

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

November 15, 2023  
12:00 pm – 2:00 pm  
2101 Courage Drive, Fairfield, CA 94533  
Room Location: Multi-Purpose Room

---

**AGENDA**

**1) CALL TO ORDER – 12:00 PM**

- a) Welcome
- b) Roll Call

**2) APPROVAL OF THE NOVEMBER 15, 2023 AGENDA**

**3) 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. 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.

**REGULAR CALENDAR**

**4) APPROVAL OF MINUTES**

Approval of the October 18, 2023, draft meeting minutes.

**5) CLINIC OPERATIONS REPORTS**

**Report submitted?**

- |   |     |
|---|-----|
| a) Staffing Update – Dona Weissenfels       | Yes |
| b) Credentialing Update – Desiree Bodiford  | Yes |
| c) HRSA Grants Update(s) – Noelle Soto      | Yes |
| d) Grievances/Compliments – Rebecca Cronk   | Yes |
| e) Compliance – Cheryl Esters               | No  |
| f) Finance – Nina Delmendo                  | Yes |
| g) Referrals – Cynthia Coutee               | No  |
| h) Major Project Updates – Dona Weissenfels | No  |
| i) QI Update – Dr. Michele Leary            | No  |
| j) Revenue Cycle Management – Nina Delmendo | Yes |
| k) FHS Clinic Q-Matic Stats – Noelle Soto   | Yes |

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

**6) HRSA PROJECT OFFICER REPORT**

- a) Health Center HRSA Project Officer Update – Dona Weissenfels
  - i) Health Center Activities – Internal and External Update
  - ii) Strategic Plan Review
  - iii) DHCS Equity and Practice Transformation, Provider Directed Payment Program Grant Application Update
  - iv) HRSA Virtual On Site Visit Report and Update
  - v) Board membership recruitment update

**7) BUSINESS GOVERNANCE**

- a) Review and consider approval of the Ryan White Part C Early Intervention Services (EIS) Program Non-Competing Continuation (NCC) Progress Report – Noelle Soto
  - i) **ACTION ITEM:** The Board will consider approval of the Ryan White Part C Early Intervention Services (EIS) Program Non-Competing Continuation (NCC) Progress Report
- b) Review and consider approval of the FY 2023 Bridge Access Program (Bridge Funding) – Noelle Soto
  - i) **ACTION ITEM:** The Board will consider approval of the FY 2023 Bridge Access Program (Bridge Funding)

**8) DISCUSSION**

- a) Board Nominations – Chair, Vice Chair and Member at Large. Voting for these offices will be at the December Meeting.
- b) Review Annual Board Calendar for any additions or changes. Voting on the 2024 Community Healthcare Board Calendar will be at the December meeting.
- c) Board Member Application received from Etta Cooper.
  - i) the Executive Committee reviewed the Board Member Application submitted by Etta Cooper and recommends the Board's approval for Etta Cooper to be appointed as a Community Healthcare Board Member.
  - ii) **ACTION ITEM:** The Board will consider Etta Cooper to be appointed as a Community Healthcare Board Member.

**9) BOARD MEMBER COMMENTS**

**10) ADJOURN: TO THE COMMUNITY HEALTHCARE BOARD MEETING OF:**

DATE: December 20, 2023  
TIME: 12:00 pm – 2:00 pm  
LOCATION: Multi-Purpose Room  
2201 Courage Drive  
Fairfield, CA 94533



**County of Solano  
Community Healthcare Board  
DRAFT**

**REGULAR GOVERNING BOARD MEETING MINUTES**

Wednesday, October 18, 2023

In Person Meeting

**Members Present:**

At Roll Call: Michael Brown, Ruth Forney, Charla Griffith, Gerald Hase, Deborah Hillman, Anthony Lofton, Don O'Conner, Brandon Wirth.

**Members Absent:** Tracee Stacy, Sandra Whaley, Robert Wieda.

**Staff Present:**

Bela Matyas, Dr. Michele Leary, Dona Weissenfels, Julie Barga, Desiree Bodiford, Cynthia Coutee, Rebecca Cronk, Nina Delmendo, Katreena Dotson, Cheryl Esters, Krista McBride, Dr. Reza Rajabian, Noelle Soto, Kathryn Power, Danielle Seguerre-Seymour and Patricia Zuñiga-Gerhardt.

**1) Call to Order- 12:10 pm**

- a. Welcome
- b. Roll Call

**2) Approval of the October 18, 2023 Agenda**

Motion: To approve the October 18, 2023 Agenda.

Motion by: Michael Brown and seconded by Deborah Hillman

Discussion: None.

Ayes: Michael Brown, Ruth Forney, Charla Griffith, Gerald Hase, Deborah Hillman, Anthony Lofton, and Don O'Conner, Brandon Wirth.

Nays: None

Abstain: None

Motion Carried

**3) Public Comment**

There was no Public Comment.

**Regular Calendar**

**4) Approval of Minutes**

Approval of the September 20, 2023 Draft Minutes



**County of Solano**  
**Community Healthcare Board**  
**DRAFT**

Motion: To approve the August 16, 2023 Draft September 18, 2023 Minutes

Motion by: Don O'Connor and seconded by Ruth Forney

Discussion: None.

Ayes: Michael Brown, Ruth Forney, Charla Griffith, Gerald Hase, Deborah Hillman, Anthony Lofton, and Don O'Conner.

Nays: None

Abstain: Brandon Wirth.

Motion Carried

**5) Clinic Operations Reports**

- a. **Staffing Update** — Dona Weissenfels
  - i. Dona shared that there was a lot of provider recruitment happening and that the Senior Health Services Clinic Manager and Fairfield Health Services Clinic Manager candidates are in the hiring process and she expects them to be onboard in late November or early December.
- b. **Credentialing Update** — Desiree Bodiford
  - i. Desiree reported that screening took place for 131 employees and there were no sanctions.
- c. **HRSA Grants update** — Noelle Soto
  - i. Noelle mentioned that FHS was awarded the HRSA Bridge Access Program, in the amount of \$26,067.00 and that it was calculated based on the UDS 2023 numbers reported. The purpose is to support maintain COVID-19 vaccination, testing and therapeutic services. She will bring budget and additional grant information for review and approval in November.
  - ii. Noelle mentioned the Non-Competing Continuation (NCC) Progress Report for the Ryan White HIV/AIDS Program Part C Grant opened and is due November 17, 2023 and the Health Center Program Grant (H80 HCP) opened and is due December 8, 2023.
- d. **Grievances/Compliments** — Rebecca
  - i. Rebecca stated the report covered July and August of 2023.
  - ii. She stated that the grievances are primarily scheduling, which is due to a shortage of providers. Also, there currently are eight (8) categories and they are working on written explanations of each category. Will present these at a future meeting.
- e. **Compliance** — Cheryl
  - i. Cheryl stated there were no compliance updates to report.
- f. **Finance** — Nina Delmendo
  - i. Nina mentioned there was an FHS Quarterly Financial Report later in the agenda up for Board approval.
- g. **Referrals** — Cynthia Coutee
  - i. Cynthia thanked Dr. Leary for her assistance in the data submitted for the reports, which covers January through July 2023 and the reports highlight the reasons for referrals.



**County of Solano**  
**Community Healthcare Board**  
**DRAFT**

- iii. Cynthia also mentioned that there was discussion to possibly have a specialty provider in the clinics, to see patients.
  - h. **Major Project Updates — Dona Weissenfels**
    - i. There were no updates to report.
    - i. **QI update — Dr. Michele Leary**
      - i. Dr. Leary stated there were no data updates and it is the end of the year push for measurements. There are 30 appointments scheduled for hypertension, A1C, mammogram, PAPs and Cologuard, all the measurements, tomorrow and Tuesday.
      - i. Dr. Leary asked about follow ups of “no shows” for appointments. Cheryl stated she would check and follow up with Dr. Matyas and Dona. Dona will reach out to PHC regarding the dates.
    - j. **Revenue Cycle Management — Nina Delmendo**
      - i. Nina mentioned there was no report, but that Dona and she are discussing and evaluating the report content, so the data is relevant and on track.
    - k. **FHS Clinic Q-Matic Stats — Noelle Soto**
      - i. Noelle mentioned the Q-Matic data includes August and September 2023. She also discussed the relation of no-shows and tracking facilitating double booking and possibilities with new EHR (OCHIN).
- 6) HRSA Project Officer Report- Dona Weissenfels;**
- a. Health Center HRSA Project Officer Update
    - i. Health Center Activities – Internal and External  
Internal
      - Dona mentioned that FHS was approved to have a Sole Source Contractor, Factor Health, to help with the planning and transition from NextGen to EPIC Electronic Health Records (EHR). FHS still needs an IT Manager.
      - She mentioned the transition to EPIC is scheduled to start February 2024 and be implemented by September 2024.
      - Board Member Ruth Forney suggested FHS to think about marketing and rebranding of FHS during the transition and implementation of the new program. She also mentioned that people in the community still are unaware that there are County Clinics.
    - ii. Dona stated that she will have the Strategic Plan on the agenda at the next meeting.
    - iii. Dona thanked Rebecca and Cynthia for their effort with crating standard Call Center scripts, which give options for care and preventing misinformation.
    - iv. Dona stated the HRSA VOSV results were received and she has reached out to the assigned HRSA Representative to address Corrective Action. All corrective actions are due to HRSA January 2024. She reviewed some of the findings with the Board.
- 7) Business Governance**
- a. Review and consider approval of the California Department of Health Care Services (DHCS), Equity and Practice Transformation (EPT) Provider Directed Payment Program Grant Application — Dona Weissenfels
    - i) **Action item:** The Board will consider approval of submission, of the DHCS EPT Provider Directed Payment Program Grant Application.



**County of Solano  
Community Healthcare Board  
DRAFT**

Discussion: None.

Motion: To approve the submission of the DHCS EPT Provider Directed Payment Program Grant Application

Motion by: Ruth Forney and seconded by Don O'Conner

Ayes: Michael Brown, Ruth Forney, Charla Griffith, Gerald Hase, Deborah Hillman, Anthony Lofton, Don O'Conner, Brandon Wirth.

Nays: None

Abstain: None

Motion Carried

- b. Review and consider approval of the Quarterly Financial Report — Nina Delmendo**
  - i) Action item:** The Board will consider approval of the Quarterly Financial Report

Discussion: None.

Motion: To approve the

Motion by: Ruth Forney and seconded by Deborah Hillman

Ayes: Michael Brown, Ruth Forney, Charla Griffith, Gerald Hase, Deborah Hillman, Anthony Lofton, Don O'Conner, Brandon Wirth.

Nays: None

Abstain: None

Motion Carried

**8) Discussion**

- a. Request an update on the status of the Family Health Services (FHS) Credentialing Policy. A draft was submitted during the "CRO Period", HRSA Audit. The draft has not yet been presented for approval to the Community Healthcare Board.
  - i. Desiree Bodiford addressed the Board and said that they are reviewing the policy, but there are only 1.5 staff members in the Credentialing Team, and they are new to credentialing. The Team is doing the best they can with limited resources.
  - ii. She stated that they really need to have a Credentialing Committee and with limited staff, she has been researching to possibly outsource Credentialing. In the meantime, she asked the Board to give Credentialing time to review the policy and ensure that it meets state and federal requirements. Without a Credentialing Committee, it will take about three (3) years to have a policy in place that is accurate and correct. She asked the Board if she could present a





## County of Solano Community Healthcare Board DRAFT

Credentialing Procedure in one year which precedes a policy. The Board agreed to wait one year.

### 9) Board Member Comments

- i. Board Member Ruth Forney comment on the September 21, 2023 Health Center Skills Fair, which all FHS Staff attended. She said it was very good and heard that the employees had a good time and learned a lot.

### 10) Adjourn: To the Community Healthcare Board Meeting of:

**DATE:** October 18, 2023  
**TIME:** 12:00 p.m. — 2:00 p.m.  
**Location:** Multi-Purpose Room  
2101 Courage Drive  
Fairfield, CA 94533

The Meeting was adjourned at 1:34 p.m.

#### Handouts

- September 20, 2023 draft minutes
- Clinic Operations Report – Family Health Services Staffing Update
- Clinic Operations Report – Employee Services Unit (ESU) Status Report
- Clinic Operations Report – Family Health Services Grievance Report
- Clinic Operations Report – Family Health Services Referrals
- Clinic Operations Report – Queue Management (Q-Matic) Stats
- California Department of Health Care Services Equity and Practice Transformation Payments Program, Guidance for Medi-Cal managed Care and Plans and Provider Groups, June 2023.
- Quarterly Family Health Services Financial Report

**Community Health Care Board**

**Family Health Services Staffing Update**

**CHB Meeting Date: November 15, 2023**

Number of Active Candidates - County
Clinic Physician Supervisor - 2 Nurse Practitioner - 1 H&SS Planning Analyst - 1

Number of Active Candidates - Touro
Physician Assistant - 2

Number of Active Candidates - Locum Tenens
Nurse Practitioner - 1

Number of Active Candidates - Volunteer
Clinic Physician (Board Cert) TB - 1

Open County Vacancies
Clinic Physician (Board Cert) - 1 Clinic Physician (Board Cert) <b>Extra Help</b> - 1 Clinic Physician Supervisor - 2 Clinic Registered Nurse - 1 Clinic Registered Nurse, Senior - 1 Dental Assistant (Registered) - 1 H&SS Planning Analyst - 1 Health Education Specialist <b>Extra Help</b> - 2 Medical Records Technician, Sr <b>Extra Help</b> - 1 Mental Health Clinician (Licensed) - 1 Nurse Practitioner/Physician Assistant - 4 Nurse Practitioner/Physician Assistant <b>Extra Help</b> - 1

Interviews in Progress

Recently Hired Staff
Clinic Physician (Board Certified) - 11/06/2023 Health Svcs Clinic Mgr - 11/27/2023 Health Svcs Clinic Mgr, Senior - 11/27/2023 Office Supervisor (Call Center) - 11/13/23 Touro Clinic Physician (Board Certified) 11/20/2023



**FHS Community Healthcare Board – Status Report November 2023:  
FHS Credentialing, Provider Enrollment and Sanction Screening Activities**

**Excluded Parties/Sanction Screening: 139**

Month	Sanction Screening Number Screened/Verified	Sanction Screening Number Ineligible
October 2023 TOURO/LOCUMS	Touro/Locum Providers: 20	Exclusions Found: Report pending
October 2023 County – H&SS Employees/Candidates	H&SS Employees: 119	Exclusions Found: Report pending
Totals	<b>TOTAL SCREENED: 139</b>	Exclusions Found: Reports pending

**Credentialing: 13      Re-Credentialing: 1**

Month	Number of Candidates' Credentials Verifications - (Re-)Started -	Number of Candidates' Partnership Provider Enrollments - Submitted for Partnership Approval -
October 2023 TOURO	<u>Active/Open: 3</u> Physician Assistant: 2 Clinic Physician: 1	Submitted to Partnership: -1- Approved by Partnership: -0- Pending Submission to Partnership: 2
October 2023 LOCUM	<u>Active/Open: 2</u> Nurse Practitioner: 1 Clinic Physician: 1	Submitted to Partnership: -1- Approved by Partnership: -0- Pending Submission to Partnership: 1
October 2023 County H&SS Employees/ Candidates	<u>Active/Open: 9</u> Dentist Manager: 1 Supervising Physician – 2 Clinic Physician – 1 Nurse Practitioner – 2 LCSW – 2 CMO – 1	Submitted to Partnership: -1- Approved by Partnership: -2- Pending Submission to Partnership: 3

**Provider and Site Enrollment and Re-Credentialing/Re-Validation:**

**Partnership – NEW Provider Enrollments**

New Provider Enrollments: ACTIVE - Pending Submission: 6 (2 Touro PA, 1 Clinic Physician-Locum, 2 Supervising Physician, 1 Nurse Practitioner)  
Submitted: 3                      Pending Approval: 3  
Approved: 0

**Partnership – Provider Re-Credentialing**

Provider Re-Credentialing: Submitted: 0 Pending Approval: 0 Pending Submission: 0  
Approved: 0

**Denti-Cal – Provider Revalidations**

None During this Reporting Period

**NPI Program/Site Revalidations – CMS (N = +/- 38)**

None During this Reporting Period

**Technical Assistance – PAVE (Medi-Cal) and PECOS (Medicare) Sites: Upon Request**

**Clinic Operations Report:** Health Resources and Services Administration (HRSA) Grant Updates

- Family Health Services (FHS) submitted the final quarterly progress report (QPR) for the combined *Fiscal Year (FY) 2021/2023 American Rescue Plan (ARP) Funding for Health Centers (H8FCS40398)* and *Uniform Data System Supplemental Funding for Health Centers (ARP-UDS+)* grants. FHS utilized 98.7% (\$3,805,925) of the total awarded funds (\$3,855,000) over the grant's performance period of April 1, 2021 to March 31, 2023. The funding was successfully utilized toward the following approved budget cost categories: Personnel, Benefits, Equipment, Contracts and Other for the purpose of completing activities to maintain and increase health center capacity.
- FHS continues to prepare for and/or develop:
  - the FY24 Health Center Program (HCP) Non-Competing Continuation (NCC) Budget Period Progress Report (BPR) due on December 8<sup>th</sup> and
  - the 2023 Uniform Data System (UDS) Report deadline, February 15<sup>th</sup> through federal and state trainings.
- A No-Cost Extension (NCE) request for the *Expanding COVID-19 Vaccination (ECV)* (H8G47592) is being developed and applicable documents will be presented at the December Community Healthcare Board (CHB) meeting.
- FHS will be submitting the Ryan White (RW) Part C Early Intervention Services (EIS) Program NCC Progress Report prior to the final, November 17<sup>th</sup> deadline. The grant's proposed Budget Justification is pending CHB review and approval. – See *CHB agenda "Business Governance"*
- The FY 2023 Bridge Access Program (Bridge Funding) post-award submission was completed and is pending CHB review and approval. – See *CHB agenda "Business Governance"*

**Community Health Care Board**  
**Family Health Services Grievance Report**  
**CHB Meeting Date: November 15, 2023**

<b>Grievance Category</b>	<b>October 2023</b>
Scheduling	2
Referrals	1
<b>Totals</b>	<b>3</b>

SOLANO COUNTY  
EXPENDITURE AND REVENUE REPORT  
FAMILY HEALTH SERVICES  
OCTOBER 2023

EXPENDITURES				Notations
CATEGORY DESCRIPTION	FY2023/24 WORKING BUDGET	ACTUALS as of 10.31.23	YTD ACTUALS AS A % OF WORKING BUDGET	
<b>Salaries &amp; Benefits</b>				
Salaries - Regular	15,678,423	3,094,006	19.73%	
Salaries - Extra Help	135,755	15,549	11.45%	
Salaries - OT/Callback/Standby	41,392	31,189	75.35%	
Benefits	9,524,941	1,680,546	17.64%	
Accrued Leave CTO Payoff	20,000	9,744	48.72%	
Salary Savings	(4,177,375)	-	0.00%	
<b>Salaries &amp; Benefits Total</b>	<b>21,223,136</b>	<b>4,831,034</b>	<b>22.76%</b>	
<b>Services &amp; Supplies</b>				
Office Expense and Supplies	158,825	17,338	10.92%	Drinking water, household expenses, and trash services.
Communications	138,336	33,482	24.20%	Telephones and cell phones.
Insurance	859,428	280,002	32.58%	> Budget includes cost of Liability Insurance and Malpractice Insurance. > Actuals represent Liability Insurance for 2023-24. > These charges will originate from another County Department. > Medical Malpractice will post at year end and are expected to be budgeted amount.
Equipment - Purchases, Leases & Maintenance	62,937	24,554	39.01%	Q-Matic; Handpiece Express; Multi Function Devices Copiers/Printers.
Mileage, Fuel and Fleet	39,086	23,109	59.12%	Monthly charges for vehicles assigned to County Departments; personal mileage.
Buildings - Maintenance, Improvements, Rent & Utilities	203,400	59,932	29.47%	PG&E & water services.
Drugs, Pharmaceuticals, Medical and Dental Supplies	569,398	163,827	28.77%	
Controlled Assets & Computer Related Items	154,029	477	0.31%	Budget is primarily refresh computers and equipment funded with Capital Grant carryover funding.
Medical/Dental Services	218,903	40,706	18.60%	Quest Lab Services, Solano Diagnostics and Solano Public Health Lab charges.

SOLANO COUNTY  
EXPENDITURE AND REVENUE REPORT  
FAMILY HEALTH SERVICES  
OCTOBER 2023

EXPENDITURES				Notations
CATEGORY DESCRIPTION	FY2023/24 WORKING BUDGET	ACTUALS as of 10/31/23	YTD ACTUALS AS A % OF WORKING BUDGET	
Contracted and Other Professional Services	1,249,640	46,856	3.75%	Actual charges are low due to timing of vendor claim invoicing.  Budget includes the following contracts: > Forvis (Medicare Cost Report) > Stericycle (medical waste disposal) > Waystar (electronic claims management) > Simi > Allied Security > Faktor - placeholder > EHR consultants (project and IT) - placeholder > Expanding COVID Vaccine TBD contract-grant funded
DoIT	2,689,004	407,657	15.16%	
Software & Maintenance or Support	1,300,014	267,636	20.59%	Budget and actuals include the following: > Next Gen > OCHIN contract > Intelligent Medical Objects (electronic medical records) > Medical Minds (triage protocols) > Nuance Communications (Dragon dictation services) > Up To Date
Professional Licenses & Memberships	18,455	2,864	15.52%	
Education, Training and In-State Travel	12,000	8,732	72.77%	Registration fees for NACHC Community Health Institute & Expo Conference
Other	39,986	12,123	30.32%	> Uniform allowance > Fees & Permits (credit card processing, licensing and storage) > Livescans
<b>Services &amp; Supplies Total</b>	<b>7,713,441</b>	<b>1,389,297</b>	<b>18.01%</b>	

SOLANO COUNTY  
EXPENDITURE AND REVENUE REPORT  
FAMILY HEALTH SERVICES  
OCTOBER 2023

EXPENDITURES				Notations
CATEGORY DESCRIPTION	FY2023/24 WORKING BUDGET	ACTUALS as of 10.31.23	YTD ACTUALS AS A % OF WORKING BUDGET	
<b>Other Charges</b>				
Interfund Services - Professional	582,258	32,250	5.54%	County related charges for Sheriff services, building and grounds maintenance and custodial services.
Interfund Services - Accounting & Audit	22,800	-	0.00%	
Interfund Services - Other	44,875	15,664	34.91%	Maintenance materials, small projects and labor.
Contributions - Non County Agencies	18,000	5,700	31.67%	Registration fees for NACHC Community Health Institute & Expo Conference (two board members).
<b>Other Charges Total</b>	<b>667,933</b>	<b>53,614</b>	<b>8.03%</b>	
<b>Contracts/Client Support</b>				
Contracted Direct Services	1,334,000	269,443	20.20%	Actuals are low due to timing of vendor claim invoicing.
Client Support	21,740	7,745	35.62%	Budget includes the following contracts: > Barton & Associates (locum services) > Children's Choice (dental services) > Touro University (providers)
<b>Contracts/Client Support Total</b>	<b>1,355,740</b>	<b>277,188</b>	<b>20.45%</b>	Client support transportation costs.
<b>Equipment</b>				
Equipment	184,100	-	0.00%	
<b>Equipment Total</b>	<b>184,100</b>	<b>-</b>	<b>0.00%</b>	
<b>Administration Costs</b>				
H&SS Administration	2,794,793	391,282	14.00%	Actuals represent H&SS Admin Q1 costs
Countywide Administration	935,417	-	0.00%	
<b>Administration Costs Total</b>	<b>3,730,210</b>	<b>391,282</b>	<b>10.49%</b>	
<b>TOTAL EXPENDITURES</b>	<b>34,874,560</b>	<b>6,942,415</b>	<b>19.91%</b>	



SOLANO COUNTY  
EXPENDITURE AND REVENUE REPORT  
FAMILY HEALTH SERVICES  
OCTOBER 2023

REVENUES				Notations
CATEGORY DESCRIPTION	FY2023/24 WORKING BUDGET	ACTUALS as of 10.31.23	YTD ACTUALS AS A % OF WORKING BUDGET	

<b>Payer Revenues</b>				
Payer Revenues	23,914,092	5,068,625	21.20%	Revenues from Medi-Cal, Partnership Capitation, Medicare, Private Pay
<b>Payer Revenues Total</b>	<b>23,914,092</b>	<b>5,068,625</b>	<b>21.20%</b>	

<b>Federal/State Revenues</b>				
1991 Realignment (Underinsured/PH Services)	1,237,344	-	0.00%	Rollover for HRSA Capital Grant funds and Expanding COVID Vaccinations grant
Federal Direct - COVID (one time funding)	602,948	-	0.00%	Actual revenues are from Ryan White (RWC) Part C FY 2022/23 Q4 claim exceeding year end estimate.
Federal Grants	2,057,990	17,925	0.87%	Budget includes: >CHC Base grant >RWC >RWC Capacity grant
Federal Other	943,392	-	0.00%	\$1M Congressional earmark funding, portion budgeted to spend in current FY with balance to be spend in FY24/25
Other Revenue	1,339,636	14,695	1.10%	Budget primarily includes QIP revenues, but also includes patient care payment recoveries.
<b>Program Revenues Total</b>	<b>6,181,310</b>	<b>32,620</b>	<b>0.53%</b>	
<b>TOTAL REVENUES</b>	<b>30,095,402</b>	<b>5,101,245</b>	<b>16.95%</b>	

TOTAL EXPENDITURES vs TOTAL REVENUES				Notations
CATEGORY DESCRIPTION	FY2023/24 WORKING BUDGET	ACTUALS as of 10.31.23	YTD ACTUALS AS A % OF WORKING BUDGET	

<b>TOTAL EXPENDITURES</b>	<b>34,874,560</b>	<b>6,942,415</b>		
<b>TOTAL REVENUES</b>	<b>30,095,402</b>	<b>5,101,245</b>		
<b>DEFICIT (SURPLUS)**</b>	<b>4,779,158</b>	<b>1,841,170</b>		

\*\*Deficit to be funded with 1991 Realignment and County General Fund

**REVENUE CYCLE REPORT  
TOTAL ENCOUNTERS  
As of October 28, 2023**

	Annual Target	Monthly Target (1/12)	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL	YTD Target Oct 2023	Over (Shorfall)
<b>MEDICAL</b>																	
County Providers	53,290	4,441	1,735	2,115	1,669	1,718									7,237	17,763	(10,526) <i>Note 1</i>
Touro	5,200	433	407	379	283	312									1,381	1,733	(352)
Locum	-	-	353	432	340	344									1,469	-	1,469
<b>TOTAL MEDICAL</b>	<b>58,490</b>	<b>4,874</b>	<b>2,495</b>	<b>2,926</b>	<b>2,292</b>	<b>2,374</b>	-	-	-	-	-	-	-	-	<b>10,087</b>	<b>19,497</b>	<b>(9,410)</b>
<b>TOTAL MENTAL HEALTH</b>	<b>2,912</b>	<b>243</b>	<b>163</b>	<b>265</b>	<b>192</b>	<b>184</b>									<b>804</b>	<b>971</b>	<b>(167)</b> <i>Note 1</i>
<b>TOTAL DENTAL</b>	<b>19,511</b>	<b>1,626</b>	<b>1,350</b>	<b>1,513</b>	<b>1,196</b>	<b>1,320</b>									<b>5,379</b>	<b>6,504</b>	<b>(1,125)</b> <i>Note 1</i>
<b>TOTAL</b>	<b>80,913</b>	<b>6,743</b>	<b>4,008</b>	<b>4,704</b>	<b>3,680</b>	<b>3,878</b>	-	-	-	-	-	-	-	-	<b>16,270</b>	<b>26,971</b>	<b>(10,701)</b>

**NOTES**

Note 1: *Shorfall for County Providers only*

Filled positions	(3,304)	28%
Vacant	(8,514)	72%
<b>TOTAL</b>	<b>(11,818)</b>	<b>100%</b>

**DEFINITIONS**

**ENCOUNTER** An interaction between a patient and a healthcare provider for the purpose of providing healthcare services or assessing the health status of a patient

**BILLABLE ENCOUNTER** 1. Healthcare provider

- > Physician
- > Physician Assistant
- > Nurse Practitioner
- > Dentist

> Licensed Clinical Social Worker

2. Must take place in the "4 walls" of the FQHC

3. Medically necessary

4. Billing limited to one visit per day with certain exceptions

**REVENUE CYCLE REPORT**  
**TOTAL UNBILLED ENCOUNTERS**  
 As of October 28, 2023

DATE OF SERVICE	10/2/2023	10/12/2023	10/18/2023	10/27/2023	TOTAL
Encounters	1	1	3	21	26

**NOTES**

- > Data compiled 11/2/2023 for services through 10/28/2023
- > Encounters are billed the next business day after charges are submitted
- > Billing and Collections team sends emails directly to providers regarding any unbilled encounters > 3 days
- > Encounter may or may not be a qualified encounter - pending documentation

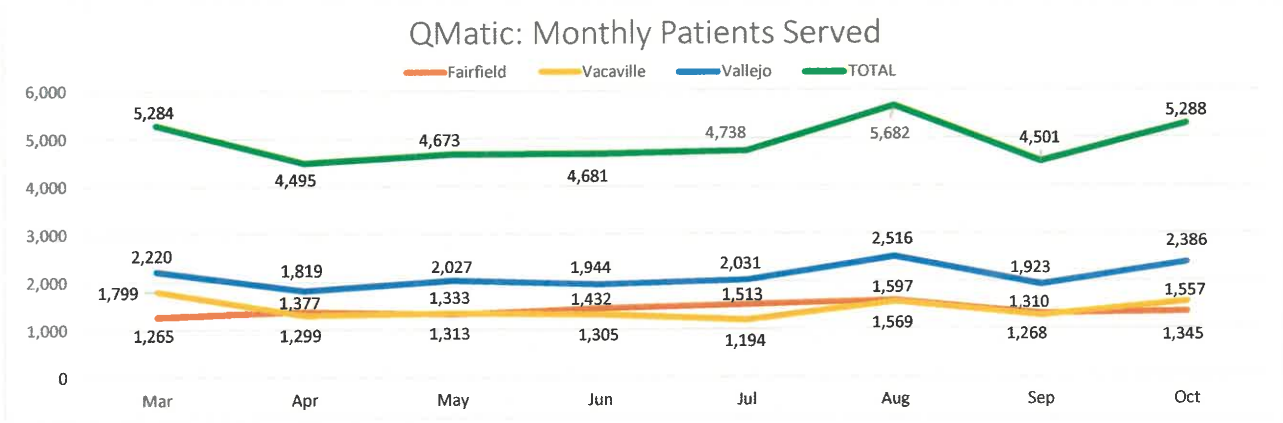
**DEFINITIONS**

UNBILLED ENCOUNTER      Encounter not documented or missing charges

**Clinic Operations Report:** Clinic Metrics

Queue Management (Q-Matic) Stats

Clinic Site	Patients Served							
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
<b>Fairfield</b>								
Lab	94	106	91	114	99	125	84	75
Medical (Adult)	1,171	1,271	1,222	1,318	1,414	1,472	1,226	1,270
<b>Subtotal</b>	<b>1,265</b>	<b>1,377</b>	<b>1,313</b>	<b>1,432</b>	<b>1,513</b>	<b>1,597</b>	<b>1,310</b>	<b>1,345</b>
<b>Vacaville</b>								
Dental	792	524	662	566	539	717	533	679
Medical (Adult & Peds)	1,007	775	671	739	655	852	735	875
<b>Subtotal</b>	<b>1,799</b>	<b>1,299</b>	<b>1,333</b>	<b>1,305</b>	<b>1,194</b>	<b>1,569</b>	<b>1,268</b>	<b>1,557</b>
<b>Vallejo</b>								
Dental & Medical (Adult & Peds)	2,164	1,738	1,961	1,865	1,950	2,432	1,834	2,295
Lab	56	81	66	79	81	84	89	91
<b>Subtotal</b>	<b>2,220</b>	<b>1,819</b>	<b>2,027</b>	<b>1,944</b>	<b>2,031</b>	<b>2,516</b>	<b>1,923</b>	<b>2,386</b>
<b>TOTAL</b>	<b>5,284</b>	<b>4,495</b>	<b>4,673</b>	<b>4,681</b>	<b>4,738</b>	<b>5,682</b>	<b>4,501</b>	<b>5,288</b>



County of Solano Program Specific Line Item Budget  
 FY 2022 to 2024 Ryan White Part C Early Intervention Services Program  
 Grant Number: **H76HA00823**  
 SUPPORT YEAR 22 - April 1, 2024 to March 31, 2025

REVENUE	Total
RW Part C EIS Grant (April 1, 2024 to March 31, 2025)	\$ 322,329

EXPENDITURES Object Class Category with Line Items	FTE to Support Activities	Federal Requested Funding to Support Line Item**	Early Intervention Services (EIS) / Primary Care***	Core Services	Clinical Quality Management	Support Services	Admin	Total Ryan White Funds
<b>A. PERSONNEL</b>								
Inton	0.20	\$ 28,597	\$ 28,597	\$ 28,597	-	-	-	\$ 28,597
Leary	0.10	\$ 21,210	\$ 9,545	\$ 9,545	\$ 1,061	-	\$ 10,605	\$ 21,210
Poblete	0.20	\$ 28,597	\$ 28,597	\$ 28,597	-	-	-	\$ 28,597
Orellana-Sorto	0.75	\$ 46,309	\$ 41,678	\$ 41,678	\$ 4,631	-	-	\$ 46,309
Searcy	0.70	\$ 65,992	\$ 59,393	\$ 59,393	\$ 6,599	-	-	\$ 65,992
Soto	0.12	\$ 11,964	-	-	-	\$ 4,786	\$ 7,178	\$ 11,964
VACANT	0.25	\$ 15,436	\$ 11,577	\$ 11,577	-	\$ 3,859	-	\$ 15,436
<b>TOTAL PERSONNEL</b>	<b>2.32</b>	<b>\$ 218,105</b>	<b>\$ 179,386</b>	<b>\$ 179,386</b>	<b>\$ 12,291</b>	<b>\$ 8,645</b>	<b>\$ 17,783</b>	<b>\$ 218,105</b>
<b>B. FRINGE BENEFITS</b>								
<i>List the components that comprise the fringe benefit rate. The fringe benefits should be directly proportional to allocated personnel costs.</i>								
		\$ 85,061	\$ 69,961	\$ 69,961	\$ 4,793	\$ 3,372	\$ 6,935	\$ 85,060
		\$ 39%						
<b>TOTAL FRINGE BENEFITS</b>		<b>\$ 85,061</b>	<b>\$ 69,960</b>	<b>\$ 69,960</b>	<b>\$ 4,793</b>	<b>\$ 3,372</b>	<b>\$ 6,935</b>	<b>\$ 85,060</b>
<b>C. TRAVEL</b>								
<i>Detail travel costs consistent with your organization's established travel policy and in compliance with 45 CFR §75.474</i>								
Regional/Data Trainings, Clinical Updates, HIVQUAL, etc.		\$ 2,500	\$ -	\$ -	\$ 2,500	-	-	\$ 2,500
Clinical Staff Travel - Mileage between sites to provide core services and staffing cross coverage		\$ 2,500	\$ 625	\$ 625	\$ 625	\$ 625	\$ 625	\$ 2,500
Client Transportation - Bus passes for Fairfield and Vallejo, etc.		\$ 300	\$ 300	\$ 300	-	-	-	\$ 300
<b>TOTAL TRAVEL</b>		<b>\$ 5,300</b>	<b>\$ 925</b>	<b>\$ 925</b>	<b>\$ 3,125</b>	<b>\$ 625</b>	<b>\$ 625</b>	<b>\$ 5,300</b>
<b>D. EQUIPMENT</b>								
<b>TOTAL EQUIPMENT</b>								
<b>E. SUPPLIES</b>								
Medical and Treatment Supplies - To purchase clinic medical and treatment supplies		\$ 3,000	\$ 2,250	\$ 2,250	\$ 750	-	-	\$ 3,000
Meeting Supplies/Materials - Education (HIV focused: transmission prevention, high risk behaviors, etc.)		\$ 250	\$ -	\$ -	\$ -	\$ 125	\$ 125	\$ 250
Office Supplies - General office supplies, photocopying services, etc.		\$ 364	\$ -	\$ -	\$ -	\$ 182	\$ 182	\$ 364
Postage - Informative, outreach, etc. mailing costs		\$ 250	\$ -	\$ -	\$ 125	\$ 125	\$ -	\$ 250
<b>TOTAL SUPPLIES</b>		<b>\$ 3,864</b>	<b>\$ 2,250</b>	<b>\$ 2,250</b>	<b>\$ 875</b>	<b>\$ 432</b>	<b>\$ 307</b>	<b>\$ 3,864</b>
<b>F. CONTRACTUAL</b>								
<b>TOTAL CONTRACTUAL</b>								
<b>G. CONSTRUCTION</b>								
<b>TOTAL CONSTRUCTION</b>								



County of Solano Program Specific Line Item Budget  
 FY 2022 to 2024 Ryan White Part C Early Intervention Services Program  
 Grant Number: **H76HA00823**  
 SUPPORT YEAR 22 - April 1, 2024 to March 31, 2025

REVENUE	Total
RW Part C EIS Grant (April 1, 2024 to March 31, 2025)	\$ 322,329

EXPENDITURES Object Class Category with Line Items	FTE to Support Activities	Federal Requested Funding to Support Line Item**	Early Intervention Services (EIS) / Primary Care***	Core Services	Clinical Quality Management	Support Services	Admin	Total Ryan White Funds
<b>TOTAL CONSTRUCTION</b>								
H. OTHER								
Clinical and Diagnostic Services - To assist patients with out of pocket HIV/AIDS medical expenses		\$ 10,000	\$ 10,000	\$ 10,000	-	-	-	\$ 10,000
<b>TOTAL OTHER</b>		\$ 10,000	\$ 10,000	\$ 10,000	-	-	-	\$ 10,000
<b>TOTAL DIRECT COSTS</b>		\$ 322,330	\$ 262,521	\$ 262,521	\$ 21,084	\$ 13,074	\$ 25,650	\$ 322,329
<b>I. INDIRECT COSTS</b>								
<b>TOTAL INDIRECT COSTS</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REQUESTED GRANT FUNDS</b>		\$ 322,330	\$ 262,521	\$ 262,521	\$ 21,084	\$ 13,074	\$ 25,650	\$ 322,329
			81.4%	81.4%	6.5%	4.1%	8.0%	100.0%

IN-KIND Object Class Category with Line Items	FTE to Support Activities	Federal Requested Funding to Support Line Item**	Early Intervention Services (EIS) / Primary Care***	Core Services	Quality Management	Support Services	Admin	Total IN-KIND
<b>A. PERSONNEL</b>								
VACANT		\$ 16,748	-	-	-	\$ 8,374	\$ 8,374	\$ 16,748
Health Education Specialist	0.20	\$ 7,149	\$ 7,149	\$ 7,149	-	-	-	\$ 7,149
Nurse Practitioner/PhysicianAsst	0.05	\$ 31,815	\$ 14,317	\$ 14,317	\$ 1,591	-	\$ 15,908	\$ 31,815
Zosima								
Chief Medical Officer	0.15	\$ 7,149	\$ 7,149	\$ 7,149	-	-	-	\$ 7,149
Michele								
Nurse Practitioner/PhysicianAsst	0.05	\$ 15,436	\$ 13,892	\$ 13,892	\$ 1,544	-	-	\$ 15,436
Popblete								
Medical Assistant	0.25	\$ 28,282	\$ 25,454	\$ 25,454	\$ 2,828	-	-	\$ 28,282
Orellana-Sorto								
Medical Assistant	0.30	\$ 19,941	-	-	-	\$ 7,976	\$ 11,965	\$ 19,941
Searcy								
Amber								
Public Health Nurse	0.20	\$ -	-	-	-	-	-	\$ -
Noelle								
Project Manager								
Medical Assistant								
VACANT								
<b>TOTAL IN-KIND PERSONNEL</b>	1.20	\$ 126,820	\$ 67,961	\$ 67,961	\$ 5,963	\$ 16,350	\$ 36,247	\$ 126,820
<b>B. FRINGE BENEFITS</b>								
The fringe benefit rate varies by position. For the grant portion the average benefit rate is 39% (does not include Medical). These benefits include: FICA (7.2%), Retirement (24%), Worker's Compensation / Unemployment Insurance (3.6%), and Miscellaneous (2.2%).		\$ 49,343	\$ 26,505	\$ 26,505	\$ 2,326	\$ 6,377	\$ 14,136	\$ 49,343
<b>TOTAL IN-KIND FRINGE BENEFITS</b>	39%	\$ 49,343	\$ 26,505	\$ 26,505	\$ 2,326	\$ 6,377	\$ 14,136	\$ 49,343
<b>TOTAL IN-KIND FUNDS</b>		\$ 175,863	\$ 94,466	\$ 94,466	\$ 8,289	\$ 22,727	\$ 50,383	\$ 175,863
			54%	54%	5%	13%	29%	100%

Staff will not exceed 1.0 FTE across all grants  
 \*Use this column only when the salary is over the limitation of \$212,100  
 \*\*Annualized requested funding  
 \*\*\*All EIS/Primary Care Services are Core Services, but NOT all Core Services are Primary Care; repeat EIS/Primary Care amount in Core Services  
 The Total column includes Core Medical Services, Clinical Quality Management, Support Services and Administration only. It is a program expectation that clinical quality management be approximately 5% of the budget.






## FY 2023 Health Center Program COVID-19 Bridge Access Program Funding (Bridge Funding)


Health Resources & Services Administration (HRSA)/Bureau of Primary Health Care (BPHC)

Vision: Healthy Communities, Healthy People




## CDC Bridge Access Program

- CDC will buy COVID-19 vaccines and distribute them through state and local health department (S/LHD) immunization programs
- Health centers need to enroll as a 317 adult immunization provider with their S/LHD immunization program to request free Bridge vaccines for uninsured and underinsured adults
- See the [Immunization Program Directory](#) for contact information
- CDC will also contract with pharmacies so they can continue offering COVID-19 vaccines and designated treatments with no out-of-pocket costs to uninsured and underinsured adults




## Purpose

Support health centers to continue essential COVID-19-related services and mitigate adverse impacts of COVID-19 on underserved populations




## Award Information

- New award (H8L)
- One-time funding from American Rescue Plan
- 16-month period of performance (September 1, 2023 through December 31, 2024)
- More than \$81 million total funding
- 1,463 awards



## Funding Formula

$$\boxed{\text{H8L}} = \$10,029 \text{ base amount} + \$11.53 \text{ per uninsured patient (2022 UDS data)}$$



## Allowable Activities

Activities must align with your Health Center Program scope of project

- COVID-19 testing
- COVID-19 vaccination
- COVID-19 therapeutics
- Enabling/patient support services to support COVID-19-related services
- Community COVID-19 vaccination events
- Personnel who support COVID-19-related services and care delivery
- Supplies that support COVID-19-related services and care delivery



May support costs back to June 1, 2023, if aligned with the allowable activities and necessary for efficient and timely performance of Bridge activities

