutes

\*Ricki Townsend 2nds Motion to Approve BUSINESS ITEM II. to Approve the drafted July 19, 2024, Meeting Minutes

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

No Votes-None

-Carried

\*Suhmer Fryer Motions to Approve BUSINESS ITEM V.to Extend September CAB Meeting 1 Hour for Recognition Celebration

\*Eunice Bridges 2nds Motion to Approve BUSINESS ITEM V.to Extend September CAB Meeting 1 Hour for Recognition Celebration

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

No Votes-None

-Carried

\*Vince Gallo Motions to Approve BUSINESS ITEM VI. to Approve Non-Competing Continuation Submission for the HRSA Main Grant

\*Suhmer Fryer 2nds Motion to Approve BUSINESS ITEM VI. to Approve Non-Competing Continuation Submission for the HRSA Main Grant

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

No Votes-None

-Carried

#### PUBLIC COMMENT (10:20 AM)

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 11:15 am.