

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, June 16, 2021 11:00-12:30pm

**LOCATION:** Zoom

**ATTENDANCE:** Teri House, Jonathan Russell, Michael Callanan, Jennifer Machado, Nhang Luong, Stephen Krank, Bill Shaw, Bill Jones

**ABSENT:** Wendel Brunner, Lori Goss

**HCH STAFF ATTENDANCE:** Linae Altman (HCH Planning & Policy Manager), Rachael Birch (HCH Project Director), Ori Tzvieli (HCH Medical Director), Heather Cedermaz (HCH Lead Provider), Michael Myette (HCH Mental Health Program Supervisor), Alison Stribling (HCH QI Team), & Gabriella Quintana (HCH QI Team)

**PUBLIC ATTENDANCE:** Jill Ray, William Goodwin

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### Agenda Items for Approval and/or Review:

1. **Action Item: APPROVAL – May Meeting Minutes**
  2. **Action Item: APPROVAL – Motion to Approve New Board Members**
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### Welcome & Introduction

- Introduction to board members and community members present
    - Board & Staff Introductions
    - Community Member Introductions
      - William Goodwin: Member of resident empowerment program that works with Hope Solutions
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### Action Item: Approval of May Board Meeting Minutes

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**Motion**

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

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

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

*Discussion:* Each voting member must verbally approve or oppose

D. *In Favor:* All

*Opposed:* None

*Abstains:* None

*Absent:* Lori Goss, Wendel Brunner

**Motion Result: PASSED**

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**Standing Item: HCH Services Update**

(Linae Altman, HCH Planning & Policy Manager, Ori Tzvieli, HCH Medical Director, Heather Cedermaz, HCH Lead Provider, Michael Myette, HCH Mental Health Program Supervisor)

1. Vaccine Updates

- a. County mobile vaccination team will go out to any group of at least 5 people who need vaccines ([CCHS Mobile Vaccination Request Form for Contra Costa County Businesses/Community Groups \(office.com\)](#))
- b. Increasing vaccination rates; over 76% of eligible population is vaccinated. Outreach vans are vaccinating as well as at shelters.
- c. Change in masking requirements, CalOSHA rules say masking indoors at work remains.
- d. Vaccine seems to be effective against all variants now using Greek letters for names as opposed to being named after the country it was originally seen in.

2. Introducing Heather

- a. Our new lead provider to do a lot of QI & QA work, acting as an ambassador with the hospitals and standardizing workflows, 8-12 clinic hours.
- b. Has been with the program since 2003 in every setting and has a variety of experiences.
- c. Collaborations with STI and communicable disease on how getting these patients treated. Communication between hospital services and us as well to make sure the right people are working together for a more efficient transition of care.

3. Hotels

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- a. Two PRK hotels, premier and best western will close June 30.
  - b. Moving folks to other shelter opportunities or housing.
  - c. Number decrease is because we are actually moving people out of the hotels as well as getting people housed.
    - i. About 100 vouchers received and distributed
  - d. Respite center and medical clinic will open June 28th. Bed availability will be limited since hotel patients will be moved there first. Working on the referral systems and making it easier for people outside our system to make these referrals.
  - e. Dental clinic to resume at Respite in July.
4. Mental Health
- a. Transition mode, anticipating change this month as the hotels close.
  - b. Things will be looking a little bit more like before COVID
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**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 \$1,533.93
      - i. Compared to \$1,579.71 in 2019
      - ii. The national average (all awardees) in 2019 was \$1,044.40
      - iii. The CA average (all awardees) in 2019 was \$1,268.21
    - b. On average, the UDS cost per visit for 2020 was \$208.67
      - i. Compared to \$210.87 in 2019
    - c. These numbers don't include hospital ED costs or inpatient services.
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**Action Item: Project Director**

(Rachael Birch, Project Director)

1. Mission Statement
  - a. Confirmation of Mission Statement

**Final Revision:** Our mission is to improve the health of our community members experiencing homelessness in Contra Costa County by increasing access to health

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- care using a team-oriented approach that focuses on harm reduction and integration of mental health and medical services.
2. HRSA Official Site Visit Training
    - a. Review of the Board Composition section in the Site Visit Guide
    - b. Definition of Healthcare Industry: Our Program, CCHS Specifically

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**Board Member Recruitment**

1. Applications Reviewed & Discussed
  - a. C. Battaglia
  - b. S. Robinson

**Motion**

- E. **Statement:** *I move to Accept Claude Battaglia and Silas Robinson onto the Board*
  - F. **Motion Made by:** Teri House
  - G. **Seconds the Motion:** Jonathan Russell
  - H. **Discussion:** Each voting member must verbally approve or oppose
  - I. **In Favor:** All  
Opposed: None  
Abstains: None  
**Absent:** Wendel Brunner, Lori Goss
- Motion Result: PASSED**

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**Standing Item: HCH Program Updates & Community Updates**

1. Meetings
  - a. Virtual meetings vs in person meetings
    - i. Virtual
2. Homeless Service Provider Guidance for Prevention and Management of COVID-19
3. Cooling Centers
4. Conflict of Interest Forms

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**Standing Item: Future Matters**

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

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***Standing Item: Next Meeting and Time***

Wednesday, July 21, 2021

11:00-12:30pm

Zoom

***Approval of HCH Co-Applicant Board Meeting Minutes from June 16, 2021***

***Board Chair Signature:*** Jennifer Machado

***Date:*** 7/21/2021