



CONTRA COSTA HEALTH

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, 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**
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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

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.

Standing Item: Quality Improvement

(Gabiella 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

Standing Item: Board Member Recruitment & Training
(All)

- 1. Q&A Sesion – 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