

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

**Meeting Agenda**

May 21, 2021 / 9:30 AM – 11:00 AM

**Meeting Location**

Due to Public Health Emergency Via Skype: To see/share documents on the screen, go to

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[+1 \(916\) 875-8000](tel:+19168758000) OR [+1 \(916\) 874-8000](tel:+19168748000) OR [+1 \(916\) 876-4100](tel:+19168764100)

Conference ID: 1655150

Topic
<p>Opening Remarks – <i>Jan Winbigler, Chair</i></p> <ul style="list-style-type: none"> <li>• Roll Call</li> <li>• Review and approval of minutes from 3/19 meeting</li> </ul>
<p>Brief Announcements – <i>All</i></p> <ul style="list-style-type: none"> <li>•</li> </ul>
<p>Follow up Items – <i>Dr. Hutchins</i></p> <ul style="list-style-type: none"> <li>• Attendance review</li> <li>• OSV Update</li> <li>• County HIPAA Audits</li> </ul>
<p>*CAB Governance</p> <ul style="list-style-type: none"> <li>• Sub-Committee Updates to CAB               <ul style="list-style-type: none"> <li>○ *Finance – <i>Jan Winbigler</i> <ul style="list-style-type: none"> <li>▪ April Financial Status Report</li> <li>▪ Current budget status</li> <li>▪ *Review and approval of Federal Single Audit</li> <li>▪ *Approval to apply for ARP Capitol grant</li> <li>▪ *Review and approval of proposed budget for HRSA ARPA grant</li> </ul> </li> <li>○ *Strategic Planning – <i>Aaron Washington</i> <ul style="list-style-type: none"> <li>▪ Update on meeting activity</li> <li>▪ *Review and approval of <i>SCHC Strategic Plan, 2021-2023</i></li> </ul> </li> <li>○ *Clinical Operations – <i>Aaron Washington</i> <ul style="list-style-type: none"> <li>▪ *Review and approval of PP 03-05: After-Hours Services</li> <li>▪ *Review and approval of PP 04-12: Patient Feedback Survey</li> </ul> </li> <li>○ Governance – <i>Jan Winbigler</i> <ul style="list-style-type: none"> <li>▪ Resuming meeting schedule</li> <li>▪ Role of Board</li> <li>▪ Member recruitment</li> </ul> </li> </ul> </li> </ul>
<p>Preview: Service Area Competition &amp; Needs Assessment – <i>Sharon Hutchins</i></p>
<p>Review of 2021 Activity Calendar – <i>Sharon Hutchins</i></p>
<p>Medical Director Update – <i>Dr. Mishra</i></p>

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**Next Meeting Items – All**

- April Financial Status Report
- Sub-Committee updates
- 2021 CAB Member Recruitment Plan
- Service Area Competition Update
- Health Needs Assessment Update

**Public Comment – *Paula Lomazzi, Vice-Chair***

**Closing Remarks and Adjourn – *Jan Winbigler, Chair***

**Next Meeting:** June 18, 2021/ 9:30-11:00 AM

\*Items that require a quorum.

The Co-Applicant Board welcomes and encourages participation in the meetings.

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>

Due to the public health emergency created by the COVID-19 pandemic, in person meetings are not permitted at this time. Per the Brown Act, those 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.