

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

Meeting Minutes

August 18, 2017 11:00 AM – 12:00 PM

Meeting Location

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

Sacramento County, DHHS, Division of Primary Health Services, Health Center website link:

<http://www.dhhs.saccounty.net/PRI/Pages/HCH%20Co-App/Health-Care-for-the-Homeless.aspx>

x = Present

CO-APPLICANT BOARD MEMBERS		
	Mike Blain	
	Bob Erlenbusch	
X	Katie Freeney	
X	Vince Gallo	COUNTY DHHS STAFF
	Rebecca Hahn	X Marcia Jo – Project Director
X	Paula Lomazzi – Chair	X Fernay Jackson -
	Sally Ooms (excused)	X Marie Ketcheshawno – Administrative Support
	Maria Respall	GUESTS
	AAaron Washington - Co-Chair	X Don K. Zorechak

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Topic	Minutes
Welcome, Introductions and Announcements – Paula Lomazzi	Paula Lomazzi welcomed all to the meeting. Don Zorechak is attending today’s meeting. He is a patient of the health center and would like to join the Co-Applicant Board. Members welcomed Don and introduced themselves.
Debrief and discuss responses to HRSA site visit August 8, 9, and 10, 2017	<p>Board members met with HRSA consultants, Amelia Broussard, Candace Kugel, and Lee Lupton, on August 9, 2017 during HRSA’s operational site visit. During the meeting the board discussed: patient members, board bylaws, board training, empowerment, disproportionate focus on homeless issues (as reflected in board minutes), extended clinic hours, financial reports, and advisory committees.</p> <p>Marcia Jo shared preliminary results discussed in the exit conference on August 10, 2017 regarding the 19 required services of the health center. These findings are unofficial. A final report is expected to be issued in 45 days. Some areas where we will focus improvement efforts include: preventive dental, credentialing, extended hours, communication about after hours care, sliding fee discount, billing and collections, conflict of interest, board authority and board composition.</p>
Board Requirements: Handouts from NHCHC Learning Lab – Paula Lomazzi	<p>Paula Lomazzi distributed her notes and copies of “Board Requirements and Beyond: How to Build an HCH Board that Meets Requirements and Exceeds Expectations” slides from the learning lab she attended on June 24, 2017 at the NHCHC conference. The board reviewed the last four pages of the slides and Paula’s notes. Some ideas that the board discussed possibly implementing include: establishing a drop box or other shared folder, making time for training at every meeting, and accountability for attendance at meetings.</p> <p>The board would like to review more of these slides at next month’s meeting.</p>
Patient Experience – Don Zorechak	<p>Don Zorechak shared his recent patient experience. He visited earlier this week but there were no appointments. He scheduled the earliest available appointment with his doctor on August 25, 2017. He later called for an earlier appointment and was advised to arrive at 7:30 a.m. to be seen on a walk-in basis as walk-in patients are seen on a first-come, first-served basis. Don relayed his dilemma about lack of public transportation available in Carmichael that would enable him to get to health center by 7:30 a.m. but he was not provided with any transportation options. He was able to get a ride to the health center today and be seen as a walk-in patient. He shared his frustration during registration at being asked for information he had already provided on the registration form he had just filled out.</p> <p>The board thanked Don for sharing his experience. Marcia Jo will take action as necessary and update the board. Marcia asked Don to share his next visit experience at the next board meeting.</p>

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Public Comment	There was no public comment.
Closing Remarks and Adjourn – Paula Lomazzi	Paula Lomazzi thanked the group for participating in today’s meeting. The Board will reconvene on September 15, 2017 at 9:30 a.m. Please see website, http://www.dhhs.saccounty.net/PRI/Pages/HCH%20Co-App/Health-Care-for-the-Homeless.aspx