

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 19, 2020 11:00-12:30pm

LOCATION: Zoom Meeting

ATTENDANCE: Dr. Wendel Brunner, Bill Jones, Bill Shaw, Jonathan Perales, Jennifer Machado, , Teri House, Michael Callanan, Stephen Krank, & Jonathan Russell

ABSENT: Nhang Luong

HCH STAFF ATTENDANCE: Rachael Birch (HCH Project Director), Linae Young (HCH Planning & Policy Manager), Dr. Joseph Mega (HCH Medical Director), Michael Myette (HCH Mental Health Program Supervisor), & Alison Stribling (HCH QI Team)

Public Attendance: Jill Ray, Supervisor Candace Andersen's Office

Agenda Items for Approval and/or Review:

1. **Action Item: APPROVAL – July Meeting Minutes**
2. **Action Item: Chair and Vice Chair Elections**

Welcome & Introduction

- Introduction to board members and community members present
- Request to post Zoom Meeting details on the HCH website so meeting is accessible to members of the public

HCH Action Items

- Update website with information on how to join monthly meeting via Zoom

Action Item: Approval of July Board Meeting Minutes

Motion

- A. **Statement: I move to approve the minutes from July 2020.**
- B. **Motion Made by:** Jennifer Machado
- C. **Seconds the Motion:** Bill Shaw
- D. **Discussion:** None
- E. **In Favor:** All
Opposed: None
Abstains: None
Absent: Nhang Luong
Motion Result: PASSED

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

1. Follow up on Mortality Report Presentation
 - a. HCH action item: calculate mean age of death for the homeless population
 - b. For the sample population, the mean age of death was 55.2 years
 - c. Due to small sample size HCH is not able to perform clean life expectancy calculations, limiting our ability to make comparisons to the general population
 - d. The high rate of unintentional injury deaths among the population is likely a primary driver of the young age at death.
 - e. Question from Board Member: Do we have data on the racial/ethnic composition of the population?
 - i. Yes, the population was predominately Black/African American (38.1%) followed by White/Caucasian (30.2%) and Hispanic/Latino (23.0%).
 - f. Question from Project Director: Have other County's or HCH programs prepared similar reports? Do our findings align?
 - i. Yes, studies completed by San Francisco and LA Counties.
 - ii. Comparable findings that unintentional injury/overdose is the leading cause of death among the population.
 - iii. Unknown if they presented information on life expectancy or mean at death for the population.

Standing Item: HCH Service Update (Dr. Joseph Mega, HCH Medical Director)

1. Update on HCH services at hotels & community

- a. Hotel population is approaching 600
- b. Working to fill vacant rooms and expand services within the hotels
- c. New 'vaccine clinic' offered every week at hotel sites
 - i. Hope this structure will support Fall time administration of the flu vaccine and a future COVID vaccine
- d. Staff capacity to operate mobile vans is limited, coordinating with John Muir on opportunities to utilize their vans to increase our service presence in the community
- e. Continuing to perform ongoing surveillance testing at the hotels
 - i. HCH Medical Director continues to evaluate these activities based on county wide positive rate
- f. Continuing to perform testing at encampments
 - i. To date have not found any asymptomatic cases at the encampments
 - ii. Homeless cases are primarily presenting to the ED for testing when symptoms develop
- g. Mental Health Service Update
 - i. Service delivery is primarily telephonic but onsite staff are available
 - ii. Hotel residents created a journal of their experiences prior to and since residing in the hotels
 - iii. MH staff are focusing on creative approaches to battling isolation and sleep deprivation
 - iv. Team effort with collaboration between Public Health, Behavioral Health, H3 as well as partner site agencies
- h. Question from Board Member: Is there an update on the County's plan to acquire one or more hotel sites?
 - i. Update from Jill Ray, Supervisor Candace Andersen's Office, Contra Costa has applied for funding through Project Home Key to purchase the Pittsburg hotel site (170 rooms)
 - ii. Exploring additional opportunities for acquisition as well

Standing Item: Project Director Updates (Rachael Birch, HCH Project Director)

1. Request for approval for COVID HRSA funding
 - a. Postponed until September meeting to allow time for Finance to approve all budget line items
 - b. Annual HCH Grant Renewal Application recently opened, due September 30th

HCH Action Items

- Present budget line items at September meeting following approval from Finance Dept.
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Board Chair and Vice Chair Terms

1. Discussion/appointment of Chair and Vice Chair
 - a. Chair Responsibilities:
 - i. Review meeting minutes and agenda items
 - ii. Ensure Board has appropriate/sufficient information to carry out duties
 - iii. Participate in HRSA site visit activities
 - b. Discussion of Chair-person qualities and time commitment
 - c. Discussion of each board members capacity during COVID-19 response
 - d. HRSA site visit planned for summer 2021
 - i. Program would like continuity of Chair position as we prepare for the visit

Roll Call Vote: Chair and Vice Chair Elections

- F. ***Roll Call Vote for Health Care for the Homeless Co-Applicant Board Chair***
 - G. ***Nominations:*** Jennifer Machado, Johnathan Russel
 - H. ***Co-Applicant Board Chair Position:*** Jennifer Machado
Roll Call Vote: Unanimous
Abstains: None
Absent: Nhang Luong
 - I. ***Co-Applicant Board Vice- Chair Position:*** Johnathan Russell
Roll Call Vote: Dr. Wendel Brunner, Bill Jones, Bill Shaw, Jonathan Perales, Jennifer Machado, Teri House, Michael Callanan, Stephen Krank
Abstains: Johnathan Russell
Absent: Nhang Luong
 - J. ***Election Result:*** Jennifer Machado, Co-Applicant Board Chair; Johnathan Russell, Co-Applicant Board Vice Chair
 - K. ***Term Start Date:*** Thursday, August 20, 2020
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Standing Item: Program Updates

1. Loaves and Fishes
 - a. Processing a high volume of applications for housing and other financial assistance resulting from job loss

- b. Anticipating additional volume as more businesses close
- 2. CORE
 - a. Primary referral source for the Hotels
 - b. Received approval for two housing case managers to assist recently housed clients
 - c. Assisting with processing mail for clients at the hotels and providing case management services for those without other case management support
- 3. Winter Nights
 - a. No opening date set given COVID safety guidelines requiring a 4-week stay at each location
 - b. Considering options for restructuring model of care such as operating a fixed site for the duration of the program
 - c. Outreaching to previous clients to assess needs and offer available support
- 4. Hope Solutions
 - a. Continuing to provide supportive housing services
 - b. Some difficulty finding available units, but placements and navigation/advocacy support are continuing
 - c. Working remotely when possible
- 5. BACS
 - a. Supporting two of the Project Room Key hotels
 - b. Don Brown Shelter clients transferred to Pittsburg hotel site in May
 - c. Received grant funding for expanded services in Contra Costa County
 - d. Creating diligent COVID safety protocols for residential treatment homes
- 6. City of Antioch
 - a. Allocating funds for rental and mortgage stabilization
 - b. Exploring additional opportunities for housing solutions post-hotel stay (i.e. micro units, studio apartments, etc.)
- 7. Supervisor Anderson's Office
 - a. Upcoming Continuum of Care Meetings, invitation open to all who would like to participate in the discussion

Standing Item: Future Matters

- 1. Strategic Plan Update
 - 2. Grant Budget Approval
 - 3. COVID-19 HRSA Funding Budget Line Items
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Contra Costa County Health Services
Health Care for the Homeless Co-Applicant Governing Board



Standing Item: Next Meeting and Time

Wednesday, September 16, 2020

11:00-12:30pm

Zoom Conference Call

Approval of HCH Co-Applicant Board Meeting Minutes from August 2020

Board Chair Signature Jennifer Machado

Date 09/16/2020