

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

Meeting Agenda

October 20, 2023 / 9:30 AM to 11:00 AM

Meeting Location

Community Room 2020 at 4600 Broadway / Sacramento, CA

- Community Room 2020 is accessible without staff/security needing to let you in. The room is located on the 2nd floor at the top of the back stairs (near the Broadway entrance).

Public comment will be taken after each agenda item and at the end of the meeting.

Closed Session 9:30-10:00
Topic
HRSA Project Director evaluation – <i>Jan Winbigler, Chair</i>
Open Session 10:00-11:00
Topic
Opening Remarks and Introductions – <i>Jan Winbigler, Chair</i>
<ul style="list-style-type: none"> • Roll Call and welcoming of members and guests • *Review and approval of 09/15/23 CAB meeting minutes
Public Comment
Brief Announcements – <i>All</i>
•
Leadership Updates – <i>Drs. Mendonsa and Mishra</i>
<ul style="list-style-type: none"> • Health Resources and Services Agency (HRSA) Project Director Update -<i>Dr. Mendonsa</i> • HRSA Medical Director Reports – <i>Dr. Mishra</i> • Public Comment
Quality Improvement
<ul style="list-style-type: none"> • 2023 QI Plan: Monitoring Report for Quarter 3 – <i>Dr. Hutchins</i> • Patient Feedback Survey Findings – <i>Robyn Alongi</i> • Public Comment
CAB Governance
<ul style="list-style-type: none"> • Committees Updates to CAB – <i>Committee Chairs</i> <ul style="list-style-type: none"> ○ Clinical Operations Committee – <i>Chair Gallo</i> <ul style="list-style-type: none"> ▪ Review of Policies and Procedures <ul style="list-style-type: none"> ➢ <i>PP-CS: 01-01 Quality Improvement</i> ➢ <i>CS-03-01:Telephone-Protocol</i> ▪ Program Review: Refugee Program

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- *Finance Committee – *N/A – no meeting this month*
- *Governance Committee – *Chair Winbigler*
 - Officer nominations for 2024 – verbal nominations
 - *Proposal to amend Bylaws to align conflict of interest definition with policy and procedure document
 - Update on recruitment
 - Update on training

November Monthly Meeting Items – *All*

- HRSA Project Director Report
- HRSA Medical Director Report
- Elections for officer positions for 2024
- Committee Updates
 - Policy and Procedure Review
 - *PP-CS-03-04: Emergency Medical Response Team*
 - *PP-CS-03-02: Incident Reporting*
 - *PP-CS-02-05: Variance Reporting*
 - *07-05: Credentialing and Privileging*
 - October Financial Status Report
 - Recruitment and Training Updates
- Public Comment

Public Comment Period – *Ms. Fryer, Vice-Chair*

Closing Remarks and Adjourn – *Jan Winbigler, Chair*

Next Meeting: Friday, November 16, 2023 / 9:30-11:00 AM

*Items that require a quorum of CAB members and vote.

The Co-Applicant Board welcomes and encourages public participation in the meetings. Matters on the agenda may be addressed by members of the public at the end of that agenda item. In addition, matters under the jurisdiction of the Co-Applicant Board and not on the posted agenda may be addressed by the public following completion of regular business.

The agenda is posted on-line for your convenience at <https://dhs.saccounty.net/PRI/Pages/Health%20Center/Co-Applicant%20Board/County-Health-Center-Co-Applicant-Board.aspx>

Per the Brown Act, CAB members attending a CAB meeting through teleconferencing are required to disclose the location from which they are calling. It is illegal to call while driving. There is a cap on how many members can attend from outside Sacramento County.

Meeting facilities are accessible to persons with disabilities. Requests for interpreting services, assistive listening devices or other considerations should be submitted by contacting the Primary Health Division at (916) 875-5701 (voice) and CA Relay Services 711 (for the hearing impaired), no later than five working days prior to the meeting.