

**County of Solano  
Community Healthcare Board  
Regular Meeting**

January 19, 2022  
12:00 pm-2:00 pm

Conference Call Microsoft Teams

MS Teams Dial-in number: 1-323-457-3408 and Conference ID: 446 778 066# (new ID)

Due to the Board's AB 361 findings on 12/15/21, and COVID-19 social distancing requirements, which expired on 1/15/22, the Community Health Board must make new AB 361 findings in order to hold this meeting via teleconference. To join in for audio only, please use the dial in number and Conference ID above.

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The County of Solano Community Health Board does not discriminate against persons with disabilities. If you wish to participate in the meeting and you require assistance to do so, please call Solano County Family Health Services at 707-784-2170 at least 24 hours in advance of the event to make reasonable arrangements to ensure accessibility to the meeting.

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Public Comment: To submit public comment, please see the options below.

Mail:

If you wish to address any items listed on the Agenda by written comment, please submit comments in writing to FHS Community Healthcare Board Clerk by U.S. Mail. Written comments must be received no later than 8:30 A.M. on the day of the meeting. The mailing address is: Solano County H&SS, ATTN: FHS CHB Clerk (MS 5-240), P. O. Box 4090, Fairfield, CA 94533. Copies of comments received will be provided to the Board and will become part of the official record but will not be read aloud at the meeting.

Phone:

To submit comments verbally from your phone during the meeting, you may do so by dialing 1-323-457-3408, and Conference ID: 446 778 066#. No attendee ID number is required. Once entered in the meeting, you will be able to hear the meeting and will be called upon to speak during the public comment period.

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Non-confidential materials related to an item on this Agenda, submitted to the Board after posting of the agenda at: [https://www.solanocounty.com/depts/ph/bureaus/fhs/community\\_healthcare\\_board/](https://www.solanocounty.com/depts/ph/bureaus/fhs/community_healthcare_board/) and Family Health Service clinics located at 1119 E. Monte Vista, Vacaville, CA; 2101 Courage Drive, Fairfield, CA; 2201 Courage Drive, Fairfield, CA; and 365 Tuolumne Drive, Vallejo, CA., will be updated at [https://www.solanocounty.com/depts/ph/bureaus/fhs/community\\_healthcare\\_board/](https://www.solanocounty.com/depts/ph/bureaus/fhs/community_healthcare_board/) and emailed upon request. You may request materials by contacting the Clerk at 707-784-2170.

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**AGENDA**

**1) CALL TO ORDER – 12:00 PM**

- a) Welcome
- b) Roll Call

**2) UPDATE BY DEPUTY COUNTY COUNSEL**

At the December 15, 2021 meeting, a majority of the Board voted to make AB 361 findings to allow teleconferencing without compliance with the requirements of Government Code section 54953(b)(3). The prior findings expire the earlier of January 15, 2022, or such time the Board makes subsequent AB 361 findings.

County Counsel recommends the Board consider making AB 361 findings before each meeting.

**ACTION ITEM:** Consider making the findings that:

- i) Pursuant to Government Code section 8625, Governor Gavin Newsom declared a State of Emergency in the State of California on March 4, 2020, as a result of the threat of the Coronavirus (COVID-19) pandemic; and the proclaimed State of Emergency remains in effect; and,
- ii) As of the date of this Meeting, neither the Governor nor the state Legislature have exercised their respective powers pursuant to Government Code section 8629 to lift the state of emergency either by proclamation or by concurrent resolution the state Legislature; and,
- iii) The California Department of Industrial Relations has issued regulations related to COVID-19 Prevention for employees and places of employment. Title 8 of the California Code of Regulations (CCR), Section 3205(5)(D) specifically recommends physical (social) distancing as one of the measures to decrease the spread of COVID-19 based on the fact that particles containing the virus can travel more than six feet, especially indoors; and
- iv) Based on the California Department of Industrial Relations' issuance of regulations related to COVID-19 Prevention through Title 8 of the California Code of Regulations, Section 3205(c)(5)(D), the Board finds that state or local officials have



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- imposed or recommended measures to promote social distancing; and,
- v) California Department of Public Health (“CDPH”) and the federal Centers for Disease Control and Prevention (“CDC”) caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>); and,
  - vi) Board members and members of the public interested in the issues brought before the Board are predominantly involved with a frontline community healthcare clinic, which has been shown to be particularly risky setting for COVID-19 transmission, requiring increased Occupational Safety and Health Administration (OSHA) safety standards; and,
  - vii) As a result, the Board hereby proclaims that state officials have imposed or recommended measures to promote social (physical) distancing based on the California Department of Industrial Relations’ issuance of regulations related to COVID-19 Prevention through Title 8 of the California Code of Regulations, Section 3205(c)(5)(D) and holding meetings in person would present imminent risks to the health or safety of attendees; and
  - viii) The Board will conduct open and public remote teleconferencing meetings in accordance with AB 361 immediately upon making these findings until the earlier of (1) February 19, 2022, or (2) such time that the Board makes subsequent findings in accordance with Government Code section 54953(e)(3) to extend the time during which the Board may continue to teleconference without compliance with Government Code section 54953(b)(3).

**3) APPROVAL OF THE AGENDA**

**4) PUBLIC COMMENT**

This is the opportunity for the Public to address the Board on a matter not listed on the Agenda, but it must be within the subject matter jurisdiction of the Board. Due to COVID-19, the public can join as audio only. If you would like to make a comment, please announce your name and the topic you wish to comment and limit comments to three (3) minutes.

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**5) PROJECT DIRECTOR / CLINIC OPERATIONS OFFICER REPORT**

- a) Health Center Operations Update
- b) Staffing Update

**6) OPERATIONS COMMITTEE UPDATE REPORTS**

- a) 2019 – 2022 Strategic Plan Update – Dona Weissenfels
- b) Quarterly Financial Report – Nina Delmendo
- c) Hiring Credentialing update – Niccore Tyler/Elise Lenox
  - Health Plan enrollment
  - Office of Inspector General's (OIG) Sanction List
  - Board License check
- d) Family Health Services Compliance update – Cheryl Esters
- e) Grant updates – Noelle Soto

**7) UNFINISHED BUSINESS**

Credentialing Privileging Policy and Procedure – This item will be presented to the Board for approval, pending completion of policy review by Compliance

**8) DISCUSSION**

- a) Project Officer/CEO Evaluation Review
- b) Annual Bylaws Appendix A – Conflict of Interest
- c) Annual Confidentiality Form

**9) ACTION ITEM**

- a) Postpone Project Officer/CEO Evaluation Review
- b) The Board will consider to apply for the Fiscal Year 2022 Ryan White HIV/AIDS Program Part C Capacity Development Grant

**10) BOARD MEMBER COMMENTS**

**11) PARKING LOT (These items are postponed, until further notice.)**

- a) Compliance Training and Robert's Rules Review
- b) Health Center Marketing Campaign & Website Design
- c) The IHI Quadruple Atm Initiative \*Health Center Practices\*

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**12) NEXT COMMUNITY HEALTHCARE BOARD MEETING**

DATE: February 16, 2022

TIME: 12:00 P

TO JOIN: Telephone Conference Call

Dial: +1-323-457-3408, Conference ID: 446 778 066#

**13) ADJOURN**



**COUNTY OF SOLANO  
EXPENDITURE AND REVENUE REPORT  
DEPT: 7580 FAMILY HEALTH SERVICES  
DECEMBER 31, 2021**

	A	B	C	D	E
Category Subobject	Description	FY 2021/22 Approved Budget *	Actuals for Month of December	YTD Actuals	% of Actual Spending Against WB (Col D divided by Col B)
<b>EXPENDITURES</b>					
<b>1000</b>	<b>SALARIES AND EMPLOYEE BENEFITS</b>				
1 0001110	SALARY/WAGES REGULAR	13,950,071	1,089,005	4,703,799	33.72%
2 0001121	SALARY/WAGES-EXTRA HELP	328,988	8,386	54,910	16.69%
3 0001131	SALARY/WAGES OT/CALL-BACK	46,250	13,431	52,413	113.33%
4 0001141	SALARY/WAGES PREMIUM PAY	-	-	183	0.00%
5 0001142	SALARY/WAGES STANDBY PAY	63,500	5,257	22,663	35.69%
6 0001210	RETIREMENT-EMPLOYER	3,903,522	230,797	1,095,882	28.07%
7 0001211	PARS RETIREMENT-ER	12,207	-	20,363	166.81%
8 0001212	DEFERRED COMP-COUNTY MATCH	10,530	1,065	4,708	44.71%
9 0001213	OPEB COSTS	277,288	21,696	93,240	33.63%
10 0001220	FICA-EMPLOYER	988,121	66,190	318,513	32.23%
11 0001230	HEALTH INS-EMPLOYER	2,382,030	138,462	724,532	30.42%
12 0001231	VISION CARE INSURANCE	25,295	1,309	7,563	29.90%
13 0001240	COMPENSATION INSURANCE	395,921	395,921	395,921	100.00%
14 0001241	LT DISABILITY INSURANCE ER	8,656	295	1,439	16.62%
15 0001250	UNEMPLOYMENT INSURANCE	45,845	-	45,845	100.00%
16 0001260	DENTAL INS-EMPLOYER	159,726	8,555	46,281	28.98%
17 0001270	ACCRUED LEAVE CTO PAYOFF	80,114	14,420	33,757	42.14%
18 0001290	LIFE INSURANCE-EMPLOYER	19,042	1,045	5,666	29.76%
19 0001999	SALARY SAVINGS	(2,411,991)	-	-	0.00%
20 1000	<b>SALARIES AND EMPLOYEE BENEFITS</b>	<b>20,285,115</b>	<b>1,995,833</b>	<b>7,627,677</b>	<b>37.60%</b>
21					
22 2000	<b>SERVICES AND SUPPLIES</b>				
23 0002021	COMMUNICATION-TELEPHONE SYSTEM	116,529	15,210	31,088	26.68%
24 0002022	COMMUNICATION-TELEPHONE AMC	19,168	3,600	3,600	18.78%
25 0002025	CELLULAR COMMUNICATION SERVICE	15,660	620	4,774	30.48%
26 0002026	CELL PHONE ALLOWANCE	480	40	214	44.58%
27 0002028	TELEPHONE SERVICES	17,000	1,573	7,899	46.46%
28 0002035	HOUSEHOLD EXPENSE	24,633	2,082	10,592	43.00%
29 0002050	INSURANCE-RISK MANAGEMENT	1,544	-	1,544	100.00%
30 0002051	LIABILITY INSURANCE	254,842	254,844	254,844	100.00%
31 0002057	MALPRACTICE INSURANCE	357,058	-	-	0.00%
32 0002103	INTERPRETERS	6,462	-	935	14.47%
33 0002120	MAINTENANCE EQUIPMENT	37,741	2,628	10,649	28.22%
34 0002122	FUEL & LUBRICANTS	1,643	282	574	34.92%
35 0002140	MAINTENANCE-BLDGS & IMPROVE	22,375	1,545	4,430	19.80%
36 0002151	DRUGS & PHARMACEUTICAL SUPP	433,180	11,033	105,658	24.39%
37 0002153	MEDICAL/DENTAL SUPPLIES	411,530	21,755	133,555	32.45%
38 0002170	MEMBERSHIPS	14,260	668	1,223	8.58%
39 0002171	PROFESSIONAL LICENSES & CERT	13,303	139	3,837	28.84%
40 0002176	FEES AND PERMITS	10,965	495	3,800	34.66%
41 0002180	BOOKS & SUBSCRIPTIONS	10,000	-	-	0.00%
42 0002200	OFFICE EXPENSE	59,930	4,789	14,642	24.43%
43 0002201	EQUIPMENT UNDER \$1,500	16,024	-	2,039	12.72%
44 0002202	CONT ASSETS COMPUTER RELATED	130,700	-	-	0.00%
45 0002203	COMPUTER COMPONENTS <\$1,500	8,500	1,432	1,432	16.85%
46 0002204	COMPUTER RELATED ITEMS:<\$500	3,500	961	1,123	32.10%
47 0002205	POSTAGE	55	-	-	0.00%
48 0002206	CONT ASSET-NON COMP RELATED	18,000	-	-	0.00%
49 0002207	ERGONOMIC UNDER \$1500	25,206	-	-	0.00%
50 0002215	MANAGED PRINT COST PER COPY	14,387	23	1,248	8.67%
51 0002216	MAINTENANCE/SERVICE CONTRACTS	15,500	373	11,499	74.19%
52 0002221	RECORDS STORAGE	4,558	211	1,275	27.96%
53 0002226	MEDICAL/DENTAL SERVICE	233,350	22,173	85,272	36.54%
54 0002245	CONTRACTED SERVICES	279,000	-	80,037	28.69%
55 0002250	OTHER PROFESSIONAL SERVICES	219,682	16,314	43,268	19.70%



		A	B	C	D	E
	Category Subsubject	Description	FY 2021/22 Approved Budget *	Actuals for Month of December	YTD Actuals	% of Actual Spending Against WB (Col D divided by Col B)
56	0002255	CREDIT CARD PROCESSING FEES	2,450	132	697	28.46%
57	0002260	DATA PROCESSING SERVICES	2,450	-	1,800	73.47%
58	0002261	SOFTWARE MAINTENANCE & SUPPORT	480,177	7,264	139,745	29.10%
59	0002263	H&SS DOIT TIME STUDY COSTS	600,081	-	97,986	16.33%
60	0002264	HSS CDP COSTS	336,326	28,027	168,163	50.00%
61	0002266	CENTRAL DATA PROCESSING SVCE	822,832	68,569	411,416	50.00%
62	0002270	SOFTWARE	5,000	11	11	0.21%
63	0002271	SOFTWARE RENTAL / SUBSCRIPTION	29,971	1,630	11,069	36.93%
64	0002280	PUBLICATIONS AND LEGAL NOTICES	935	-	1,421	152.02%
65	0002281	ADVERTISING/MARKETING	7,500	-	675	9.00%
66	0002285	RENTS & LEASES - EQUIPMENT	28,600	368	4,898	17.12%
67	0002295	RENTS & LEASES-BUILDINGS/IMPR	6,000	-	400	6.67%
68	0002310	EDUCATION & TRAINING	20,725	2,922	2,922	14.10%
69	0002312	SPECIAL DEPARTMENTAL EXPENSE	73,964	277	6,611	8.94%
70	0002335	TRAVEL EXPENSE	7,789	-	-	0.00%
71	0002336	TRAVEL OUT-OF-STATE	4,288	-	-	0.00%
72	0002337	MEALS/REFRESHMENTS	3,000	-	-	0.00%
73	0002338	EMPLOYEE RECOGNITION	1,000	-	-	0.00%
74	0002345	MOVING/FREIGHT/TOWING	500	-	-	0.00%
75	0002350	COUNTY GARAGE SERVICE	19,027	3,215	10,025	52.69%
76	0002355	PERSONAL MILEAGE	24,700	776	3,351	13.57%
77	0002360	UTILITIES	174,587	12,002	70,297	40.26%
78	0002361	WATER	38,470	1,161	13,225	34.38%
79	2000	<b>SERVICES AND SUPPLIES</b>	<b>5,487,137</b>	<b>489,144</b>	<b>1,765,762</b>	<b>32.18%</b>
80						
81	3000	<b>OTHER CHARGES</b>				
82	0003121	INDIGENT CARE	10,250	91	8,031	78.35%
83	0003153	CONTRACTED DIRECT SERVICES	1,091,000	41,034	54,332	4.98%
84	0003158	FOOD FOR INDIGENT CLIENS	150	-	8	5.44%
85	0003160	TRANSPORTATION FOR CLIENTS	28,600	-	646	2.26%
86	0003690	INTERFUND SERVICES USED-COUNTY	6,595	-	-	0.00%
87	0003694	INTERFUND SVCES-PROFESSIONAL	625,383	83,130	119,264	19.07%
88	0003695	INTERFUND SVCES-MNT MATERIALS	10,303	-	829	8.04%
89	0003696	INTERFUND SVCES-SMALL PROJECTS	14,482	1,628	8,442	58.29%
90	0003697	INTERFUND SVCES-POSTAGE	26,131	3,361	10,453	40.00%
91	0003698	INTERFUND SVCES-MNT LABOR	7,401	-	839	11.34%
92	0003701	CONTRIB - NON COUNTY AGENCIES	5,000	-	-	0.00%
93	0003710	COUNTYWIDE ADMIN OVERHEAD	1,224,760	1,224,760	1,224,760	100.00%
94	0003712	CAC BUILDING CHARGES	213	213	213	100.00%
95	3000	<b>OTHER CHARGES</b>	<b>3,050,268</b>	<b>1,354,218</b>	<b>1,427,816</b>	<b>46.81%</b>
96						
97	4000	<b>FIXED ASSETS</b>				
98	0004303	EQUIPMENT	28,108	-	-	0.00%
99	0004304	COMPUTER EQUIPMENT	-	-	-	-
100	4000	<b>FIXED ASSETS</b>	<b>28,108</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
101						
102	5000	<b>OTHER FINANCING USES</b>				
103	0005040	TRANS OUT-POBs	216,437	17,117	73,705	34.05%
104	5000	<b>OTHER FINANCING USES</b>	<b>216,437</b>	<b>17,117</b>	<b>73,705</b>	<b>34.05%</b>
105						
106	7000	<b>INTRA FUND TRANSFERS</b>				
107	0007010	INTRA-FUND TRANSFER	2,684,026	-	366,147	13.64%
108	0007023	INTRAFUND SVCES-PERSONNEL	(198,077)	(910)	(15,977)	8.07%
109	0007024	INTRAFUND SVCES-PROFESSIONAL	-	0	81	0.00%
110	7000	<b>INTRA FUND TRANSFERS</b>	<b>2,485,949</b>	<b>(910)</b>	<b>350,251</b>	<b>14.09%</b>
111						
112		<b>TOTAL EXPENDITURES</b>	<b>31,553,014</b>	<b>3,855,402</b>	<b>11,245,211</b>	<b>35.64%</b>
113						



	A	B	C	D	E	
Category Subobject	Description	FY 2021/22 Approved Budget *	Actuals for Month of December	YTD Actuals	% of Actual Spending Against WB (Col D divided by Col B)	
114	<b>REVENUES</b>					
115						
116	9500	<b>INTERGOVERNMENTAL REVENUES</b>				
117	0009567	COVID-19 FEDERAL DIRECT	2,568,438	-	433,465	16.88%
118	0009572	FEDERAL AID	1,994,402	-	533,981	26.77%
119	0009596	PRIOR YEAR REV-FEDERAL	-	-	1,055	-
120	9500	<b>INTERGOVERNMENTAL REVENUES</b>	<b>4,562,840</b>	<b>-</b>	<b>968,501</b>	<b>43.65%</b>
121						
122	9600	<b>CHARGES FOR SERVICES</b>				
123	0009603	PHOTO/MICROFICHE COPIES	4,234	120	1,471	34.75%
124	0009643	PRIVATE PAY PATIENT	179,630	12,189	89,396	49.77%
125	0009657	INSURANCE PAYMENTS	25,832	2,056	64,853	251.06%
126	0009661	MEDI-CAL SERVICES	17,973,234	101,879	5,678,459	31.59% *
127	0009662	MEDICARE SERVICES	164,919	78,367	395,644	239.90%
128	0009670	MANAGED CARE SERVICES	4,419,729	395,543	2,384,343	53.95%
129	9600	<b>CHARGES FOR SERVICES</b>	<b>22,767,578</b>	<b>590,154</b>	<b>8,614,168</b>	<b>37.84%</b>
130						
131	9700	<b>MISC REVENUES</b>				
132	0009703	OTHER REVENUE	1,178,480	72,905	88,533	7.51%
133	9700	<b>MISC REVENUES</b>	<b>1,178,480</b>	<b>72,905</b>	<b>88,533</b>	<b>7.51%</b>
134						
135		<b>TOTAL REVENUE</b>	<b>28,508,898</b>	<b>663,059</b>	<b>9,671,201</b>	<b>89.00%</b>
136						
137						
138	<b>TOTAL EXPENDITURES VS TOTAL REVENUES</b>					
139						
			FY 2021/22 Approved Budget *	December 2021 Actuals	12/31/21 YTD Actuals	
140						
141		<b>TOTAL EXPENDITURES</b>	31,553,014	3,855,402	11,245,211	
142		<b>TOTAL REVENUE</b>	28,508,898	663,059	9,671,201	
143						
144		<b>DEFICIT/(SURPLUS)</b>	3,044,116	3,192,343	1,574,010	
145						
146						
147						
148	<b>USE OF 1991 REALIGNMENT (DEFICIT)</b>					
149						
150	0009519	STATE VLF 1991 REALIGNMNT - PH	3,044,116	3,192,343	1,574,010	
	<i>*Recommended budget and supplemental adjustments approved by the BOS on 6/24/21</i>					



## *APPENDIX “A” Conflict of Interest*

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*Conflict of Interest.* Defined as an actual or perceived interest by the member in an action which results or has the appearance of resulting in personal, organizational, or professional gain.

*Duty of Loyalty.* Board members be faithful to the organization and can never use information obtained in his/her position as a Board member for personal gain.

### Responsibilities of Board Members

1. A Board member must declare and explain any potential conflicts of interest related to:
  - Using her/his Board appointment in any way to obtain financial gain for the member’s household or family, or for any business with which the Board member or a Board member’s household or family is associated; and
  - Taking any action on behalf of the Board, the effect of which would be to the member’s household or family’s, private financial gain or loss.
2. No member of the Board shall vote in a situation where a personal conflict of interest exists for that member.
3. No member of the Board shall be an employee or an immediate family member of an employee of the FQHC clinics; however, a member may otherwise be an employee of the county.
4. No Board member shall be an employee of an FQHC or an immediate family member of an employee.
5. Any member may challenge any other member(s) as having a conflict of interest by the procedures outlined in the Board’s Bylaws, Article IX.

As a Board member, my signature below acknowledges that I have received, read and had an opportunity to ask clarifying questions regarding these conflict of interest requirements. I understand that any violation of these requirements may be grounds for removal from Board membership. I further understand that I may be subject to all other applicable state and federal conflict of interest requirements in addition to the provisions set forth in these bylaws.

Board Member’s name (please print):

\_\_\_\_\_

Board Member’s signature:

\_\_\_\_\_ Date: \_\_\_\_\_

## **Fiscal Year 2022 Ryan White HIV/AIDS Program Part C Capacity Development Grant**

**Deadline:** February 15, 2022

**Total Funding Available:** \$4,000,000

**Estimated Award Amount:** Up to \$150,000

**Estimated Number of Awards:** 50

**Project period:** September 1, 2022 through August 31, 2021 (1 year)

**Purpose:** To provide funding to assist public and nonprofit entities in their efforts to strengthen their organizational infrastructure and to increase their capacity to develop, enhance, or expand access to high quality HIV primary healthcare services for people living with HIV or who are at risk of infection in underserved and rural communities.

The grant will be awarded under **one short-term activity** under two categories that can be completed by the end of the one-year performance period.

- Category:**
1. HIV care innovation
    - Community health workers
    - Integration of HIV primary care with oral health and/or behavioral health
    - Rapid antiretroviral therapy (ART)
    - Transitioning youth into adult HIV care
  
  2. Infrastructure development
    - Dental equipment for expanding dental service capacity
    - Emergency preparedness
    - Telehealth