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, August 16th, 2023, 11:00-12:30pm
LOCATION: Walker Room, 1220 Morello Avenue, Martinez, CA 94553
ATTENDANCE: Claude Battaglia, Ron Brittain, Wendel Brunner, Michael Callanan, Teri House, Daisy Gallegos, Bill Jones, Mashal Kleven
ABSENT: Jonathan Russell
TELEPHONIC: Jennifer Machado, Rachna Pandya
HCH STAFF ATTENDANCE: Heather Cedermaz (HCH Lead Provider), Mia Fairbanks (HCH Nurse Program Manager), Sara Cortez (HS Administrator), Gabriella Quintana (HCH QI Team),
PUBLIC ATTENDANCE: JR Wilson, Jilly Ray

Agenda Items for Approval and/or Review:
1. Action Item: APPROVAL – July Meeting Minutes
2. Action Item: REVIEW – Board Member Requirements

Welcome & Introduction

Action Item: Approval of July’s Board Meeting Minutes

1. Discussion of last month’s meeting minutes
   a. Review comments or suggestions for changes
Motion
A. **Statement:** I move to approve the minutes from July 2023.
B. **Motion Made by:** Claude Battaglia
C. **Seconds the Motion:** Daisy Gallegos
   *Roll Call Vote:* Each voting member must verbally approve or oppose.
D. **IN FAVOR:** Claude Battaglia, Ron Brittain, Wendel Brunner, Michael Callanan, Teri House, Daisy Gallegos, Bill Jones, Mashal Kleven
   **OPPOSED:** None
   **ABSTAINS:** Wendel Brunner, Jennifer Machado
   **ABSENT:** Jonathan Russell, Rachna Pandya, Teri House
   **Motion Result:** PASSED

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**Standing Item:** **HCH Services Update**
Mia Fairbanks (HCH Nurse Program Manager)

1. Clinics
   a. New outreach nurse started this week.
      i. Background as an ED nurse at CCRMC.
      ii. Onboarding
      iii. Interviewing for 2nd outreach nurse
      iv. Expanding outreach.
   b. CHW
      i. Currently on a hiring freeze
      ii. Looking to hire 2 CHWs once the freeze lifts.

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

1. Defining “Health Care Industry” for HRSA Reporting
   a. HRSA requires reporting on Board Member income derived from the health care industry as defined by the board.
   b. Discussion around the terminology and working in the definition.
   c. Include all health care providers (medical, dental, and behavioral health), other licensed clinical staff (example: nurses, hygienists, and pharmacists), as well as administrative (non-clinical) staff in health care organizations (example: hospitals, clinics, mental health agencies).
      i. Exclude anyone retired or employed in public health or social service agencies.
Motion

A. **Statement:** I move to approve the definition of Health Care Industry for HRSA Reporting.
B. **Motion Made by:** Claude Battaglia
C. **Seconds the Motion:** Stephen Krank
   *Roll Call Vote:* Each voting member must verbally approve or oppose.
D. **IN FAVOR:** Claude Battaglia, Ron Brittain, Wendel Brunner, Michael Callanan, Teri House, Daisy Gallegos, Bill Jones, Mashal Kleven
   **TELEPHONIC:** Jennifer Machado
   **OPPOSED:** None
   **ABSTAINS:** None
   **ABSENT:** Jonathan Russell, Rachna Pandya

**Motion Result:** PASSED

2. Brown Act Review
   a. Discussion about logistics
      i. Posting agenda in physical location
      ii. Public comments after motion for action items

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**Standing Item:** Board Member Recruitment & Training
(All)

1. Q&A Session – JR Wilson
   a. Introduction
      i. Understands mission and what the board does.
      ii. Outreach and incorporation
      iii. Veteran community so diverse and serving the whole community.
   b. Questions/Comments from the Board
      i. Have you worked with the homeless community?
         1. Stand down on the Delta.
      ii. You’ll learn healthcare challenges.
         1. Medical perspective
         2. Health outcomes
         3. Getting involved
         4. Finding resources
      iii. Lived experience.
      iv. Respite veterans connection
         1. Post hospitalization care
      v. Delta Vets using SVDP
         1. Shelter Inc, Brookside, BARM
Motion
A. **Statement:** I move to approve JR Wilson as a voting member of the HCH Governing Board.
B. **Motion Made by:** Teri House
C. **Seconds the Motion:** Stephen Krank
   *Public Comment:* Time allotted for public comment.
   *Roll Call Vote:* Each voting member must verbally approve or oppose.
D. **IN FAVOR:** Claude Battaglia, Ron Brittain, Wendel Brunner, Michael Callanan, Teri House, Daisy Gallegos, Bill Jones, Mashal Kleven
   *TELEPHONIC:* Jennifer Machado
   **OPPOSED:** None
   **ABSTAINS:** None
   **ABSENT:** Jonathan Russell, Rachna Pandya
   **Motion Result:** PASSED

Standing Item: Field Trips

1. Discuss next board meet up
   a. Tuesday at Opportunity Village
   b. Mobile Clinic Visit @ Juvie Hall

Standing Item: Community Updates

1. September 9th
   a. Stand Down on the Delta open to the public

Standing Item: Future Matters

1. HCH Budget

Standing Item: Next Meeting and Time
Wednesday, September 20, 2023
11:00-12:30pm
1220 Morello Ave, Martinez CA

Approval of HCH Co-Applicant Board Meeting Minutes from August 16, 2023

**Board Chair Signature**  _Stephen Krank_ ________________________________

**Date** ________9/20/2023____________________________