

Contra Costa County Health Services
Health Care for the Homeless Co-Applicant Governing Board

The mission of the Health Care for the Homeless Co-Applicant Board is to oversee, guide and assist the Program in its efforts to deliver high quality health care to a diverse and medically underserved community. The Co-Applicant Board will use its skills, expertise and life experience to make policies and operational decisions which will provide the best benefit to the Program and client.

MEETING MINUTES

DATE, TIME: Wednesday, May 19, 2021 11:00-12:30pm

LOCATION: Zoom

ATTENDANCE: Wendel Brunner, Teri House, Jonathan Russell, Michael Callanan, Jennifer Machado, Nhang Luong, Lori Goss, Stephen Krank, Bill Jones

ABSENT: Bill Shaw

HCH STAFF ATTENDANCE: Linae Altman (HCH Planning & Policy Manager), Rachael Birch (HCH Project Director), Elizabeth Gaines (HCH Nurse Program Manager), Alison Stribling (HCH QI Team), & Gabriella Quintana (HCH QI Team)

PUBLIC ATTENDANCE: Silas Robinson

Agenda Items for Approval and/or Review:

1. **Action Item: APPROVAL – April Meeting Minutes**
 2. **Action Item: APPROVAL – Revised Mission Statement**
 3. **Action Item: APPROVAL – Updated Sliding Fee Schedule**
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Welcome & Introduction

- Introduction to board members and community members present
 - Board & Staff Introductions
 - Community Member Introductions
 - Board Applicant Introduction- Silas Robinson
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Action Item: Approval of April Board Meeting Minutes

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Motion

A. **Statement: I move to approve the minutes from April 2021.**

B. **Motion Made by:** Jennifer Machado

C. **Seconds the Motion:** Bill Jones

Discussion: Each voting member must verbally approve or oppose

D. *In Favor:* All

Opposed: None

Abstains: Bill Jones

Absent: Bill Shaw

Motion Result: PASSED

Standing Item: HCH Services Update

(Beth Gaines, HCH Nurse Program Manager, Linae Altman, HCH Planning & Policy Manager)

1. Vaccine Updates
 - a. Restarted the vaccines after the Johnson & Johnson pause
 - b. Going back to vaccinate at hotels, the marina, our Fulton site
 - c. Loaves & Fishes dining room at St. Vincent de Paul
 - d. 2nd rounds at places for folks we may have missed or who changed their minds
2. Clinic Services
 - a. Getting ready to make the switch from our Best Western Hotel site clinic to our respite clinic this summer.
 - b. Restarting dental services
 - i. Working with dental team to restart services at respite
 - ii. Looking to bring a dental mobile van back out there once we have approval
 - iii. Looking to see where it will be most effective and most useful in our community
3. East County Interim Housing Program (Motel 6)
 - a. Wellness Center has broken ground
 - b. Talking about opening it by August 1st. Maybe even earlier
 - c. Great space!
4. CDC Masking Recommendations

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- a. Contra Costa County still following the stricter requirements
- b. As employees of the county, we still follow OSHA requirements, which means our clinics are still not able to take place in vans and tents are still necessary.

Standing Item: Quality Improvement/Assurance & Program Performance Reports
(Gabriella Quintana, HCH QI Team)

1. Financial Analysis Report
 - a. On average, the UDS cost per patient for 2020 was \$929.53
 - i. Compared to \$956.59 in 2019
 - b. On average, the UDS cost per visit for 2020 was \$204.90
 - i. Compared to \$206.64 in 2019
 - c. These numbers don't include hospital ED costs or inpatient services.

Action Item: Project Director

(Rachael Birch, Project Director)

1. Mission Statement
 - a. Review updated mission statement proposals

Final Revision: Our mission is to improve the health of the community members experiencing homelessness in Contra Costa County by increasing access to health care utilizing a team-oriented approach that focuses on harm reduction and integration of behavioral and medical services.

Motion

E. **Statement:** I move to approve the Mission Statement discussed May 19, 2021

F. **Motion Made by:** Stephen Krank

G. **Seconds the Motion:** Teri House

Discussion: Each voting member must verbally approve or oppose

H. *In Favor:* All

Opposed: None

Abstains: None

Absent: Bill Shaw

Motion Result: PASSED

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2. Poverty Line Update & Sliding Fee Schedule
 - a. Review of new federal guidelines and our sliding fee policy

Motion

I. **Statement:** *I move to approve the updated sliding fee schedule*

J. **Motion Made by:** Jonathan Russell

K. **Seconds the Motion:** Stephen Krank

Discussion: Each voting member must verbally approve or oppose

L. **In Favor:** All

Opposed: None

Abstains: None

Absent: Bill Shaw

Motion Result: PASSED

3. Strategic Plan
 - a. Conversation on hold until after our HRSA site visit
 - b. Reviewers will want to see what we have now as well as what plans we have for the future one
4. Vision Statement
 - a. No change

Our vision is that all persons experiencing homelessness in Contra Costa County can access comprehensive health care services to improve health status, effectively manage any chronic conditions and thrive as community members.

Board Member Recruitment

(Attachment: Candidate Applications)

1. Applications Received
 - a. C. Battaglia (Attended April 2021 Meeting)
 - b. S. Robinson
2. Introduction: S. Robinson
 - a. Direct service experience
 - b. Bay Area community resources: Residential Counselor
 - i. Feels the job has added to his self-worth and considers himself as a “boots on the ground” kind of guy
 - c. Has been a youth counselor
 - d. Restorative justice experience

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3. Questions for Silas

- a. How has your interaction been with HCH at the East County Interim Housing project?
 - i. I find it within my job description that they get the assistance that they need. If I can facilitate better rapport, then I'm living up to my job description here.
- b. We are looking for getting consumer input and as much feedback as we can. Your role may help us with that, any thoughts?
 - i. I think working with other people we can get the community and the county what they need. I will do all within my power to get the board information pertinent information to the county.
- c. Can you give an example of when you've had to tell someone something isn't working out?
 - i. Being polite and generous is the way to go. Always be cordial and respectful.

*Silas has ideas for bringing community building activities to our Motel 6 site. He mentioned game days like cards and bingo as well as classes where people could get the help that they need.

4. Application Processes

- a. Not currently expecting more applications, send both existing applications to the board and voting will take place at the June meeting

HCH Program & Board Action Items:

- Review both applications before next meeting
- HCH team to send out applications (2) with next meeting reminder

Standing Item: HCH Program Updates & Community Updates

1. Vaccine Updates

- a. Appointments can be scheduled online
- b. Some sites are being moved to school sites
- c. We have continued to take out just the Johnson & Johnson vaccine
 - i. No reluctance to that particular vaccine, just hesitancy to the vaccine in general, so our NP is going out for education outreach

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- ii. If a patient does not want the J&J, we definitely do offer a way for them to get on of the other two
2. On site visit prep: Brainstorm past site visit questions from consultant to the board.
What were questions that stumped us from the last visit?
 - a. Technicalities, like taking a DMV written exam
 - b. Finances and oversight of budget
 - c. Oversight of services, even though we are not clinical professionals
 - d. The reason behind why we have such a big program

Standing Item: Future Matters

1. HRSA Official Site Prep
2. Strategic Plan
3. Consumer Feedback

Standing Item: Next Meeting and Time

Wednesday, June 16, 2021

11:00-12:30pm

Zoom

Approval of HCH Co-Applicant Board Meeting Minutes from May 19, 2021

Board Chair Signature: Jennifer Machado

Date: 06.16.2021