

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, March 17, 2021 11:00-12:30pm

LOCATION: Zoom

ATTENDANCE: Dr. Wendel Brunner, Bill Jones, Bill Shaw, Stephen Krank, Jennifer Machado, Nhang Luong, Jonathan Russell, Michael Callanan, Lori Goss

ABSENT: Teri House

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

PUBLIC ATTENDANCE: Jill Ray

Agenda Items for Approval and/or Review:

1. *Action Item: APPROVAL – February Meeting Minutes*
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Welcome & Introduction

- Call to order & public attendee's introduction.
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Action Item: Approval of February Board Meeting Minutes

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Motion

- A. **Statement: I move to approve the minutes from February 2021.**
 - B. **Motion Made by:** Jonathan Russell
 - C. **Seconds the Motion:** Stephen Krank
 - D. **Discussion:** Last month's notes should be updated to reflect the following changes: Michael C. was absent & correct Lori's last name to Goss.
Each voting member must verbally approve or oppose
 - E. **In Favor:** All
Opposed: None
Abstains: None
Absent: Teri House
- Motion Result: PASSED**

Standing Item: HCH Services Update

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

1. Vaccine Updates

- a. Mobile clinics started last week at Project Roomkey sites and in encampments
 - i. Best Western & Martinez Marina
- b. Prioritizing outreach teams and encampments
- c. Looking to vaccinate at apartment style locations in April

Question from the Board: What vaccine are you using?

- d. Johnson and Johnson are being taken out to the sites
 - i. If patients are interested in another, they may make an appointment at one of our vaccine sites and we can help arrange transportation, but there's a chance the vaccine site may also be using J&J

Question from the Board: How are people responding to just taking the vaccine?

- e. That varies. One location Martinez Marina usually has 20-30 patients for testing and only about 15 did show up.
- f. Reasons for not wanting it also varied and included some farfetched thoughts

Question from the Board: Are you giving any warning about side effects when giving the vaccine?

- g. This vaccine is a different formulation with different side effects but patients are still being warned. Single dose Tylenol/Advil can be given if requested.

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2. Behavioral Health Updates
 - a. Not much has changed
 - b. All staff are still in the hotels as point clinicians
 - c. Started shifting as the health team has moved into the community
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Standing Item: Quality Improvement/Assurance & Program Performance Reports
(Alison Stribling & Gabriella Quintana, HCH QI Team)

1. Behavioral Health Measures
 - a. Mostly a positive trend from last year.
 - b. Biggest change was a 15% drop in detention stays
 - i. Further analysis to be done to identify relationships between this decrease and the implementation of hotels.
2. Diabetes Follow Ups
 - a. Less patients had an A1c missing or high this year, but the follow up rate was zero. This is due to a discrepancy in documentation for reporting purposes.
 - i. Staff have been instructed on proper documentation of this workflow and rates are climbing back up.
 - ii. For January 2021, 40% of patients with a missing or high A1c received a follow up.
3. Congestive Heart Failure Checklist
 - a. The percent of patients with a CHF diagnosis who have a CHF checklist in their chart did increase this past year. This number is still relatively low overall.
 - i. This is a measure that is worth reviewing and updating in the process of developing the new strategic plan.
4. Point of Care Tests
 - a. Due to COVID-19 safety protocols and risk management processes, POCTs were not performed for several months in 2020. This drastically reduced our rates of screenings and tests completed across the board.
 - i. Due to this decrease, a big push to bring back these services in the last quarter, resulted in HCV follow up labs increasing 46.2% from the previous year.
5. Medication Assisted Treatment
 - a. This measure was not severely affected by COVID-19 and rates of MAT offerings and prescriptions increased from the year before.

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- b. One staff member was not able to complete MI/Subclade training due to being hired mid-year amidst the pandemic.
6. Finances & Insurance
 - a. External non-revenue funding has consistently increased over the past 2 years.

Question from the Board: What is Non-Revenue Funding?

- i. This is money for the program coming from grants for billable visits.
- b. Only 15.3% of HCH patients were uninsured, compared to 24% the previous year.
 - i. Due to several factors including a Medi-Cal Policy preventing patients' coverage from lapsing.

HCH Program Action Items:

- Further analysis on detention rates for the population
- Conversations surrounding improved clinical measure workflows and goals

Action Item: Project Director

(Rachael Birch, Project Director)

1. Official Site Visit Update
 - a. Site Visit July 27-29
 - i. Virtual with document sharing
 - ii. Will meet with the Board
 - iii. Bring back governance components to board monthly for review
2. BOS Presentation
 - a. Any concerns or challenges?
 - b. Outcome based, fiscal analysis would be helpful
 - c. Highlight policy changes that have been a positive impact
 - i. Medi-Cal Coverage
3. 2022-2025 Strategic Plan Planning
 - a. Due at the end of the year
 - b. JSI consultant proposals for this process.

HCH Program Action Items:

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- Bring back governance components to board monthly for review
 - Next meeting JSI Consultant recommendations for 2022-2025 SP planning
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Board Member Recruitment & Training

(Board)

1. Training
 - a. Reminder to complete training
 - i. Responsibilities of Board Members
 - b. Brown Act training
 - i. Open meetings with regular times and opportunity for public comment
 - ii. Public posting of agenda
 - iii. Meeting minutes and public distribution of meeting materials on the website
 - c. Ethics Training
 - d. Return certification form to Linae
2. Recruitment
 - a. Potential New Member
 - i. Other board experience
 - ii. City of Antioch resident
 - iii. Works for independent living resources
 - b. Other potential Applicants
 - i. We did get some and information was sent to them
 - ii. BACS
 - iii. Shelter INC (some with previous interest)
 - iv. Trinity Center
 - v. Richmond Task Force
 - c. Maybe we need to think about other programs being represented on the board.
 - i. We do need members who are direct client staff
 - ii. Board Diversity
 - iii. Community advocates

HCH Program Action Items:

- Send out reminder of training to members who have not completed
- Send out recruitment letter and outreach email

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Standing Item: Community Updates

1. Motel 6 structural design complete, working on furniture and other cosmetic aspects
 2. Compass Rose Case management tool go live 3/16
 3. Adult dental clinic in Pittsburg opening end of April, early May. Available for the uninsured
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Standing Item: Future Matters

1. Consumer Feedback
 2. OSV Preparation
 3. Strategic Plan Review
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Standing Item: Next Meeting and Time

Wednesday, May 19, 2021

11:00-12:30pm

Zoom Call

Approval of HCH Co-Applicant Board Meeting Minutes from March 2021.

Board Chair Signature: Jennifer Machado

Date: 4.21.2021