

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

Friday, September 20, 2024, 9:30 a.m.- 12:30 p.m.

Regular CAB Meeting

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 meeting will be held in person at 4600 Broadway, Room 2020. Room 2020 is easily accessible without staff/security needing to let you in. It is at the top of the back stairs (near the Broadway entrance, not the garage entrance).

- If any Board member needs to teleconference for this meeting, a notice will be uploaded to our website at <https://dhs.saccounty.gov/PRI/Pages/Health%20Center/Co-Applicant%20Board/County-Health-Center-Co-Applicant-Board.aspx> by 8:30 a.m. on the morning of the meeting along with a link available to the public to observe the meeting via Teams video and/or teleconference.
- The meeting facilities and virtual meetings are accessible to people with disabilities. Requests for accessible formats, interpreting services or other accommodations may be made through the Disability Compliance Office by calling (916) 874-7642 (CA Relay 711) or email [DCO@saccounty.gov](mailto:DCO@saccounty.gov) as soon as possible prior to the meeting.

**CALL TO ORDER (9:30 AM)**

Opening Remarks and Introductions – *Suhmer Fryer, Chair*

- a. Roll Call and Welcome
- b. Brief Announcements

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

1. Budget Updates:
  - Stephanie Hofer
    - a. Budget to actuals for Fiscal Year 2024-2025
    - b. HRSA main grant budget for next grant year (3/1/25-2/28/26)
2. Project Director Report
  - Dr. Mendonsa
3. Medical Director Report
  - Dr. Mishra

- 5. Report: Service Utilization by Sites  
- Belinda Brent and Dr. Mendonsa
  
- 6. CAB Goals  
- Dr. Besse
  
- 7. Refugee Presentation  
- Colleen Mahlman

**INFORMATION/ACTION ITEMS<sup>1</sup> (10:10 AM)**

- BUSINESS ITEM I.**
- August 16, 2024, CAB Meeting Minutes
  - ✓ Recommended Action: Motion to Approve the drafted August 16, 2024, Meeting Minutes

- BUSINESS ITEM II.**
- Voting in New Member to the Co-Applicant Board
  - ✓ Recommended Action: Motion to Approve New CAB Member Roberto Ruiz

- BUSINESS ITEM III.**
- Ad Hoc Committee for HRSA Project Director Review
  - ✓ Recommended Action: Motion to create an Ad Hoc Committee for Project Director Review

- BUSINESS ITEM IV.**
- Revisions to PP-CS-11-03: Budget Development and Procurement Compliance (to be compliant with new Federal Legislative Mandates)
  - ✓ Recommended Action: Motion to Approve the revisions to PP-CS-11-03: Budget Development and Procurement Compliance

**PUBLIC COMMENT (11:10 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.

- Should the meeting be made available via teleconference platform, public comment may also be made via Teams teleconference by using the raised hand feature. Those joining the meeting via Teams are requested to display their full name.

**CLOSED SESSION**

None

**MEETING ADJOURNED**

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



**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

---

<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.

GL ACCT NAME	FY 2023-24 Final Budget	FY 2024-25 Approved Budget
10111000 REGULAR EMPLOYEES	9,569,641	9,276,604
10112100 EXTRA HELP	210,130	216,432
10113200 TIME/ONE HALF OT	11,350	11,677
10114100 PREMIUM PAY	293,628	205,251
10114200 STANDBY PAY	0	0
10114300 ALLOWANCES	10,000	10,000
10115200 TERMINAL PAY	0	0
10121000 RETIREMENT	2,186,093	2,052,189
10121100 1995 POB - ACP	555,053	
10121200 2004 POB - ACP	284,756	1,085,357
10121300 HEALTH SVGS-ER COST	81,900	74,100
10121400 401A - PLAN	58,301	62,471
10122000 OASDHI - EMPLOYER COST	720,674	696,166
10123000 GROUP INS	1,941,044	1,794,532
10123001 CNTY EE PLAN SELECT	0	0
10123002 DENTAL PLAN ER COST	0	0
10123003 LIFE INS - ER COST	0	0
10123004 VISION INS - ER COST	0	0
10123005 GROUP INSURANCE - EAP	0	0
10124000 WORK COMP - ACP	187,847	304,502
10125000 SUI - ACP	21,786	
10199900 Salary Savings Acct	-349,707	-971,791
<b>Object 10 TOTAL - Salaries and Employees</b>	<b>15,782,496</b>	<b>14,817,490</b>
20200500 ADVERTISING	1,500	1,500
20202200 BOOKS/PER SUP	2,500	1,500
20202900 BUS/CONFERENCE EXP	1,200	1,200
20203100 BUSINESS TRAVEL	3,000	3,000
20203500 ED/TRAINING SVC	6,000	3,000
20203600 ED/TRAINING SUP	1,000	1,000
20203700 TUITION REIMBURSEMNT	3,000	3,000
20203800 EMPLOYEE RECOGNITION	1,500	6,000
20203804 WORKPLACE AMENITIES	0	0
20203900 EMPLOYEE TRANSPORTATION	2,500	2,500
20204500 FREIGHT/CARTAGE	20,000	20,000
20206100 MEMBERSHIP DUES	1,500	1,000
20207600 OFFICE SUPPLIES	28,000	28,000
20208100 POSTAL SVC	1,000	1,000
20208500 PRINTING SVC	1,000	1,000
20218500 PERMIT CHARGES	2,100	2,100
20219300 REF COLL/DISP SVC	1,500	1,500
20221100 CONST EQ MAINT SVC	0	0
20222700 CELLPHONE/PAGER	16,970	19,912
20223600 FUEL/LUBRICANTS	0	3,000
20225100 MED EQ MAINT SVC	10,000	10,000
20225200 MED EQ MAINT SUP	23,157	20,157
20226100 OFFICE EQ MAINT SVC	215	132
20227500 RENT/LEASE EQ	30,000	30,000
20232100 CUSTODIAL SVC	0	8,000
20233200 FOOD/CATERING SUP	200	200
20235100 LAUN/DRY CLEAN SVC	3,000	3,000
20241200 DENTAL SUP	10,000	2,000
20242000 DRUGS/PHARM SUP	0	0
20243700 LAB MED SVC	1,000	1,000
20244300 MEDICAL SVC	1,000	1,000
20244400 MEDICAL SUP	0	0
20247100 RADIOLOGY SVC	28,262	28,262
20247200 RADIOLOGY SUP	5,000	5,000

GL ACCT NAME	FY 2023-24 Final Budget	FY 2024-25 Approved Budget
20252100 TEMPORARY SVC	26,056	26,825
20257100 SECURITY SVC	209,798	230,732
20259100 OTHER PROF SVC	13,811,895	16,525,940
20271100 DTECH LABOR	509,430	474,579
20281100 DATA PROCESSING SVC	500,000	500,000
20281200 DATA PROCESSING SUP	82,780	82,780
20281201 HARDWARE	0	0
20281202 SOFTWARE	97,363	127,618
20283200 INTERPRETER SVC	556,305	556,305
20287100 TRANSPORTATION	400	400
20288000 PY EXPEND	0	0
20289900 OTHER OP EXP SVC	71,200	1,200
20291000 CW IT SVCS - ACP	113,746	129,195
20291200 DTECH FEE - ACP	40,174	56,826
20291600 WAN CHARGES - ACP	169,580	240,305
20291700 ALARM SERVICES - ACP	17,003	19,403
20292100 GS PRINTING SVC	5,000	5,000
20292200 GS MAIL/POSTAGE	7,000	7,000
20292300 MESSENGER SVCS - ACP	7,764	13,720
20292500 PURCH SVCS - ACP	26,859	21,194
20292700 GS WAREHOUSE CHARGES	1,000	1,000
20292800 GS EQUIP RENTAL LT	0	0
20292900 GS WORK REQUEST	612,603	553,280
20294200 FACILITY USE - ACP	1,520,318	1,607,338
20296200 GS PARKING CHGS	350	350
20297100 LIABILITY INS - ACP	144,663	222,465
20298300 SURPLUS PROP - ACP	5,424	6,040
20298700 TELECOMM - ACP	100,390	108,516
20298702 CIRCUIT CHRGS - ACP	0	0
20298703 LND LN CHARGES - ACP	0	0
<b>Object 20 TOTAL - Services and Supplies</b>	<b>18,843,205</b>	<b>21,726,974</b>
30310300 ELIG EXAMS	1,500	1,500
30310600 CONTRACT SVC PRIV	0	0
30310700 TRANSPORTATION/WELF	10,000	10,000
30311400 VOLUNTEER EXPENSES	500	500
30312100 PROVIDER PAYMENTS	1,048,633	1,095,000
<b>Object 30 TOTAL - Other Charges</b>	<b>1,060,633</b>	<b>1,107,000</b>
43430110 EQUIPMENT-PROP	0	0
43430300 EQUIP SD NON REC	0	0
<b>Object 40 TOTAL</b>	<b>0</b>	<b>0</b>
60601100 DEPT OH ALLOC	1,104,224	1,279,755
60601200 DIV OH ALLOC	387,895	403,737
60650400 COLLECTION SVC	15,000	1,750
60691301 FIN GEN ACC - ACP	8,005	10,207
60691302 FIN PROLL SVCS - ACP	6,104	6,663
60691303 FIN PMT SVCS - ACP	9,432	14,712
60691305 FIN INT AUDITS - ACP	4,295	5,013
60691306 FIN SYS C & R - ACP	6,100	8,536
60695102 BEN ADMIN SVCS - ACP	18,836	23,459
60695103 EMPLOYM SVCS - ACP	64,453	88,904
60695500 TRAINING SVCS - ACP	16,932	21,734
60695600 DEPT SVCS TRAN - ACP	148,073	142,562

GL ACCT NAME	FY 2023-24 Final Budget	FY 2024-25 Approved Budget
60695700 401A ADMIN SVC - ACP	995	1,103
60695800 LABOR REL - ACP	16,022	19,081
60695900 SAFETY PGM - ACP	12,051	18,387
60697909 MIS SERVICES	0	0
60698018 INTRA PROGRAM CHARGE	1,916,880	2,009,060
<b>Object 60 TOTAL - Intrafund Charges</b>	<b>3,735,297</b>	<b>4,054,663</b>
<b>TOTAL EXPENDITURE</b>	<b>39,421,631</b>	<b>41,706,127</b>

59599125 REALIGNMENT 1991 HEALTH	-9,232,367	-10,346,857
59599134 Restricted Funding		-15,359
<b>Object 50 TOTAL - Interfund Reimbursement</b>	<b>-9,232,367</b>	<b>-10,362,216</b>
69699000 INTRA COST RECOVERY	-492,448	-392,622
69699017 INTRA DEPARTMENTAL R	-2,545,229	-1,650,297
69699018 INTRA PROGRAM REIMBU	-14,537	-15,159
<b>Object 69 TOTAL - Intrafund Reimbursement</b>	<b>-3,052,214</b>	<b>-2,058,078</b>
<b>TOTAL REIMBURSEMENT:</b>	<b>-12,284,581</b>	<b>-12,420,294</b>
<b>NET Cost before Revenue</b>	<b>27,137,050</b>	<b>29,285,833</b>
95953010 PY INTERGOV - STATE	0	-2,180,612
95953011 PY INTERGOV - FED	0	0
95956900 STATE AID OTHER MISC	-16,364,451	-21,130,316
95956901 STATE MEDI/CAL REVENUES	0	0
95958900 HEALTH FED	-3,588,678	-4,150,780
95958901 MEDI-CARE REVENUE	0	0
95959100 CONSTRUCTION FED	-559,603	-553,280
95959503 ARPA- SLFRF Revenue	-1,699,608	-934,647
<b>Object 95 TOTAL - Intergovernmental Revenue</b>	<b>-22,212,340</b>	<b>-28,949,635</b>
96966200 MED CARE INDIGENT	-15,000	-5,000
96966202 CMISP SOC REV-DRR	0	0
96966300 MED CARE PRIVATE	-1,000	-1,000
96966900 MED CARE OTHER	-1,000	-1,000
96969900 SVC FEES OTHER	-1,000	-1,000
<b>Object 96 TOTAL - Charges for Services</b>	<b>-18,000</b>	<b>-8,000</b>
97979900 PRIOR YEAR	0	0
<b>TOTAL REVENUES</b>	<b>-22,230,340</b>	<b>-28,957,635</b>
<b>Net County Cost/NCC</b>	<b>4,906,710</b>	<b>328,198</b>

Expenditure
Minus Rev

REVENUE (Consistent with information presented in the SF-424A and Form 3: Income Analysis)

REVENUE	Commitment Item	Federal Grant Amount (h)	Federal Grant Amount (e)	Non-Federal Resources	Total
Grant Award Budget Year (3/1/24 through 2/28/25)		490,178	934,759	0	1,424,937
Local Funds (County General Fund)		0	0	328,198	328,198
State Funds	59599125 R 1991 HEALTH	0	0	10,346,857	10,346,857
Other Federal Funding (Refugee Grants & Medicare)	95958900 HEALTH FED	0	0	2,725,843	2,725,843
	95958901 MEDI-CARE REVENUE	0	0	0	0
HRSA ARP-CAP (C8E)	95959100 CONSTRUCTION FED	0	0	553,280	553,280
ARPA- SLFRF	95959503 ARPA- SLFRF Revenue	0	0	934,647	934,647
Other Support	* 69 - INTRAFUND REIMBRSMNT	0	0	2,058,078	2,058,078
	59599134 Restricted Funding	0	0	15,359	15,359
Program Income (fees, third party reimbursements, and payments generated from the projected delivery of services)	95953010 PY INTERGOV - STATE	0	0	2,180,612	2,180,612
	95956900 STATE AID OTHER MISC	0	0	21,130,316	21,130,316
	* 96 - CHARGES FOR SERVICES	0	0	8,000	8,000
<b>TOTAL REVENUE</b>		<b>490,178</b>	<b>934,759</b>	<b>40,281,190</b>	<b>41,706,127</b>

EXPENSES (Object class totals should be consistent with those presented in Section B of the SF-424A)

PERSONNEL: (Attachments 1A and 1B include budget details for each staff position)	Commitment Item	Federal Grant Amount (h)	Federal Grant Amount (e)	Non-Federal Resources	Total
Regular Pay	10111000 REGULAR EMPLOYEES	312,298	595,545	8,368,761	9,276,604
Premium Pay	10114100 PREMIUM PAY	5,234	9,980	190,037	205,251
On-Call County Staff	10112100 EXTRA HELP	0	0	216,432	216,432
Overtime Pay	10113200 TIME/ONE HALF OT	0	0	11,677	11,677
Uniform Allowances	10114300 ALLOWANCES	0	0	10,000	10,000
Salary Savings	10199900 Salary Savings Acct	0	0	(971,791)	(971,791)
<b>TOTAL PERSONNEL</b>		<b>317,531</b>	<b>605,525</b>	<b>7,825,116</b>	<b>8,748,173</b>

FRINGE BENEFITS		Federal Grant Amount (h)	Federal Grant Amount (e)	Non-Federal Resources	Total
FICA @ 7.31%	10122000 OASDHI - EMPLOYER COST	24,291	46,323	625,552	696,166
Health Insurance @ 21.09%	10123000 GROUP INS	60,059	114,531	1,619,942	1,794,532
Retirement (includes RHSP & 401A) @ 18.81%	10121000 RETIREMENT	68,574	130,769	1,852,846	2,052,189
	10121400 401A - PLAN	1,786	3,406	57,279	62,471
	10121300 HEALTH SVGS-ER COST	2,046	3,902	68,153	74,100
Other Allocated (Workers Comp, SUI, Ins. Liab., etc.)	10124000 WORK COMP - ACP	0	0	304,502	304,502
	10125000 SUI - ACP	0	0	0	0
	10121100 1995 POB - ACP	0	0	0	0
	10121200 2004 POB - ACP	0	0	1,085,357	1,085,357
<b>TOTAL FRINGE</b>		<b>156,756</b>	<b>298,931</b>	<b>5,613,629</b>	<b>6,069,317</b>

TRAVEL	Commitment Item	Federal Grant Amount (h)	Federal Grant Amount (e)	Non-Federal Resources	Total
Taxi vouchers (Vouchers range from \$10-\$50 per patient)	20287100 TRANSPORTATION	0	0	400	400
Bus Passes for Patients FEDERAL: (\$1,000)(\$27.50/Single Pack(2.75ea)   \$70.00 Daily Pack(7.00ea))	30310700 TRANSPORTATION/WELF	344	656	9,000	10,000
Business/Conference Registration Fees	20202900 BUS/CONFERENCE EXP	0	0	1,200	1,200
Business Travel Fees	20203100 BUSINESS TRAVEL	0	0	3,000	3,000
Mileage for employees	20203900 EMP TRANSPORTATION	0	0	2,500	2,500
Parking Charges	20296200 GS PARKING CHGS	0	0	350	350
<b>TOTAL TRAVEL</b>		<b>344</b>	<b>656</b>	<b>16,450</b>	<b>17,450</b>

EQUIPMENT (Include items of moveable equipment that cost \$5,000 or more and with a useful life of one year or more)	Commitment Item	Federal Grant Amount (h)	Federal Grant Amount (e)	Non-Federal Resources	Total
NONE		-	-	-	-
<b>TOTAL EQUIPMENT</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

SUPPLIES	Commitment Item	Federal Grant Amount (h)	Federal Grant Amount (e)	Non-Federal Resources	Total
Books/Personal Supplies FEDERAL: Updated CPT/ICD-10 Books, Annual Subscriptions, etc. (\$2,015)	20202200 BOOKS/PER SUP			1,500	1,500
Freight/Cartage	20204500 FREIGHT/CARTAGE			20,000	20,000
Office Supplies FEDERAL: Office Supplies for staff and management used at our Homeless Services location and for centralized QI staff (Staples purchases i.e. computer paper, printer ink) to create flyers and health education materials for patients (\$1,000)	20207600 OFFICE SUPPLIES	344	656	27,000	28,000
Postal Services	20208100 POSTAL SVC			1,000	1,000
Printing Services	20208500 PRINTING SVC			1,000	1,000
Permit Charges	20218500 PERMIT CHARGES			2,100	2,100
Cellphones/Pagers	20222700 CELLPHONE/PAGER			19,912	19,912
Dental Supplies	20241200 DENTAL SUP			2,000	2,000
Laboratory Medicine Services	20243700 LAB MED SVC			1,000	1,000
Medical Services	20244300 MEDICAL SVC			1,000	1,000
Radiology Services	20247100 RADIOLOGY SVC			28,262	28,262
Radiology Supplies	20247200 RADIOLOGY SUP			5,000	5,000
Other Operating Expense Services	20289900 OTHER OP. EXP SVC			1,200	1,200
General Services Printing Services	20292100 GS PRINTING SVC			5,000	5,000
General Services Mail/Postage	20292200 GS MAIL/POSTAGE			7,000	7,000
General Services Messenger Services	20292300 MESSENGER SVCS - ACP			13,720	13,720
General Services Purchasing	20292500 PURCH SVCS - ACP			21,194	21,194
Telecommunication Services	20298700 TELECOMM - ACP			108,516	108,516
IntraDepartment Charges	60698018 INTRA PROGRAM CHARGE			2,009,060	2,009,060
<b>TOTAL SUPPLIES</b>		<b>344</b>	<b>656</b>	<b>2,275,464</b>	<b>2,276,464</b>

CONTRACTUAL	Commitment Item	Federal Grant Amount (h)	Federal Grant Amount (e)	Non-Federal Resources	Total
Registry Staff	20252100 TEMPORARY SVC			26,825	26,825
Regents Contracts, MacMan, Consultant	20259100 OTHER PROF SVC			16,525,940	16,525,940
OCHIN (EHR)	20281100 DATA PROCESSING SVC			500,000	500,000
Professional Services Provider Payments: Fonemed, SPIRIT, OCHIN (OBS), ConferMED, AlphaOne (COVID)	30312100 PROVIDER PAYMENTS			1,095,000	1,095,000
<b>TOTAL CONTRACTUAL</b>		<b>0</b>	<b>0</b>	<b>18,147,765</b>	<b>18,147,765</b>

<b>OTHER (Note: Federal funding CANNOT support construction, fundraising, or lobbying costs)</b>	<b>Commitment Item</b>	<b>Federal Grant Amount (h)</b>	<b>Federal Grant Amount (e)</b>	<b>Non-Federal Resources</b>	<b>Total</b>
Advertising	20200500 ADVERTISING			1,500	1,500
Education and Training Services <b>FEDERAL:</b> UDS Yearly Training (\$1,700)	20203500 ED/TRAINING SVC	585	1,115	1,300	3,000
Education and Training Supplies	20203600 ED/TRAINING SUP			1,000	1,000
Tuition Reimbursement	20203700 TUITION REIMBURSEMNT			3,000	3,000
Employee Recognition	20203800 EMPLOYEE RECOGNITION			6,000	6,000
NHCHC Membership Dues	20206100 MEMBERSHIP DUES			1,000	1,000
Ref Coll/Disp	20219300 REF COLL/DISP SVC			1,500	1,500
Medical Equipment Maintenance Services	20225100 MED EQ MAINT SVC			10,000	10,000
Medical Equipment Maintenance Supplies	20225200 MED EQ MAINT SUP			20,157	20,157
Office Equipment Maintenance Services	20226100 OFFICE EQ MAINT SVC			132	132
Rented/Leased Equipment	20227500 RENT/LEASE EQ			30,000	30,000
Food/Catering Supplies	20233200 FOOD/CATERING SUP			200	200
Laundry/Dry Cleaning	20235100 LAUN/DRY CLEAN SVC			3,000	3,000
Security Services	20257100 SECURITY SVC			230,732	230,732
Dtech Labor	20271100 DTECH LABOR			474,579	474,579
Data Processing	20281200 DATA PROCESSING SUP			82,780	82,780
Hardware	20281201 HARDWARE	6,594	12,574	(19,167)	0
Software	20281202 SOFTWARE	6,594	12,574	108,451	127,618
Interpreter Services <b>FEDERAL:</b> Interpretation services for uninsured or underinsured patients (\$4,158)	20283200 INTERPRETER SVC	1,430	2,728	552,147	556,305
Countywide IT	20291000 CW IT SVCS - ACP			129,195	129,195
Systems Development Services	20291200 DTECH FEE - ACP			56,826	56,826
WAN Charges	20291600 WAN CHARGES - ACP			240,305	240,305
Alarm Services	20291700 ALARM SERVICES - ACP			19,403	19,403
General Services Warehouse	20292700 GS WAREHOUSE CHARGES			1,000	1,000
General Services Work Requests	20292900 GS WORK REQUEST			553,280	553,280
Co-Facility Use	20294200 FACILITY USE - ACP			1,607,338	1,607,338
Liability Insurance	20297100 LIABILITY INS - ACP			222,465	222,465
General Services Surplus Prop	20298300 SURPLUS PROP - ACP			6,040	6,040
Fuel	20223600 FUEL/LUBRICANTS			3,000	3,000
Custodial Services	20232100 CUSTODIAL SVC			8,000	8,000
Eligibility Exam (livescan)	30310300 ELIG EXAMS			1,500	1,500
Volunteer Stipends	30311400 VOLUNTEER EXPENSES			500	500
<b>TOTAL OTHER</b>		<b>15,202</b>	<b>28,990</b>	<b>4,357,162</b>	<b>4,401,355</b>
<b>TOTAL DIRECT CHARGES (Sum of TOTAL Expenses)</b>		<b>490,178</b>	<b>934,759</b>	<b>38,235,587</b>	<b>39,660,524</b>

<b>INDIRECT CHARGES (Include approved indirect cost agreement in Attachment 14 or 15 :Other Relevant Documents)</b>	<b>Commitment Item</b>	<b>Federal Grant Amount (h)</b>	<b>Federal Grant Amount (e)</b>	<b>Non-Federal Resources</b>	<b>Total</b>
Department Overhead	60601100 DEPT OH ALLOC			1,279,755	1,279,755
Division Overhead	60601200 DIV OH ALLOC			403,737	403,737
Collection Services	60650400 COLLECTION SVC			1,750	1,750
Financial General Accounting	60691301 FIN GEN ACC - ACP			10,207	10,207
Financial Payroll Services	60691302 FIN PROLL SVCS - ACP			6,663	6,663
Financial Payment Services	60691303 FIN PMT SVCS - ACP			14,712	14,712
Financial Internal Audits	60691305 FIN INT AUDITS - ACP			5,013	5,013
Financial Systems	60691306 FIN SYS C & R - ACP			8,536	8,536
Benefits Admin Services	60695102 BEN ADMIN SVCS - ACP			23,459	23,459
Employment Services	60695103 EMPLOYM SVCS - ACP			88,904	88,904
Training Services	60695500 TRAINING SVCS - ACP			21,734	21,734
Department Services	60695600 DEPT SVCS TRAN - ACP			142,562	142,562
401A Admin Services	60695700 401A ADMIN SVC - ACP			1,103	1,103
Labor Relations	60695800 LABOR REL - ACP			19,081	19,081
Safety Program	60695900 SAFETY PGM - ACP			18,387	18,387
<b>TOTAL INDIRECT CHARGES</b>		<b>0</b>	<b>0</b>	<b>2,045,603</b>	<b>2,045,603</b>
<b>TOTALS (Sum of TOTAL DIRECT CHARGES AND INDIRECT CHARGES)</b>		<b>490,178</b>	<b>934,759</b>	<b>40,281,190</b>	<b>41,706,127</b>

**SF-424A BUDGET INFORMATION**

**Support Year (Start Date - End Date): 3/1/2024 - 2/28/2025**  
**3/1/2024 - 2/28/2025**

<b>Section A - Budget Summary</b>					
		New or Revised Budget			
		Federal (h)	Federal (e)	Non-Federal	Total
		490,178	934,759	40,281,190	41,706,127
<b>TOTAL</b>		<b>490,178</b>	<b>934,759</b>	<b>40,281,190</b>	<b>41,706,127</b>

<b>Section B - Budget Categories</b>				
Object Class Categories	Federal (h)	Federal (e)	Non-Federal	Total
Personnel	317,531	605,525	7,825,116	8,748,173
Fringe Benefits	156,756	298,931	5,613,629	6,069,317
Travel	344	656	16,450	17,450
Equipment	0	0	0	0
Supplies	344	656	2,275,464	2,276,464
Contractual	0	0	18,147,765	18,147,765
Construction	0	0	0	0
Other	15,202	28,990	4,357,162	4,401,355
Total Direct Charges	490,178	934,759	38,235,587	39,660,524
Indirect Charges	0	0	2,045,603	2,045,603
<b>TOTAL</b>	<b>490,178</b>	<b>934,759</b>	<b>40,281,190</b>	<b>41,706,127</b>

<b>Section C - Non-Federal Resources</b>							
		Applicant	State	Local	Other	Program Income	Total
		-	10,346,857	328,198	6,287,207	23,318,928	40,281,190
<b>TOTAL</b>		<b>-</b>	<b>10,346,857</b>	<b>328,198</b>	<b>6,287,207</b>	<b>23,318,928</b>	<b>40,281,190</b>



Period 1  
 Current Month July  
 Percentage of Year 8%

AP10 Financial Status Summary  
 1680

Line Item	Budget	Current Month	Year to date	Encumbrance	Total (YTD+Encumbrance)	YTD Percentage (Total/Budget)	Year End Estimate	% for YEE	Notes
<b>Revenue</b>									
Inter/Intrafund Reimbursements <b>** REIMBURSEMENT ACCOUNTS</b>	\$ 12,420,294	\$ -	\$ 764,039	\$ -	\$ 764,039	6%	\$ 12,420,294	100%	Realignment and resimbursements fo services to other DHS programs
Intergovernmental Revenue <b>* 95 - INTERGOVERNMENTAL REVENUE</b>	\$ 28,949,635	\$ 1,544,849	\$ 2,872,195	\$ -	\$ 2,872,195	10%	\$ 21,887,817	76%	Medi-Cal/Medicare revenue, HRSA, Refugee & ARPA grants. This is only in the positive due to the unbudgeted Recon Payments. For 24-25, we budgeted reconciliation payments as part of expected revenue.
Charges for Services <b>* 96 - CHARGES FOR SERVICES</b>	\$ 8,000	\$ -	\$ 850	\$ -	\$ 850	11%	\$ 5,850	73%	CMISP old pre-2014 service charges and Medical Record Fees
Miscellaneous Revenue <b>* 97 - MISCELLANEOUS REVENUE</b>	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		Prior Year Patient Revenue
<b>Total Revenue</b>	<b>\$ 41,377,929</b>	<b>\$ 1,544,849</b>	<b>\$ 3,637,083</b>	<b>\$ -</b>	<b>\$ 3,637,083</b>	<b>9%</b>	<b>\$ 34,313,961</b>	<b>83%</b>	

Line Item	Budget	Current Month	Year to date	Encumbrance	Total (YTD+Encumbrance)	YTD Percentage (Total/Budget)	Year End Estimate	% for YEE	Notes
<b>Expenses</b>									
Personnel <b>* 10 - SALARIES AND EMPLOYEE BENEFITS</b>	\$ 14,817,490	\$ 524,882	\$ 2,028,075	\$ -	\$ 2,028,075	14%	\$ 14,643,748	99%	expecting low vacancies on County permanent staff due to deleting vacant positions in budget; extra help exceeding budget for on-calls/County temps; OT for afterhours clinics not budgeted; retirement cashout exceeding budget
Services & Supplies <b>* 20 - SERVICES AND SUPPLIES</b>	\$ 21,726,974	\$ (5,864,131)	\$ (1,475,515)	\$ -	\$ (1,475,515)	-7%	\$ 21,221,726	98%	Contract costs - UC Davis expected at \$5.3M, SCOE expected at \$4.5M; Registry expected at \$1.7M Lab costs - no postings this FY yet but approx \$30K/mo. - much reduced from highs in 23/24 Clerical temps approx \$360K annually
Other Charges <b>* 30 - OTHER CHARGES</b>	\$ 1,107,000	\$ (37,484)	\$ 80,172	\$ -	\$ 80,172	7%	\$ 1,107,000	100%	OCHIN contract
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -				No Equipment Charges in FY 24-25
Intrafund Charges (Allocation costs) <b>* 60 - INTRAFUND CHARGES</b>	\$ 4,054,663	\$ -	\$ 234,614	\$ -	\$ 234,614	6%	\$ 4,054,663	100%	Allocated costs for services provided to Clinics by other DHS programs - low actuals to date; will catch up in September/October 2024
<b>Total Expenses</b>	<b>\$ 41,706,127</b>	<b>\$ (5,376,733)</b>	<b>\$ 867,347</b>	<b>\$ -</b>	<b>\$ 867,347</b>	<b>2%</b>	<b>\$ 41,027,137</b>	<b>98%</b>	

<b>GRAND TOTAL (Net County Cost)</b>	<b>\$ 328,198</b>	<b>\$ (6,921,582)</b>	<b>\$ (2,769,736)</b>	<b>\$ -</b>	<b>\$ (2,769,736)</b>	<b>-844%</b>	<b>\$ 6,713,176</b>	<b>2045%</b>	<b>projecting \$6.M general fund draw - working on multi year plan to reduce general fund draw</b>
--	-------------------	-----------------------	-----------------------	-------------	-----------------------	--------------	---------------------	--------------	--

GRANT SUMMARY	Grant Year Start	Grand Year End	Total Grant Award	Total Claims through June 2024	Total Claims, July 2024	Remaining	
						Available to Claim	Notes
<b>HRSA</b>							
HRSA Homeless (Main)	3/1/2023	2/29/2024	\$ 1,386,602	\$ 1,386,602	\$ -	Spending on track	
HRSA ARP CAP	9/15/2021	9/14/2024	\$ 619,603	\$ 98,130	\$ 521,473	Spending slow to start, have received approvals to draw down	
HRSA HIV	9/1/2023	8/31/2024	\$ 437,631	\$ 138,238	\$ 299,393	\$112k have been carried over from previous funding period	
HRSA Bridge Funding	9/1/2023	12/31/2024	\$ 41,886	\$ 41,886	\$ -	Funds allocated to vaccines	
<b>Refugee</b>							
RHAP FY 23-24	10/1/2023	9/30/2024	\$ 1,993,648	\$ 1,717,270	\$ 276,378	\$152.91 for a comprehensive (fully completed) health assessment & \$1,993,648.02 for administrative costs	
RHPP FY 23-24	10/1/2023	9/30/2024	\$ 139,994	\$ 66,735	\$ 73,259		
RHPP UHP 23-24	10/1/2023	9/30/2024	\$ 99,934	\$ 626	\$ 99,308		
RHPP AHP 23-24	10/1/2023	9/30/2024	\$ 199,602	\$ 24,568	\$ 175,034		
<b>Miscellaneous</b>							
County ARPA - 1 (H4)	1/1/2022	12/31/2024	\$ 3,069,385	\$ 1,638,076	\$ 1,431,309	Spending on track, increased April 2023 when HRSA ARPA expired	
County ARPA - 2 (H18)	1/1/2022	12/31/2024	\$ 135,000	\$ 79,686	\$ 55,314	Telehealth Equipment Award. \$58K tablet purchase pending	
County ARPA - 2 (H19)	7/1/2022	12/31/2024	\$ 361,710	\$ 153,561	\$ 208,149	New award, spending slow to start. Have added staff to expend the grant funds	



HRSA Homeless Grant: H80CS00045-24/25  
 Budget Period: 3/1/2024 - 2/28/2025  
 Invoice Period: 3/1/2024 - 6/30/2024

July 2024

Budget Categories	Position Number	% of FTE	Federal Budget FY 2024-25	Actual Expenses April 2024	Actual Expenses May 2024	Actual Expenses June 2024	Cumulative Grant Expenses to Date	Overage (Unclaimable)	Claimable Total - Claim #1 (submitted July 2025)	Unexpended Balance
<b>PERSONNEL</b>										
Human Services Program Planner Rng B	133743	25%	33,968.25	14,488.79	14,488.79	14,488.79	43,466.38	(9,498.13)	4,990.66	-
Pharmacy Technician	137827			367.08	367.08	367.08	1,101.24	(1,101.24)	(734.16)	-
Medical Asst Lv 2	105813	100%	64,280.00	7,269.74	7,269.74	7,269.74	21,809.21	-	7,269.74	42,470.79
Registered Nurse Lv 2	116583	100%	118,735.00	13,090.86	13,090.86	13,090.86	39,272.59	-	13,090.86	79,462.41
Public Health Nurse Lv 2	103841	100%	125,060.00	14,157.77	14,157.77	14,157.77	42,473.32	-	14,157.77	82,586.68
Medical Asst Lv 2	117492	100%	64,280.00	7,087.38	7,087.38	7,087.38	21,262.13	-	7,087.38	43,017.87
Health Program Mgr	132902	77%	115,530.75	16,482.10	16,482.10	16,482.10	49,446.30	-	16,482.10	66,084.45
Medical Asst Lv 2	105447	100%	64,696.00	7,133.26	7,133.26	7,133.26	21,399.78	-	7,133.26	43,296.22
Medical Asst Lv 2	106339	100%	64,696.00	7,133.24	7,133.24	7,133.24	21,399.73	-	7,133.24	43,296.27
Registered Nurse Lv 2	130338	100%	115,839.00	12,771.57	12,771.57	12,771.57	38,314.72	-	12,771.57	77,524.28
Registered Nurse Lv 2	120260	100%	95,311.00	12,163.84	12,163.84	12,163.84	36,491.52	-	12,163.84	58,819.48
<b>TOTAL SALARIES</b>			<b>862,396.00</b>	<b>112,145.64</b>	<b>112,145.64</b>	<b>112,145.64</b>	<b>336,436.93</b>	<b>(10,599.37)</b>	<b>101,546.28</b>	<b>536,558.44</b>
<b>FRINGE BENEFITS</b>										
Health Insurance (10123000, 01, 02, 03, 04, 05)			158,406.00	22,531.24	22,531.24	22,531.24	67,593.73	-	22,531.24	90,812.27
Retirement (10121000, 10121300, 10121400)			203,017.00	25,812.61	25,812.61	25,812.61	77,437.84	-	25,812.61	125,579.16
Medicare (10120000-10122000)			65,972.00	8,017.16	8,017.16	8,017.16	24,051.47	-	8,017.16	41,920.53
<b>TOTAL FRINGE BENEFITS</b>			<b>427,395.00</b>	<b>56,361.01</b>	<b>56,361.01</b>	<b>56,361.01</b>	<b>169,083.04</b>	<b>-</b>	<b>56,361.01</b>	<b>258,311.96</b>
<b>TOTAL PERSONNEL</b>			<b>1,289,791.00</b>	<b>168,506.66</b>	<b>168,506.66</b>	<b>168,506.66</b>	<b>505,519.97</b>	<b>(10,599.37)</b>	<b>157,907.29</b>	<b>794,870.40</b>
<b>TRAVEL</b>										
Local Travel, Clients 30310700			1,000.00	-	-	-	-	-	-	1,000.00
30310700 Transport/Welf (bus)			1,000.00	-	-	-	-	-	-	1,000.00
<b>TOTAL TRAVEL</b>			<b>1,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,000.00</b>
<b>SUPPLIES</b>										
Office Supplies			3,015.00	-	-	-	-	-	-	3,015.00
20202200 Books/Per Sup			2,015.00	-	-	-	-	-	-	2,015.00
20207600 Office Supplies			1,000.00	-	-	-	-	-	-	1,000.00
<b>TOTAL SUPPLIES</b>			<b>3,015.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,015.00</b>
<b>CONTRACTUAL</b>										
<b>TOTAL CONTRACTS</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OTHER</b>										
Education & Training			1,700.00	55.00	-	-	55.00	-	55.00	1,645.00
20203500 Ed/Train (includes UDS)			1,700.00	55.00	-	-	55.00	-	55.00	1,645.00
Interpreter Services 20283200			91,096.00	-	-	-	-	-	-	91,096.00
<b>TOTAL OTHER</b>			<b>92,796.00</b>	<b>55.00</b>	<b>-</b>	<b>-</b>	<b>55.00</b>	<b>-</b>	<b>55.00</b>	<b>92,741.00</b>
<b>TOTAL DIRECT CHARGES</b>			<b>1,386,602.00</b>	<b>168,561.66</b>	<b>168,506.66</b>	<b>168,506.66</b>	<b>505,574.97</b>	<b>(10,599.37)</b>	<b>157,962.29</b>	<b>891,626.40</b>
<b>INDIRECT CHARGES</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENSES</b>			<b>1,386,602.00</b>	<b>168,561.66</b>	<b>168,506.66</b>	<b>168,506.66</b>	<b>505,574.97</b>	<b>(10,599.37)</b>	<b>157,962.29</b>	<b>891,626.40</b>
<b>TOTAL PAYMENT REQUESTED</b>				<b>168,561.66</b>	<b>168,506.66</b>	<b>168,506.66</b>				

505,575

(881,027.03)

HRSA Medical Director Updates  
*September 20, 2024, CAB Meeting*

**-Medi-Cal (State) Medical Chart Review audit:** All day audit September 27th

**-Provider recruitment:** Two Physician Assistants are returning- one to help in the Refugee Health Program; the other will help in Adult Medicine Dept to provide additional access as well as work with our Pharmacy/Diabetes team

- Permanent NP candidate retracted her offer to join
- Recruitment continues for all programs

**-Televideo visits-** go live Nov/Dec; pilots occurring now

**-Referrals-** Added Hepatitis C clinic in-house

- Added Lung Cancer CT chest screening order
- Procedure Clinic returning
- Specialty authorization expiration dates: one IPA (RCMG/Vivant) increased authorization expiration date to 1 year; the other (Nivano) decreased it to 3 months; no change with UCD Health Net
- Unite Us Platform- getting access to all clinical faculty and residents

**-Lab Orders:**

- Adding Alzheimer's disease biomarkers to labs- Medicare will cover cost age 65 and slightly older
- Quality Improvement team enhanced PreCharting to decrease provider time and improve clinical measures (Cancer screenings, Diabetes monitoring, etc.)


**-Vaccines:** Adult Influenza (Flu) COVID-19 vaccines are available

- Awaiting pediatric Flu and COVID-19 vaccine orders for age<12 to open this week
- 2 dose Rotavirus vaccine now available
- Employee Flu Vaccine Sept 16-18

GL ACCT NAME	FY 2023-24 Final Budget	FY 2024-25 Approved Budget	Current COMPASS Actual	Encumbrance	Actuals + Encumbrance	% Consumed	Year-End Estimate	Variance, Estimate to Budget	COMMENT - Explain Variance
10111000 REGULAR EMPLOYEES	9,569,641	9,276,604	331,905	0	331,905	4%	8,375,196	901,408	includes estimated NP, MD overlap, ASO 1, ASO2 costs
10112100 EXTRA HELP	210,130	216,432	12,794	0	12,794	6%	303,562	-87,130	
10113200 TIME/ONE HALF OT	11,350	11,677	-4,396	0	-4,396	-38%	130,000	-118,323	afterhours clinics estimates
10114100 PREMIUM PAY	293,628	205,251	7,714	0	7,714	4%	183,034	22,217	
10114200 STANDBY PAY	0	0	-2,491	0	-2,491	0%	2,500	-2,500	
10114300 ALLOWANCES	10,000	10,000	5,164	0	5,164	52%	10,328	-328	vacation cashout
10115200 TERMINAL PAY	0	0	4,808	0	4,808	0%	57,691	-57,691	MISHRA CASHOUT??
10121000 RETIREMENT	2,186,093	2,052,189	72,294	0	72,294	4%	1,915,331	136,858	
10121100 1995 POB - ACP	555,053						0	0	
10121200 2004 POB - ACP	284,756	1,085,357	0	0	0	0%	1,085,357	0	allocated cost
10121300 HEALTH SVGS-ER COST	81,900	74,100	2,575	0	2,575	3%	61,098	13,002	
10121400 401A - PLAN	58,301	62,471	2,151	0	2,151	3%	51,043	11,428	
10122000 OASDHI - EMPLOYER COST	720,674	696,166	22,596	0	22,596	3%	536,153	160,013	
10123000 GROUP INS	1,941,044	1,794,532	62,881	0	62,881	4%	1,477,667	316,865	
10123001 CNTY EE PLAN SELECT	0	0	75	0	75	0%	1,636	-1,636	
10123002 DENTAL PLAN ER COST	0	0	6,518	0	6,518	0%	142,200	-142,200	
10123003 LIFE INS - ER COST	0	0	54	0	54	0%	1,176	-1,176	
10123004 VISION INS - ER COST	0	0	79	0	79	0%	1,722	-1,722	
10123005 GROUP INSURANCE - EAP	0	0	163	0	163	0%	3,552	-3,552	
10124000 WORK COMP - ACP	187,847	304,502	0	0	0	0%	304,502	0	allocated cost
10125000 SUJ - ACP	21,786						0	0	allocated cost
10199900 Salary Savings Acct	-349,707	-971,791	0	0	0	0%	0	-971,791	
<b>Object 10 TOTAL - Salaries and Employees</b>	<b>15,782,496</b>	<b>14,817,490</b>	<b>524,882</b>	<b>0</b>	<b>524,882</b>	<b>0%</b>	<b>14,643,748</b>	<b>173,742</b>	
20200500 ADVERTISING	1,500	1,500	0	0	0	0%	100,000	-98,500	NTI contract (HIV) \$100K
20202200 BOOKS/PER SUP	2,500	1,500	0	0	0	0%	1,500	0	
20202900 BUS/CONFERENCE EXP	1,200	1,200	0	0	0	0%	1,200	0	
20203100 BUSINESS TRAVEL	3,000	3,000	0	0	0	0%	3,000	0	
20203500 ED/TRAINING SVC	6,000	3,000	110	0	110	4%	3,000	0	
20203600 ED/TRAINING SUP	1,000	1,000	0	0	0	0%	1,000	0	
20203700 TUITION REIMBURSEMNT	3,000	3,000	1,194	0	1,194	40%	3,000	0	
20203800 EMPLOYEE RECOGNITION	1,500	6,000	84	0	84	84	6,000	-2,916	
20203804 WORKPLACE AMENITIES	0	0	-459	0	-459	0%	3,000	-3,000	
20203900 EMPLOYEE TRANSPORTATION	2,500	2,500	115	0	115	5%	1,600	900	
20204500 FREIGHT/CARTAGE	20,000	20,000	1,501	0	1,501	8%	20,000	0	
20206100 MEMBERSHIP DUES	1,500	1,000	0	0	0	0%	4,000	-3,000	
20207600 OFFICE SUPPLIES	28,000	28,000	10,288	21,664	31,952	114%	60,000	-32,000	
20208100 POSTAL SVC	1,000	1,000	0	0	0	0%	1,000	0	
20208500 PRINTING SVC	1,000	1,000	16	0	16	2%	186	814	
20218500 PERMIT CHARGES	2,100	2,100	0	0	0	0%	0	2,100	
20219300 REF COLL/DISP SVC	1,500	1,500	-153	0	-153	-10%	3,500	-2,000	
20221100 CONST EQ MAINT SVC	0	0	84	0	84	0%	5,200	-5,200	
20222700 CELLPHONE/PAGER	16,970	19,912	1,723	0	1,723	9%	20,677	-765	
20223600 FUEL/LUBRICANTS	0	3,000	274	0	274	9%	3,291	-291	
20225100 MED EQ MAINT SVC	10,000	10,000	-147	0	-147	-1%	-147	0	
20225200 MED EQ MAINT SUP	23,157	20,157	-585	1	-584	-3%	20,157	0	
20226100 OFFICE EQ MAINT SVC	215	132	10	0	10	8%	500	-368	On-site shred
20227500 RENT/LEASE EQ	30,000	30,000	3,361	0	3,361	11%	40,329	-10,329	
20232100 CUSTODIAL SVC	0	8,000	0	0	0	0%	0	8,000	
20233200 FOOD/CATERING SUP	200	200	0	0	0	0%	250	-50	
20235100 LAUN/DRY CLEAN SVC	3,000	3,000	84	0	84	3%	5,000	-2,000	
20241200 DENTAL SUP	10,000	2,000	0	0	0	0%	5,000	-3,000	
20242000 DRUGS/PHARM SUP	0	0	0	1	1	0%	0	0	
20243700 LAB MED SVC	1,000	1,000	-35,017	0	-35,017	-3502%	480,000	-479,000	current estimate based on recent months costs for labs plus assumed increases for increased refugee patient count (\$40K/mo); this might be low especially w/ refugee patient counts going up
20244300 MEDICAL SVC	1,000	1,000	0	0	0	0%	4,000	-3,000	
20244400 MEDICAL SUP	0	0	630	0	630	0%	24,000	-24,000	
20247100 RADIOLOGY SVC	28,262	28,262	0	0	0	0%	28,262	0	
20247200 RADIOLOGY SUP	5,000	5,000	0	0	0	0%	15,000	-10,000	
20252100 TEMPORARY SVC	26,056	26,825	9,037	8,820	17,857	67%	360,000	-333,175	clerical temps - straightline of AP01
20257100 SECURITY SVC	209,798	230,732	0	0	0	0%	160,000	70,732	
20259100 OTHER PROF SVC	13,811,895	16,525,940	-5,836,056	20,043	-5,816,012	-35%	15,412,630	1,113,310	contract estimates based on spending from last FY - UCD at 95% (\$6.3M); SCOE at 50% (\$4.5M); registry assumed at \$130K/mo based on last 3 mos of costs; \$40K SPIRIT
20271100 DTECH LABOR	509,430	474,579	298	0	298	0%	474,579	0	
20281100 DATA PROCESSING SVC	500,000	500,000	-13,045	2	-13,043	-3%	500,000	0	
20281200 DATA PROCESSING SUP	82,780	82,780	0	0	0	0%	82,780	0	

GL ACCT NAME	FY 2023-24 Final Budget	FY 2024-25 Approved Budget	Current COMPASS Actual	Encumbrance	Actuals + Encumbrance	% Consumed	Year-End Estimate	Variance, Estimate to Budget	COMMENT - Explain Variance
20281201 HARDWARE	0	0	0	4,857	4,857	0%	100,000	-100,000	
20281202 SOFTWARE	97,363	127,618	0	0	0	0%	50,000	77,618	
20283200 INTERPRETER SVC	556,305	556,305	-15,090	0	-15,090	-3%	556,305	0	move anything possible to Homeless grant to maximize claims
20287100 TRANSPORTATION	400	400	-176	0	-176	-44%	2,500	-2,100	
20288000 PY EXPEND	0	0	0	0	0	0%	0	0	
20289900 OTHER OP EXP SVC	71,200	1,200	0	0	0	0%	3,500	-2,300	
20291000 CW IT SVCS - ACP	113,746	129,195	0	0	0	0%	129,195	0	
20291200 DTECH FEE - ACP	40,174	56,826	6,360	0	6,360	11%	56,826	0	DTech Non-ACP
20291600 WAN CHARGES - ACP	169,580	240,305	0	0	0	0%	240,305	0	DTech Non-ACP
20291700 ALARM SERVICES - ACP	17,003	19,403	0	0	0	0%	19,403	0	
20292100 GS PRINTING SVC	5,000	5,000	0	0	0	0%	0	5,000	
20292200 GS MAIL/POSTAGE	7,000	7,000	1,281	0	1,281	18%	15,369	-8,369	
20292300 MESSENGER SVCS - ACP	7,764	13,720	1,147	0	1,147	8%	13,720	0	
20292500 PURCH SVCS - ACP	26,859	21,194	0	0	0	0%	21,194	0	
20292700 GS WAREHOUSE CHARGES	1,000	1,000	82	0	82	8%	1,000	0	
20292800 GS EQUIP RENTAL LT	0	0	20	0	20	0%	237	-237	
20292900 GS WORK REQUEST	612,603	553,280	-11,130	0	-11,130	-2%	200,000	353,280	Projects Team work (remodel, kisoks)
20294200 FACILITY USE - ACP	1,520,318	1,607,338	0	0	0	0%	1,607,338	0	
20296200 GS PARKING CHGS	350	350	0	0	0	0%	2,500	-2,150	
20297100 LIABILITY INS - ACP	144,663	222,465	0	0	0	0%	222,465	0	Allocated Cost (PP)
20298300 SURPLUS PROP - ACP	5,424	6,040	0	0	0	0%	6,040	0	Allocated Cost (PP)
20298700 TELECOMM - ACP	100,390	108,516	0	0	0	0%	0	108,516	posts to 20298703
20298702 CIRCUIT CHRGS - ACP	0	0	285	0	285	0%	3,420	-3,420	Allocated Cost
20298703 LND LN CHARGES - ACP	0	0	9,743	0	9,743	0%	116,913	-116,913	Allocated Cost
<b>Object 20 TOTAL - Services and Supplies</b>	<b>18,843,205</b>	<b>21,726,974</b>	<b>-5,864,131</b>	<b>55,389</b>	<b>-5,808,743</b>	<b>51</b>	<b>21,221,726</b>	<b>492,185</b>	<b>Operations</b>
30310300 ELIG EXAMS	1,500	1,500	49	0	49	3%	1,500	0	DOJ Fingerprinting
30310600 CONTRACT SVC PRIV	0	0	0	0	0	0%	0	0	
30310700 TRANSPORTATION/WELF	10,000	10,000	0	0	0	0%	10,000	0	RT Passes
30311400 VOLUNTEER EXPENSES	500	500	0	0	0	0%	500	0	Volunteer DOJ Fingerprinting and pay claims
30312100 PROVIDER PAYMENTS	1,048,633	1,095,000	-37,533	6	-37,527	-3%	1,095,000	0	OBS; FONEMED; HMA
<b>Object 30 TOTAL - Other Charges</b>	<b>1,060,633</b>	<b>1,107,000</b>	<b>-37,484</b>	<b>6</b>	<b>-37,478</b>	<b>-3%</b>	<b>1,107,000</b>	<b>0</b>	
43430110 EQUIPMENT-PROP	0	0	0	0	0	0%	0	0	
43430300 EQUIP SD NON REC	0	0	0	0	0	0%	0	0	
<b>Object 40 TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0</b>	
60601100 DEPT OH ALLOC	1,104,224	1,279,755	0	0	0	0%	1,279,755	0	Allocated Cost
60601200 DIV OH ALLOC	387,895	403,737	0	0	0	0%	403,737	0	Allocated Cost
60650400 COLLECTION SVC	15,000	1,750	0	0	0	0%	1,750	0	DRR Collection
60691301 FIN GEN ACC - ACP	8,005	10,207	0	0	0	0%	10,207	0	Allocated Cost
60691302 FIN PROLL SVCS - ACP	6,104	6,663	0	0	0	0%	6,663	0	Allocated Cost
60691303 FIN PMT SVCS - ACP	9,432	14,712	0	0	0	0%	14,712	0	Allocated Cost
60691305 FIN INT AUDITS - ACP	4,295	5,013	0	0	0	0%	5,013	0	Allocated Cost
60691306 FIN SYS C & R - ACP	6,100	8,536	0	0	0	0%	8,536	0	Allocated Cost
60695102 BEN ADMIN SVCS - ACP	18,836	23,459	0	0	0	0%	23,459	0	Allocated Cost
60695103 EMPLOYM SVCS - ACP	64,453	88,904	0	0	0	0%	88,904	0	Allocated Cost
60695500 TRAINING SVCS - ACP	16,932	21,734	0	0	0	0%	21,734	0	Allocated Cost
60695600 DEPT SVCS TRAN - ACP	148,073	142,562	0	0	0	0%	142,562	0	Allocated Cost
60695700 401A ADMIN SVC - ACP	995	1,103	0	0	0	0%	1,103	0	Allocated Cost
60695800 LABOR REL - ACP	16,022	19,081	0	0	0	0%	19,081	0	Allocated Cost
60695900 SAFETY PGM - ACP	12,051	18,387	0	0	0	0%	18,387	0	Allocated Cost
60697909 MIS SERVICES	0	0	0	0	0	0%	0	0	Allocated Cost Budgeted in 60601100
60698018 INTRA PROGRAM CHARGE	1,916,880	2,009,060	0	0	0	0%	2,009,060	0	
<b>Object 60 TOTAL - Intrafund Charges</b>	<b>3,735,297</b>	<b>4,054,663</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>4,054,663</b>	<b>0</b>	
<b>TOTAL EXPENDITURE</b>	<b>39,421,631</b>	<b>41,706,127</b>	<b>-5,376,733</b>	<b>55,395</b>	<b>-5,321,338</b>	<b>-13%</b>	<b>41,027,137</b>	<b>665,927</b>	
59599125 REALIGNMENT 1991 HEALTH	-9,232,367	-10,346,857	0	0	0	0%	-10,346,857	0	
59599134 Restricted Funding	0	-15,359	0	0	0	0%	-15,359	0	
<b>Object 50 TOTAL - Intrafund Reimbursement</b>	<b>-9,232,367</b>	<b>-10,362,216</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-10,362,216</b>	<b>0</b>	
69699000 INTRA COST RECOVERY	-492,448	-392,622	0	-328	-328	0%	-392,622	0	
69699017 INTRA DEPARTMENTAL R	-2,545,229	-1,650,297	0	0	0	0%	-1,650,297	0	
69699018 INTRA PROGRAM REIMBU	-14,537	-15,159	0	0	0	0%	-15,159	0	
<b>Object 69 TOTAL - Intrafund Reimbursement</b>	<b>-3,052,214</b>	<b>-2,058,078</b>	<b>0</b>	<b>-328</b>	<b>-328</b>	<b>0%</b>	<b>-2,058,078</b>	<b>0</b>	
<b>TOTAL REIMBURSEMENT:</b>	<b>-12,284,581</b>	<b>-12,420,294</b>	<b>0</b>	<b>-328</b>	<b>-328</b>	<b>0%</b>	<b>-12,420,294</b>	<b>0</b>	
<b>NET Cost before Revenue</b>	<b>27,137,050</b>	<b>29,285,833</b>	<b>-5,376,733</b>	<b>55,066</b>	<b>-5,321,667</b>	<b>-18%</b>	<b>28,606,843</b>	<b>678,990</b>	
95953010 PY INTERGOV - STATE	0	-2,180,612	0	0	0	0%	-1,360,133	-820,479	\$820,479 recon payment received in FY 23-24 (June) instead of in FY 24-25 as budgeted (came early)
95953011 PY INTERGOV - FED	0	0	0	0	0	0%	0	0	

GL ACCT NAME	FY 2023-24 Final Budget	FY 2024-25 Approved Budget	Current COMPASS Actual	Encumbrance	Actuals + Encumbrance	% Consumed	Year-End Estimate	Variance, Estimate to Budget	COMMENT - Explain Variance
95956900 STATE AID OTHER MISC	-16,364,451	-21,130,316	-1,412,599		-1,412,599	7%	-14,929,440	-6,200,876	Capitation, PPS, FFS, HEDIS/OI Incentives; (M-C approx \$11M in revenue; capitation another \$3.5M; HHIP \$429,440) requesting to increase interim rate -- emailed consultant 8/15/24 - increase not included in projections \$15.5M posted in 23/24
95956901 STATE MEDI/CAL REVENUES	0	0	-166,638	0	-166,638	0%	0	0	one-time posting in error; will move to 95956900 in AP02; projected in 95956900
95958900 HEALTH FED	-3,588,678	-4,150,780	0	0	0	0%	-4,150,780	0	
95958901 MEDI-CARE REVENUE	0	0	-468	0	-468	0%	-468	468	
95959100 CONSTRUCTION FED	-559,603	-553,280	0	0	0	0%	-414,960	-138,320	HRSA ARP-CIP CE8 (A18564); \$619,603; assume will recover 75% will claim in full - rollover ARPA funding available is higher than budgeted
95959503 ARPA- SLFRF Revenue	-1,699,608	-934,647	34,855	0	34,855	-4%	-1,032,036	97,389	
<b>Object 95 TOTAL - Intergovernmental Revenue</b>	<b>-22,212,340</b>	<b>-28,949,635</b>	<b>-1,544,849</b>	<b>0</b>	<b>-1,544,849</b>	<b>5%</b>	<b>-21,887,817</b>	<b>-7,061,818</b>	
96966200 MED CARE INDIGENT	-15,000	-5,000	0	0	0	0%	-5,000	0	CMISP Patient payment + DRR
96966202 CMISP SOC REV-DRR	0	0	0	0	0	0%	0	0	included above
96966300 MED CARE PRIVATE	-1,000	-1,000	0	0	0	0%	0	-1,000	included above
96966900 MED CARE OTHER	-1,000	-1,000	0	0	0	0%	0	-1,000	TPL/ Insurance Payments
96969900 SVC FEES OTHER	-1,000	-1,000	0	0	0	0%	0	-1,000	Self Pay/Sliding Fee Pmts
<b>Object 96 TOTAL - Charges for Services</b>	<b>-18,000</b>	<b>-8,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>-5,000</b>	<b>-3,000</b>	
97979900 PRIOR YEAR	0	0	0	0	0	0%	0	0	
<b>TOTAL REVENUES</b>	<b>-22,230,340</b>	<b>-28,957,635</b>	<b>-1,544,849</b>	<b>0</b>	<b>-1,544,849</b>	<b>5%</b>	<b>-21,892,817</b>	<b>-7,064,818</b>	
<b>Net County Cost/NCC</b>	<b>4,906,710</b>	<b>328,198</b>	<b>-6,921,582</b>	<b>55,066</b>	<b>-6,866,516</b>	<b>-2092%</b>	<b>6,714,025</b>	<b>-6,385,827</b>	Net Exp variance minus rev variance
		Expenditure Minus Rev	Actual Exp Minus Actual Rev	Encumbrance Totals	Actual Exp + Encumbrance Totals	% of budget spent & generated	YEE of Exp Minus YEE Rev		<b>AP01</b>

	<b>County of Sacramento</b> <b>Department of Health Services</b> <b>Division of Primary Health</b> <b>Policy and Procedure</b>	Policy Issuer (Unit/Program)	<b>Clinic Services</b>
		Policy Number	<b>11-03</b>
		Effective Date	<b>08-30-18</b>
		Revision Date	<b>09-13-24</b>
<b>Title: Budget Development, Procurement, and Compliance (General)</b>		<b>Functional Area: Administration</b>	
Approved By: Andrew Mendonsa, Psy.D. Division Manager/HRSA Project Director			

## Policy

Fiscal activity in the Sacramento County Health Center (Health Center) must be conducted in compliance with multiple sets of regulations and guidelines. Sacramento County Clinic Services operates under guidance from the federal Health Resources and Services Administration (HRSA) and the California State Department of Health Services, Medi-Cal Managed Care.

SCHC monitors changes to federal policy by reviewing policy information notices, policy bulletins, and Program Assistance Letters from HRSA and other federal sources. When necessary, this document is revised to comply with regulatory changes.

Administration staff will monitor all the activity addressed in this policy monthly during the review of the Health Center's expenditures and general ledger accounts and on an ad hoc basis as directed by clinic management. Violations will be reported to the appropriate clinic managers for corrective measures.

## Procedures

### A. Budget Development

1. County Budget
  - a. The Clinic Budget Administrative Services Officer (ASO II) will consult with the Project Director and the Primary Health Division Sr. Admin Analyst when planning and developing the County budget in accordance with the Sacramento County Office of Budget and Debt Management instructions. The proposed Sacramento County Health Center budget must be reviewed and approved by its Co-Applicant Board before submission. In addition, the proposed Sacramento County Health Center budget must be approved by the Deputy Director for Primary Health before being submitted to the Department.
  - b. Planning activities for the new Fiscal Year budget shall commence no later than December 1 of each year.
  - c. The Clinic Budget ASO II must ensure that the Health Center's budget, in addition to the County guidelines, complies with all HRSA guidelines and regulations, including, but not limited to, HRSA's current [Grants Policy](#).



- d. Specific to the Health Center budget and HRSA grant number H80CS00045, as stated in HRSA's Grants Policy Bulletin, staff shall comply with all State and Federal salary regulations. None of the funds appropriated in this title shall be used to pay the salary of an individual through a grant or other extramural mechanism at a rate above U.S. Office of Personnel Management Executive Level II, provided that none of the funds appropriated in this title shall be used to prevent the NIH from paying up to 100 percent of the salary of an individual at this rate.<sup>1</sup>
2. HRSA Grant Budget
  - a. The assigned Clinic Services Budget ASO II will develop the grant budget in consultation with the Division Manager/HRSA Project Director and the Primary Health Division Sr. Administrative Analyst as needed. The HRSA grant budget must be reflected in the County budget to accurately reflect the expenditure and revenue authority required to accomplish the grant program's objectives.

## **B. Procurement**

1. Staff shall refer to the Primary Health Administration policies on [Purchasing Guidelines and Procedures](#) (see References) when purchasing. As needed, consult with the Clinic Budget ASO II and/or the Primary Health Senior Administrative Analyst.
2. In addition to the County and Department guidelines, the Health Center must adhere to all federal and state guidelines, including, but not limited to [HRSA Grants Policy Bulletin: Legislative Mandates in Effect for FY 2024](#).
- 3.
4. HRSA/federal funds shall not be used to purchase sterile needles or syringes for the hypodermic injection of any illegal drug such as for use with a syringe exchange or syringe services program.
5. In accordance with HRSA guidelines, when issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all grantees receiving Federal funds included in this Act, including but not limited to State and local governments and recipients of Federal research grants, shall clearly state:
  - a. The percentage of the total costs of the program or project which will be financed with federal money;
  - b. The dollar amount of federal funds for the project or program; and
  - c. The percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.
6. When entering into Agreements, staff shall ensure that none of the federal funds appropriated or otherwise made available from HRSA are made available for a contract, grant, or cooperative agreement with an entity that requires employees or contractors of such entity seeking to report fraud, waste, or abuse to sign

---

<sup>1</sup> The Executive Level II salary was set at \$221,900 in January 2024. Current Rates of Pay for the Executive Schedule are located at <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/2024/executive-senior-level>.

internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or contractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a federal department or agency authorized to receive such information.

This limitation shall not contravene requirements applicable to Standard Form 312, Form 4414, or any other form issued by a federal department or agency governing the nondisclosure of classified information.

### **C. Compliance with Federal and State Guidelines**

All staff shall comply with HRSA guidelines and regulations. None of the funds made available in this title may be used, in whole or in part, to advocate or promote any of the activities below. While this is not a comprehensive list, all activities listed below are **explicitly forbidden** from being federally-funded and are emphasized here per HRSA:

#### 1. Abortion

##### a. Basic Limitations

- i. No funds *shall be expended for health benefits coverage that includes coverage of abortion.*
- ii. *The term "health benefits coverage" means the package of services covered by a managed care provider or organization pursuant to a contract or other arrangement.*

##### b. Exceptions to restrictions on abortions

- i. The limitations established in the preceding section shall not apply to an abortion in either of the following 2 circumstances:
  - (1) If a pregnancy is the result of an act of rape or incest; or
  - (2) *In the case where a woman suffers from a physical disorder, physical injury, or physical illness, including a life-endangering physical condition caused by or arising from the pregnancy itself, that would, as certified by a physician, place the woman in danger of death unless an abortion is performed.*

#### 2. Human Embryo Creation or Research

#### 3. Distribution of needles or syringes for the hypodermic injection of any illegal drug

#### 4. Lobbying

- i. *No part of any appropriation contained in this Act or transferred pursuant to section 4002 of [Public Law 111-148](#) shall be used, other than for normal and recognized executive-legislative relationships, for publicity or propaganda purposes, for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation designed to support or defeat the enactment of legislation before the Congress or any State or local legislature or legislative body, except in presentation to the Congress or any State or local legislature itself, or designed to support or defeat any*



**Co-Applicant Board Approval:**

# HRSA Project Director Updates

September 20, 2024 CAB Meeting

## Report Summary

The Health Center is currently undergoing a period of significant activity, navigating various grant applications and audits, while also managing facility upgrades and program expansions. The recent approval of the HRSA Capital grant will allow for much-needed medical exam space expansion, and the team is eagerly awaiting news on other grant applications. Meanwhile, preparations are underway for an upcoming Medi-Cal audit, and the Health Center is diligently addressing corrections from a recent HRSA Operational Site Visit. Facility improvements are also in full swing, with the water heater replacement nearing completion and the ADA construction project underway, though the latter is causing some temporary disruptions to traffic flow and patient access.

On the programmatic front, the Health Center is making strides in expanding its services, notably through a significant agreement to double refugee services. Efforts to reduce patient no-shows are yielding positive results, and the Referral Department continues to improve its efficiency. The search for a new Medical Director is ongoing, and the Health Center remains actively engaged with the community, with plans to participate in an upcoming Community Fair. The Health Center continues to work with SCOE to move through and navigate the complexity of circumstances involved with School-Based Satellite Sites. The Health Center remains dedicated to providing high-quality healthcare and fostering a safe and supportive environment for all.

## Grant Updates

- Change of scope to HRSA for the ARP Capital grant was approved. Dr. Hutchens is working with Facilities to get work scheduled. This grant will be used to build more medical exam space.
- The non-competing continuation application for the HRSA has been submitted.
- HRSA acknowledged receipt of our application for expanded hours. We are awaiting news on an award.

## Audits and Site Visits Updates

### Medi-Cal Audit

- The Health Center was notified that we will undergo a routine Medi-Cal audit this Fall. Leadership is preparing the clinic for the upcoming visit and reviewing medical records to offer up for evaluation.

### HRSA Operational Site Visit (OSV)

- The Health Center has promptly addressed the initial round of corrections identified during the Operational Site Visit and has submitted them to HRSA for review. While we await HRSA's formal approval, we are proactively continuing to work on additional necessary corrections, such as revisions to the CAB Co-Applicant Agreement and Bylaws, which could not be finalized within the original 14-day timeframe.
- We recently had a second meeting with the HRSA team overseeing our 90-Day Corrective Action Plan. Their feedback continues to inform our actions and production of documents.

## Program, Operational & Facility Updates

### Facility Improvement Updates

- Water Heater Replacement: This project is currently underway and is anticipated to be completed by October 1st. Please note that the loading dock area is experiencing significant congestion due to this project. We kindly request that staff refrain from parking in the vicinity unless it's for a brief drop-off or pickup.
- Fireproofing: Facilities has formally requested a meeting with Department of General Services (DGS) to deliberate on the optimal strategies for implementing the fireproofing refurbishment. We have provided DGS

with comprehensive feedback, and they are diligently incorporating our suggestions. At this juncture, a definitive commencement date remains elusive due to numerous complexities that necessitate resolution.

### **Upcoming Projects**

- ADA Construction: A substantial ADA construction project has started. Anticipated completion: January 1, 2025. Additional information is below:
  - Traffic Flow: Vehicular access will be restricted to one-way traffic entering from Broadway and exiting onto Stockton Blvd. Flaggers will be stationed on-site to facilitate traffic management.
  - Ambulance & Patient Access:
    - Ambulance parking will be relocated to the south side of the facility, near the sally port, for the initial phase.
    - Clinic patients will exit through the main entrance and be transported to the ambulance area.
  - Access Control: The rolling gate leading to Stockton Blvd. will remain open during regular business hours.

### **Escalation of School-Based Satellite Site Change-in-Scope Applications**

- A follow-up communication was sent on August 12<sup>th</sup> to HRSA senior leadership, and we are currently awaiting their response.

### **Proposal for Increased Refugee Services**

- The California Department of Public Health (CDPH) Office of Refugee Health (ORH) and the Health Center reached an approximately \$3.4M agreement to screen slightly over 10,000 refugees resettling in the Sacramento region. This represents a doubling from current Refugee patients served. Health Center management is working internally to allocate exam rooms and to secure additional staff and healthcare providers.

### **Improved Access and Maximizing Efficiency and Resources**

- There are several initiatives to reduce patient No-Shows in order to maximize care to our patients and maximize resources and revenue. Health Center leadership is discussing better use of technology such as patient reminders and video visits. Preliminary data suggests no-shows are down between 1.5 to 3.5 percent across the board in every department. We expect these to continue to trend down as we continue to expand our use of Artera messaging.

### **Referral Department Improvements**

- Thanks to the Health Center Management Team's ongoing efforts and the exceptional commitment of our Referral staff, we are making significant strides in optimizing the Referrals Department. Pending referrals continue to trend down and fluctuations are stabilizing.

### **Recruitment, Community Engagement, and Outreach Updates**

#### **Medical Director Recruitment:**

- Recruitment for a new Medical Director is ongoing. At present, we are actively pursuing one candidate who appears well-qualified and possesses extensive experience working in FQHCs. CAB will be involved in the upcoming interview process.

#### **Community Engagement:**

- Health Center staff will be actively participating in Supervisor Kennedy's Community Fair in late September. We will be providing health education materials, information about the Health Center, and basic health screenings such as blood pressure checks.

These ongoing efforts in recruitment and community engagement reflect our dedication to providing high-quality healthcare services and strengthening our ties with the community.

### **Safety and Health Updates**

#### **School-Based Satellite Site - Suicide**

- Last week, Health Center leadership was informed of a recent student loss at one of our School-Based Satellite Sites operated by SCOE. The Health Center immediately engaged department leadership and extended support to SCOE. As information finalizes, a thorough review, will be conducted to identify potential areas for improvement in processes and protocols. Longer term, we will be meeting with SCOE leadership to debrief and discuss any/all findings and collaboratively implement any necessary changes.

### **Requests from CAB**

No requests were received.

**Calendar Year To Date-2024 Canceled SCOE Encounters  
Data As Of 09/05/2024**

Count of Visits		Q			
School Site	Provider/Resource	Qtr1	Qtr2	Qtr3	YTD
Arcohe Elementary School	Natalie Graves [378335]	16	7	1	24
<b>Arcohe Elementary School Total</b>		<b>16</b>	<b>7</b>	<b>1</b>	<b>24</b>
Cordova High School	Lhia Casazza [378398]	21	12		33
<b>Cordova High School Total</b>		<b>21</b>	<b>12</b>		<b>33</b>
Ethel Baker Elementary School	Elizabeth Kirby [378432]	3	12	1	16
<b>Ethel Baker Elementary School Total</b>		<b>3</b>	<b>12</b>	<b>1</b>	<b>16</b>
Frederick C Joyce K-8	Kathleen Horsey [378403]	2	1		3
<b>Frederick C Joyce K-8 Total</b>		<b>2</b>	<b>1</b>		<b>3</b>
Hiram Johnson High School	Jamaya Clay [378399]	20	31		51
<b>Hiram Johnson High School Total</b>		<b>20</b>	<b>31</b>		<b>51</b>
Howe Ave Elementary School	Laura Rodriguez [378504]	1			1
<b>Howe Ave Elementary School Total</b>		<b>1</b>			<b>1</b>
Inderkum High School	Atheena Cabiness [378333]	1			1
<b>Inderkum High School Total</b>		<b>1</b>			<b>1</b>
Madison Elementary School	Maria Ferreira [378330]	1	1		2
<b>Madison Elementary School Total</b>		<b>1</b>	<b>1</b>		<b>2</b>
Pacific Elementary School	Aubrey Manongsong [378269]	1			1
<b>Pacific Elementary School Total</b>		<b>1</b>			<b>1</b>
Vernon Greer Elementary School	Lien Xi [378349]	25	3		28
<b>Vernon Greer Elementary School Total</b>		<b>25</b>	<b>3</b>		<b>28</b>
Woodridge Elementary School	Meghan Wright [378407]	3	13		16
<b>Woodridge Elementary School Total</b>		<b>3</b>	<b>13</b>		<b>16</b>
<b>YTD</b>		<b>94</b>	<b>80</b>	<b>2</b>	<b>176</b>



**Calendar Year To Date-2024 Completed SCOE Encounters  
Data As Of 09/05/2024**

Count of Visits		Q			
School Site	Provider/Resource	Qtr1	Qtr2	Qtr3	YTD
Arcohe Elementary School	Natalie Graves [378335]	106	86	9	201
<b>Arcohe Elementary School Total</b>		<b>106</b>	<b>86</b>	<b>9</b>	<b>201</b>
Cordova High School	Lhia Casazza [378398]	136	80	13	229
<b>Cordova High School Total</b>		<b>136</b>	<b>80</b>	<b>13</b>	<b>229</b>
Ethel Baker Elementary School	Elizabeth Kirby [378432]	232	211	25	468
<b>Ethel Baker Elementary School Total</b>		<b>232</b>	<b>211</b>	<b>25</b>	<b>468</b>
Frederick C Joyce K-8	Kathleen Horsey [378403]	83	74	6	163
<b>Frederick C Joyce K-8 Total</b>		<b>83</b>	<b>74</b>	<b>6</b>	<b>163</b>
Hiram Johnson High School	Jamaya Clay [378399]	88	84		172
<b>Hiram Johnson High School Total</b>		<b>88</b>	<b>84</b>		<b>172</b>
Howe Ave Elementary School	Laura Rodriguez [378504]	110	108	3	221
<b>Howe Ave Elementary School Total</b>		<b>110</b>	<b>108</b>	<b>3</b>	<b>221</b>
Inderkum High School	Atheena Cabiness [378333]	123	40		163
<b>Inderkum High School Total</b>		<b>123</b>	<b>40</b>		<b>163</b>
Isleton Elementary School	Brittany Wanser [378273]		56	15	71
<b>Isleton Elementary School Total</b>			<b>56</b>	<b>15</b>	<b>71</b>
Katherine Johnson Middle School	Desiree Forbis [378508]	87	85	1	173
<b>Katherine Johnson Middle School Total</b>		<b>87</b>	<b>85</b>	<b>1</b>	<b>173</b>
Las Palmas Elementary School	Aubrey Manongsong [378269]	223	162	5	390
<b>Las Palmas Elementary School Total</b>		<b>223</b>	<b>162</b>	<b>5</b>	<b>390</b>
Luther Burbank High School	Regina Huerta [378329]	96	68		164
<b>Luther Burbank High School Total</b>		<b>96</b>	<b>68</b>		<b>164</b>
Madison Elementary School	Maria Ferreira [378330]	181	120		301
<b>Madison Elementary School Total</b>		<b>181</b>	<b>120</b>		<b>301</b>
Mills Middle School	Jessica Jones [378509]	89	45	9	143
<b>Mills Middle School Total</b>		<b>89</b>	<b>45</b>	<b>9</b>	<b>143</b>
Pacific Elementary School	Latoya Ramsey [378332]	158	135		293
<b>Pacific Elementary School Total</b>		<b>158</b>	<b>135</b>		<b>293</b>
Taylor St. Elementary School	Kelly Ruff [378522]	25	86	13	124
<b>Taylor St. Elementary School Total</b>		<b>25</b>	<b>86</b>	<b>13</b>	<b>124</b>
Vernon Greer Elementary School	Lien Xi [378349]	205	148	17	370
<b>Vernon Greer Elementary School Total</b>		<b>205</b>	<b>148</b>	<b>17</b>	<b>370</b>
Woodridge Elementary School	Kassandra Alcala [378506]	49			49
	Meghan Wright [378407]	43	132		175
<b>Woodridge Elementary School Total</b>		<b>92</b>	<b>132</b>		<b>224</b>
<b>YTD</b>		<b>2,034</b>	<b>1,720</b>	<b>116</b>	<b>3,870</b>

**Calendar Year To Date-2024 No Show SCOE Encounters  
Data As Of 09/05/2024**

Count of Visits		Q			
School Site	Provider/Resource	Qtr1	Qtr2	Qtr3	YTD
Arcohe Elementary School	Natalie Graves [378335]	12	12	2	26
<b>Arcohe Elementary School Total</b>		<b>12</b>	<b>12</b>	<b>2</b>	<b>26</b>
Cordova High School	Lhia Casazza [378398]	7	15	1	23
<b>Cordova High School Total</b>		<b>7</b>	<b>15</b>	<b>1</b>	<b>23</b>
Ethel Baker Elementary School	Elizabeth Kirby [378432]	19	17	9	45
<b>Ethel Baker Elementary School Total</b>		<b>19</b>	<b>17</b>	<b>9</b>	<b>45</b>
Frederick C Joyce K-8	Kathleen Horsey [378403]	5	12	1	18
<b>Frederick C Joyce K-8 Total</b>		<b>5</b>	<b>12</b>	<b>1</b>	<b>18</b>
Hiram Johnson High School	Jamaya Clay [378399]	15	7		22
<b>Hiram Johnson High School Total</b>		<b>15</b>	<b>7</b>		<b>22</b>
Inderkum High School	Atheena Cabiness [378333]	76	21		97
<b>Inderkum High School Total</b>		<b>76</b>	<b>21</b>		<b>97</b>
Isleton Elementary School	Brittany Wanser [378273]		7		7
<b>Isleton Elementary School Total</b>			<b>7</b>		<b>7</b>
Las Palmas Elementary School	Aubrey Manongsong [378269]	15	8		23
<b>Las Palmas Elementary School Total</b>		<b>15</b>	<b>8</b>		<b>23</b>
Luther Burbank High School	Regina Huerta [378329]	38	28		66
<b>Luther Burbank High School Total</b>		<b>38</b>	<b>28</b>		<b>66</b>
Madison Elementary School	Maria Ferreira [378330]	10	12		22
<b>Madison Elementary School Total</b>		<b>10</b>	<b>12</b>		<b>22</b>
Pacific Elementary School	Latoya Ramsey [378332]	16	14		30
<b>Pacific Elementary School Total</b>		<b>16</b>	<b>14</b>		<b>30</b>
Vernon Greer Elementary School	Lien Xi [378349]	4	15		19
<b>Vernon Greer Elementary School Total</b>		<b>4</b>	<b>15</b>		<b>19</b>
Woodridge Elementary School	Meghan Wright [378407]	10	17		27
<b>Woodridge Elementary School Total</b>		<b>10</b>	<b>17</b>		<b>27</b>
<b>YTD</b>		<b>227</b>	<b>185</b>	<b>13</b>	<b>425</b>

**Sacramento County**  
**Department of Health Services**  
**Sacramento Refugee Health Clinic**  
**Located at the:**  
**Sacramento County Primary Care Center**

Colleen Mahlman, LCSW  
Senior Health Program Coordinator  
Refugee Health Clinic



# About Us

The Refugee Health Clinic provides comprehensive culturally and linguistically appropriate health assessments to newly arriving refugees and asylees. Families are linked to appropriate services to ensure continuity of care.

The assessment program is supported by a combination of Medi-Cal reimbursement and grant funding.

We currently see 5,300 individuals a year, the highest number of Refugees seen by 1 Country in the entire nation.

Recently agreed to increase our capacity to see 10,000 Refugees this Upcoming FY 24-25

## Threshold Languages

- Farsi
- Dari
- Urdu
- Pashto
- Arabic
- Ukrainian
- Russian
- Spanish

# Referral Process

## Direct Referral from one of 6 Resettlement Agencies (RA) :

- ❖ Opening Doors
- ❖ World Relief
- ❖ Lao Family
- ❖ Sacramento Food Bank
- ❖ International Rescue Committee (IRC)
- ❖ Jewish Family & Community Services East Bay

## Walk-In Patients:

- ❖ Humanitarian Parolee (largely from Ukraine)
- ❖ Special Immigrant Visa Holders (SIV) without a local Resettlement agency

# Services We Provide

The Refugee Health Assessment is a benefit to eligible Immigrants and is not a requirement for them. It is a requirement for the government to offer the services, however, the Refugees themselves are not required to participate.

When completing a Refugee Health Assessment, we also complete:

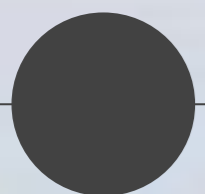
- Immunizations
- Labs to test for parasites and other diseases/health conditions
- TB test completed for EVERY patient within 90 days of arrival
- Referral to a PCP after 90 days

# Sacramento Refugee Health Clinic

Main Line  
916-874-9227

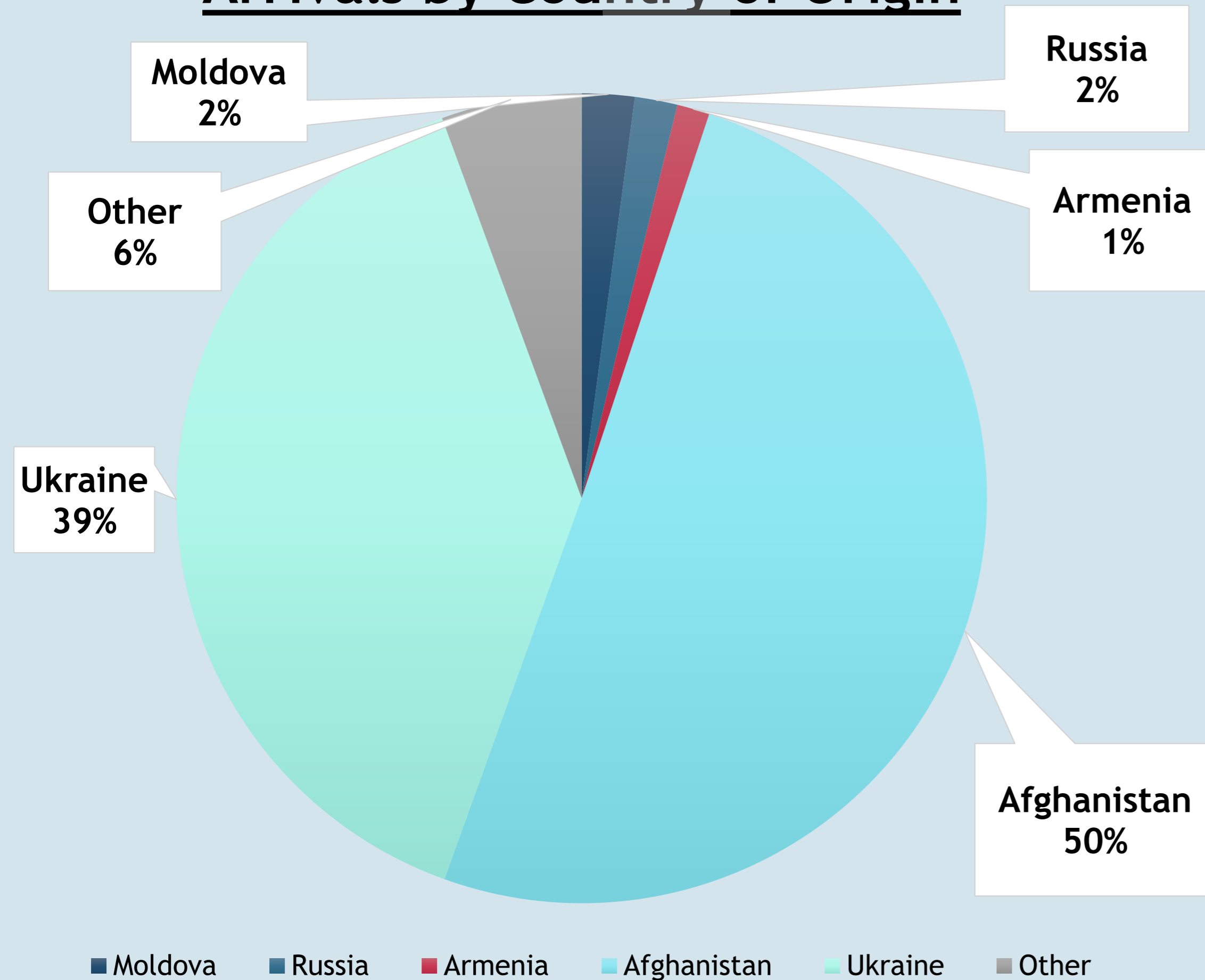
Monday - Friday  
8:00 A.M.- 5:00 P.M.

4600 Broadway, Suite 2100  
Sacramento, CA 95820



# INSIDE THE NUMBERS FY 23-24

## Arrivals by Country of Origin



## Entry Status Data:

- Special Immigrant Visa (SIV): 44%
- Refugee: 19%
- UHP (Ukrainian Health Promotion): 19%
- Others: <1%

## Gender and Age Data:

- Male: 50%
- Female: 50%

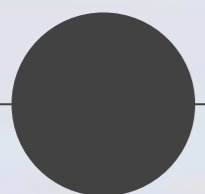
## Age Groups:

- 0-5: 15%
- 6-17: 27%
- 18-29: 20%
- 30-49: 29%
- 50-64: 6%
- 65+: 3%



# Additional Resources

- [Sacramento County Refugee Resource Page](#)
- [California Department of Social Services \(CDSS\): Services for Refugees, Asylees, and Trafficking Victims](#)
- [Office of Refugee Resettlement \(ORR\)](#)
- [CDPH Office of Refugee Health](#)



---

# Sacramento County Refugee Health Clinic

Colleen Mahlman, LCSW

Senior Health Program Coordinator

[mahlmanc@saccounty.gov](mailto:mahlmanc@saccounty.gov)

