

County of Sacramento DHS Health Center Co-Applicant Board (CAB)

Meeting Minutes

November 15, 2019 / 9:30 AM – 11:00 AM

Meeting Location

Sacramento County Health Center
Primary Care Center
Community Room 2020, 2nd Floor
4600 Broadway
Sacramento, CA 95820

CO-APPLICANT BOARD MEMBERS			
X	Jan Winbigler – Chair	X	Vince Gallo – Co-Chair
	Lynnette Bennett – <i>Excused</i>	X	Paula Lomazzi
	Mike Blain – <i>Excused</i>	X	Charles McBrayer
X	Elise Bluemel	X	Don Zorechak
	Bob Erlenbusch – <i>Excused</i>		AAron Washington - <i>Excused</i>
X	Dr. Susmita Mishra, Medical Director	X	Dr. Sharon Hutchins, Health Program Manager, Project Director
X	Tracie Hall-Burks, Health Program Manager		

County Staff: Dr. Mishra (Medical Director), Sharon Hutchins (Health Program Manager), Tracie Hall-Burks (Health Program Manager)

Public Attendees: None

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Topic	Minutes
Welcome and Introductions - <i>Jan Winbigler</i>	<p><u>Welcome and Introductions:</u></p> <ul style="list-style-type: none"> ▪ Jan welcomed CAB members and staff, and facilitated introductions.
Announcements - <i>All</i>	<p><u>Announcements:</u></p> <ul style="list-style-type: none"> ▪ Elise Bluemel recently attended a training on The Brown Act put on for Boards, Commissions, Counsels and Committees and felt it was beneficial for others to attend. ▪ Tracie Hall-Burks organized the monthly Medication Assisted Treatment (MAT) Lunch & Learn sessions as a part of the MAT Grant requirements to educate the community. Dr. John Onate, MD, from UC Davis' Psychiatric Department, was the presenter for November. ▪ Tiffany Glass began working on 10/18 as the Human Services Program Planner to oversee the Care Management program at the Sacramento County Health Center.
Election of CAB Chair and Co-Chair for 2020 – <i>Dr. Hutchins</i>	<p>Dr. Sharon Hutchins reviewed the annual election process for CAB Chair and Co-Chair:</p> <ul style="list-style-type: none"> ▪ Elections will proceed in the following order: 1) nominations for Chair, 2) election of Chair, 3) nominations for Co-Chair, 4) election of Co-Chair. ▪ Nominations submitted by CAB members prior to the meeting will be included. ▪ Officers may serve no more than 4 consecutive terms. ▪ Members may nominate themselves. Any member may decline nomination. <p><u>Election of Chair:</u></p> <ul style="list-style-type: none"> ▪ Jan Winbigler, Paula Lomazzi, Vince Gallo, and Elise Bluemel were nominated for Chair. ▪ Jan received the most votes and was elected to Chair for the term January 1 to December 31, 2020. <p><u>Election of Co-Chair:</u></p> <ul style="list-style-type: none"> ▪ Vince Gallo, Elise Bluemel, and Paula Lomazzi were nominated for Co-Chair. ▪ Vince and Elise tied for Co-Chair, and the group proceeded with a 2nd round of voting. ▪ Elise received the most votes and was elected Co-Chair for the term January 1 to December 31, 2020.

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<p>Overview of Process of Annual Evaluation of Project Director – <i>Dr. Hutchins</i></p>	<p>Dr. Hutchins was excused for this portion.</p> <ul style="list-style-type: none"> ▪ Board Members completed written Project Director Evaluations as required by the Bylaws and Co-Applicant Agreement. Tracie Hall-Burks collected the evaluations. ▪ Next Steps: Members who were not in attendance will be provided the evaluation form and asked to complete it and return it to Tracie Hall-Burks. ▪ Tracie will collate the data into one report that will be provided at the next CAB meeting (12/20/2019).
<p>CAB Membership – <i>Dr. Hutchins</i></p>	<p><u>Changes in current CAB membership:</u></p> <ul style="list-style-type: none"> ▪ Chuck informed the Board, that he was considering stepping down from the board due to an insurance change that he thought meant that he could no longer be a consumer member. Elise also informed the Board that she was considering stepping down due to losing an address in the County. The Board and staff present discussed these suggestions, examined the by-laws, and recommended that the two members continue. The two members agreed; Chuck at least until a new consumer member can be appointed. ▪ Sharon discussed the upcoming expiration date for Vince and Bob’s current terms as voting members on the board. Both members would like to be re-appointed. <ul style="list-style-type: none"> ○ <u>Motion:</u> Elise moved to vote for Bob and Vince to be reappointed to vote on behalf of the Board. Jan seconded the motion. ○ <u>Action:</u> By unanimous vote, the Board approved Bob and Vince being reappointed as voting Board members. ○ Next Step: Sharon will submit the request for reappointment to the Clerk of the Board. <p><u>Potential New Membership:</u></p> <ul style="list-style-type: none"> ▪ Sharon informed the Board she was recently contacted by a gentleman interested in joining the Co-Applicant Board. ▪ Kevin Koerber works with refugee assistance in the community and is planning to submit an application for membership through the Board of Supervisors. Sharon will follow up with the Clerk of the Board to reconcile differences in the procedures outlined in the bylaws and those in the BOS application for membership for boards and commissions. <p><u>Discussion:</u></p> <ul style="list-style-type: none"> ▪ The Board agreed it would be beneficial to have a member involved with the refugee community join the team.

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	<ul style="list-style-type: none"> ▪ The Board would like to invite Kevin to the next meeting and if his application is not already approved, they would draft a letter of support to go to the Board of Supervisors.
<p>Medical Director Updates – <i>Dr. Mishra</i></p>	<p><u>Dr. Susmita Mishra provided the following updates for the Health Center:</u></p> <ul style="list-style-type: none"> ▪ The new television monitors are scheduled to be mounted in the Health Center lobbies in December. Dr. Mishra encourages Board members to give input on content to be displayed on the televisions. ▪ Tracie Hall-Burks is working to coordinate a tour of a possible facility to move Loaves & Fishes on North C Street. ▪ During the first week of November, the company used for language interpretation, Carmazzi, went out of business without notice. Health Center staff were able to quickly call around to arrange alternative solutions within a few days through other vendors. Management will continue to seek the best permanent solution and provide an update at the next meeting. ▪ The Health Center received an award and recognition for starting to make referrals and e-consults for smoking cessation. This is one step closer to Sacramento’s goal of becoming smoke free.
<p>Quality Improvement – <i>Dr. Hutchins</i></p>	<p><u>Quality Improvement Reports:</u></p> <ul style="list-style-type: none"> ▪ Tracie Hall-Burks reviewed the Quadruple Aim, which is a new framework for determining whether health facilities and systems are being successful. The Quadruple Aim is based on the Triple Aim, which has been used for more than a decade in the health care field. The Quadruple Aim adds a focus on Care Team Well Being to the three existing foci (patient experience, patient health outcomes, and economic viability). This addition came about since the earlier Triple Aim framework seemed to be leading to staff/provider burn out, which is counter-productive to achieving the other aims. In the Quadruple Aim, there is an added focus to ensure providers/staff do not experience burn out or become overworked so that they can provide excellent quality care. ▪ During the discussion, Dr. Mishra mentioned high level discussions occurring to change provider payment based on productivity to payment based on risk reduction care. ▪ The Board agreed that the Quadruple Aim would be a helpful tool in organizing quality improvement efforts.
<p>Next Meeting Topics -</p>	<p>Review CAB Activities for 2019; QI Plan for 2020; Improved Coordination to Reduce Barriers; Other key topics</p>
<p>Public Comment– <i>Vince Gallo</i></p>	<p>There was no public comment.</p>

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<p>Closing Remarks- <i>Vince Gallo</i></p>	<p>Elise shared that she had attended the county's training for members of Boards and Commissions and found it extremely helpful. She recommends the training to other Board members. Sharon will ask the Clerk of the Board if the training was recorded and/or if handouts are available to share with the other CAB members.</p> <p>The meeting was adjourned at 10:50 am. The Board will reconvene on Friday, December 20, 2019 from 9:30 to 11:00 AM.</p> <p>Location: 4600 Broadway, Community Room #2020, Sacramento. Conference call information can be offered for those who cannot attend in person.</p> <p>Co-Applicant Board website: https://dhs.saccounty.net/PRI/Pages/Health%20Center/Co-Applicant%20Board/County-Health-Center-Co-Applicant-Board.aspx</p>
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Sacramento County Health Center website link: <https://dhs.saccounty.net/PRI/Pages/Health%20Center/Co-Applicant%20Board/County-Health-Center-Co-Applicant-Board.aspx>