

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 18, 2022, 11:00-12:30pm

**LOCATION:** Zoom

**ATTENDANCE:** Claude Battaglia, Michael Callanan, Teri House, Bill Jones, Stephen Krank, Nhang Luong, Bill Shaw

**ABSENT:** Wendel Brunner, Jennifer Machado, Lori McLemore, Silas Robinson, Jonathan Russell

**HCH STAFF ATTENDANCE:** Rachael Birch (HCH Project Director), Linae Altman (HCH Planning & Policy Manager), Mia Fairbanks (HCH Nurse Program Manager), Gabriella Quintana (HCH QI Team)

**PUBLIC ATTENDANCE:** Jill Ray (Office of Supervisor Candace Andersen), Rachna Pandya

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

1. **Action Item: APPROVAL – April Meeting Minutes**
2. **Action Item: APPROVAL – Updated Sliding Fee Schedule**
3. **Action Item: APPROVAL – NEW Board Member – R.P.**

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#### Welcome & Introduction

1. Board Applicant Rachna is present and will be stepping off the call briefly at 11:30 before logging back on.

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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 2022*
- B. **Motion Made by:** Stephen Krank
- C. **Seconds the Motion:** Claude Battaglia  
*Roll Call Vote:* Each voting member must verbally approve or oppose
- D. **IN FAVOR:** Claude Battaglia, Michael Callanan, Teri House, Bill Jones, Stephen Krank, Nhang Luong, Bill Shaw  
**OPPOSED:** None  
**ABSTAINS:** None  
**ABSENT:** Wendel Brunner, Jennifer Machado, Lori McLemore, Silas Robinson, Jonathan Russell  
**Motion Result: PASSED**

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**Standing Item: HCH Services Update**

(Mia Fairbanks, HCH Management)

1. HCH Conference in Bellevue
  - a. 900 people in attendance! (everyone was masked)
  - b. Recognition of traumatic past 2 years, covid fatigue and supporting our staff/moving forward
    - I. Presentations on respite, leadership, gender affirming care
    - II. Dr Lougee presented on pregnant homeless population.
2. Last project roomkey hotel closing at the end of June. Looking at other opportunities and evaluating clinic schedule
  - a. Identified possible opportunities and working on establishing partnerships with outreach and clinic
3. Delta Landing Wellness Center
  - a. Flooding incident
    - I. Sprinkler went off.
    - II. New flooring and painting in the next couple of weeks
    - III. Tour in June should be possible
    - IV. We still have a medical team there, may have to play it by ear.

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**Action Item: Project Director Update**

(Rachael Birch, Project Director)

1. Sliding Fee Discount Policy

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- a. The only change is the annual Federal Poverty Line (FPL) brackets update and board has to approve the breakdown.

**Motion**

- A. **Statement:** *I move to approve the updated sliding fee schedule*
- B. **Motion Made by:** Stephen Krank
- C. **Seconds the Motion:** Nhang Luong  
*Roll Call Vote:* Each voting member must verbally approve or oppose
- D. **IN FAVOR:** Claude Battaglia, Michael Callanan, Teri House, Bill Jones, Stephen Krank, Nhang Luong, Bill Shaw  
**OPPOSED:** None  
**ABSTAINS:** None  
**ABSENT:** Wendel Brunner, Jennifer Machado, Lori McLemore, Silas Robinson, Jonathan Russell  
**Motion Result: PASSED**

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**Standing Item: Quality Improvement**  
(Gabriella Quintana, HCH QI Team)

1. Community Needs Survey Update
  - a. Subcommittee has established a monthly meeting to work on this objective. (First group meeting last month)
    - I. Reviewed strategic plan board goals & objectives
  - b. Prioritized Goal 2 Objective:
    - I. By 6/2022 draft and administer a board-led survey to assess community health needs to gather feedback from board member's home agencies and/or shared clients
    - II. A survey sent to providers and programs for clients to complete either in office (during program contact with client) or sent to client to complete on their own
  - c. Next Steps
    - I. Monthly meeting to finalize survey tool and identify target programs
2. Quality Improvement/ Assurance Measures
  - a. 4 measures had a change greater than 10% in the first quarter of 2022 compared to 2021. The changes were only seen in the HCH population, not in the overall UDS population.
    - I. Early entry into prenatal care
      - 73% in 2021 → 100% in 2022 (all 1st and 2nd trimester)
      - The denominator for 2022 is 6. Four patients entered prenatal care in the first trimester and two in the second trimester.

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- In 2021, HCH saw 15 prenatal patients of which 66% entered prenatal care in the first or second trimester.
- II. Weight assessment & counseling for nutrition & physical activity of children & adolescents
  - 50% in 2021 → 85.7% in 2022
  - The denominator for 2022 is 7, of which 6 met the measure.
  - In 2021, this measure for HCH was at 50% out of 2 patients.
- III. BMI screening and follow up plan
  - 54.5% in 2021 → 32.1% in 2022
  - The denominator for 2022 is 1,248 of which 400 patients met the measure.
- IV. Low Birth Weight
  - 16.6% in 2021 → 0% in 2022
  - In 2022, there have been 0 HCH prenatal patients deliver, while in 2021 6 patients delivered of which one was classified as low birth weight.

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**Standing Item: Community Updates**

1. Teri House - Preparing to let go of some responsibilities with city of Antioch
  - a. They have hired a full-time homeless specialist being introduced by next fall.
  - b. Refer to the website for application
  - c. Lived experience with homelessness
2. Winter Nights
  - a. Opening a 2nd safe parking program in Antioch
  - b. Housing Authority opening up list for around 5 units. Online application only starting in June.
3. CORE
  - a. Last 3 or 4 weeks no placement options for us.
  - b. 90 rooms to vacate out of Marriott.
  - c. BARM and other programs have some spacing but not in our normal shelters
4. Stand Up on the delta (not normal stand down)
  - a. June 3<sup>rd</sup>
  - b. Open to any vets active or homeless to come out and receive services

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**Action Item: Board Member Recruitment & Training**

*(Board)*

1. Inactive Board Members

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- a. According to article 10 of the bylaws, inactive members may be removed by a 2/3 vote.
  - b. After several contact attempts, board members will vote.
2. Applicant Interview – Rachna Pandya

*Board: Any particular goal or direction you would like to see the board move towards?*

Rachna:

I haven't thought through that just yet. I am a county community member who also works in healthcare, but my interest was to join and give back. It is so important and a personal mission of mine. My entire career I have worked with vulnerable populations and making sure there is access and quality of care for all persons. To explain healthcare to those who don't work in the field. Getting the word out there.

My son was a Sea Cadet who went out to the VA 3-day event. When we went out there, I had no idea about the service. We were floored and didn't even know about it. We felt proud to walk around and see what the offerings were. Expand his knowledge and share the great work that the board is doing.

*Rachna: What are commitments, how long has it been around?*

Board:

The board has been around formally since 2016. Besides monthly meetings, there are opportunities to participate in subcommittees or smaller groups with specific focus. We used to meet in person at Bates in Concord or at another provider site which we hope to resume soon.

3. Board Conversation and Decision
- a. We've had some challenge breaking into the private sector. But Kaiser is really starting to play a big role. Beneficial for those Kaiser users or uninsured.
  - b. What is her onboarding?
    - i. We shared site and resources
    - ii. She'll get approval and expectation file with bylaws and co-applicant agreement (main docs)
    - iii. Offer her a session to meet with Linae/Gabby/Rachael
    - iv. We may assume understanding of some things
    - v. Check ins with a couple board members
    - vi. BROWN act info and training
    - vii. Standardize this process

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- c. Number of newer members haven't been in the same place as one another. As covid numbers go down, maybe an opportunity to see each other outdoors and connect may be good for the board

**Motion**

- A. **Statement: I move to accept Rachna Pandya onto the board.**
- B. **Motion Made by:** Stephen Krank
- C. **Seconds the Motion:** Teri House  
*Roll Call Vote:* Each voting member must verbally approve or oppose
- D. **IN FAVOR:** Claude Battaglia, Michael Callanan, Teri House, Bill Jones, Stephen Krank, Nhang Luong, Bill Shaw  
**OPPOSED:** None  
**ABSTAINS:** None  
**ABSENT:** Wendel Brunner, Jennifer Machado, Lori McLemore, Silas Robinson, Jonathan Russell  
**Motion Result: PASSED**

- d. Will send her approval notice!

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**Standing Item: Future Matters**

- 4. ECM and CMCT
  - a. EHSD partnerships and retaining medi-cal coverage
  - b. Vision Statement
  - c. Service Continuum
    - i. 5400+ currently enrolled with 15k visits completed this year
    - ii. 400+ newly enrolled. 5200 needs assessments done SDOH
  - d. EHR documentation shared with other service providers

*Question from the Board:* Do you know the caseload for CM?

- e. Currently we had hiring hold and positions vacate so looking for new hires. Right now it's about 80 but hoping for 60 or even lower

*Question from the Board:* Is it possible to get a remedial workshop on zoom to invite members of different branches? Since people do not know that it exists.

- f. We have a large team that can do the presentation. We do have a communications committee that just started to make sure this is understandable and easily digested. Lots of confusion between ECM/CalAIM at the larger scale.
  - g. At the last meeting was talked about understandable mapping mechanism and simplifying navigation for people in need.
  - h. An FAW would be great if the PIO can pull together. CalAIM and how members shift is confusing for healthcare as well.
- 5. Board Member Training

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6. Conflict of Interest

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

Wednesday, June 15, 2022

11:00-12:30pm

Zoom

***Approval of HCH Co-Applicant Board Meeting Minutes from May 18, 2022***

***Board Chair Signature*** Jennifer Machado

***Date*** 6/15/22