

**Alameda County Health Care for the Homeless  
Commission Meeting DRAFT Agenda  
Friday, January 15, 2021  
9:00am-11:00am**

**TELECONFERENCING GUIDELINES:** FOR TELECONFERENCED COMMISSION MEETINGS, MEMBERS OF THE PUBLIC MAY OBSERVE AND PARTICIPATE IN MEETINGS BY FOLLOWING THE INSTRUCTIONS IN THE TELECONFERENCING GUIDELINES POSTED ON-LINE AT: [www.achch.org/commission](http://www.achch.org/commission)

<b>Item</b>	<b>Presenter</b>	<b>TAB</b>	<b>Time</b>
A. CALL TO ORDER: 1. Welcome & Roll Call 2. Adopt agenda	Gloria Cox-Crowell Vice Chair Commissioner		9:00 am 5 min
B. PUBLIC COMMENT** Persons wishing to address items on or off agenda			9:05 am 5 min
C. CLOSED SESSION 1. No Items for closed session			
D. CONSENT AGENDA 1. Review and Approve Commission Minutes of December 18, 2020 2. Approval of the December 18, 2020 agenda 3. Approval of New Commissioner Candidate – Jeannette Johnigan	Gloria Cox-Crowell Vice Chair Commissioner	<b>TAB 1</b>  <b>TAB 2</b>  <b>TAB 3</b>	9:10 am 5 min
E. GUEST SPEAKER 1. The Brown Act (“Sunshine Law for Local Government”)	K. Joon Oh, JD, Deputy Counsel Alameda County Counsel	<b>TAB 4</b>	9:15 40 min
F. Comments and Feedback 1. ACHCH Joint Commission & CCAB meeting (December 18, 2020)	Lois Bailey Lindsey Commissioner		9:55am 5 min
G. ACHCH DIRECTOR’S REPORT • COVID-19 • ACHCH Operations	Lucy Kasdin, LCSW ACHCH Director	<b>TAB 5</b>	10:00 25 min
H. ACHCH Health Center 1. Alameda Health System Sub recipient Report	Heather MacDonald-Fine	<b>TAB 6</b>	10:25 5 min



**TAB 1:**

**ACHCH Joint Commission/CCAB  
Meeting Minutes  
December 18, 2020**

**Alameda County Health Care for the Homeless  
Joint Consumer Community Advisory Board (CCAB) & Commission Meeting  
Friday, December 18, 2020; 9:00am-11:00am  
Via Zoom Conference Call  
DRAFT MINUTES**

**ACHCH Commissioners Present:**

Laura Guzmán (Chair)  
Gloria Cox-Crowell (Co-chair)  
Lynette Lee  
Claudia Young  
Michelle Schneidermann  
Dr. Gerard Jenkins  
Shannon Smith-Bernardin  
Greg Kats  
Sabrina Fuentes

**CCAB Members Present:**

Bennie Whitfield  
Brenda Whitfield  
Jeannette Johnigan  
Denise Norman

**County Staff Present:**

Dr. Harrison Alter, Interim ACHCH Medical Director  
Lucy Kasdin LCSW, ACHCH Director  
Luella Penserga, ACHCH Deputy Director  
David Modersbach, ACHCH  
Kathy Barron, ACHCH  
Dr. Kathleen Clanon, MD, Medical Director - HCSA

**Public Present:**

Damon Francis, AHS  
Heather MacDonald Fine, AHS  
Brianna Nelson

**ACHCH Commissioners & CCAB Absent:**

Ana Bagtas  
Lois Bailey Lindsey  
Fr. Rigo Caloca-Rivas  
Samuel Weeks, DDS  
April Anthony  
Mark Smith

Item	Discussion/ Recommendations
A. CALL TO ORDER Welcome & Introductions Adopt agenda	Meeting Chaired by Commissioner Laura Guzman, Chair Quorum achieved <b>Motion to Approve:</b> <b>Motion Passed:</b> Agenda adopted by Commission
B. PUBLIC COMMENT	No public comment
C. CLOSED SESSION	No closed session
D. CONSENT AGENDA	ACHCH Commission review and approve Commission Meeting Minutes – November 20, 2020 <b>Motion to Approve:</b> G. Cox-Crowell; 2 <sup>nd</sup> S. Fuentes <b>Motion Passed:</b> Meeting minutes approved by Commission  CCAB Review and Approve Meeting Minutes - November 13, 2020 <b>Motion to Approve:</b> J. Johnigan; 2 <sup>nd</sup> S. Fuentes

Item	Discussion/ Recommendations
	<b>Motion Passed:</b> Meeting minutes approved by CCAB
E. DISCUSSION	<p>1. CCAB members share experience in COVID and recommendations for collaborating with the Commission in 2021</p> <ul style="list-style-type: none"> <li>• J. Johnigan presented recommendations for serving the homeless community <ul style="list-style-type: none"> <li>○ Need more mental health services available across county</li> <li>○ Replace survival skills with life skills</li> <li>○ People in the community who were once homeless and are now successful could facilitate workshops and trainings for those experiencing homelessness.</li> </ul> </li> <li>• D. Modersbach presented for M. Smith (CCAB member) <ul style="list-style-type: none"> <li>○ Reaffirm the commitment of the commissioner’s and CCAB members to advocate by engaging Board of Supervisors and community leaders.</li> <li>○ Commission and CCAB members plan an in-person joint CCAB/Commission retreat in Summer 2021.</li> </ul> </li> <li>• B. Whitfield commented regarding J. Johnigan’s presentation: people judge you for what they see not who you are. Being a member of the CCAB encourages her a lot and gives her a lot of hope and to keep striving.</li> <li>• S. Fuentes commented on Commission and CCAB members collaborating for 2021: needs to be a fair representation for what the homeless population needs and/or wants. We need to focus on the immediate needs of the homeless community because the landscape is changing moment to moment.</li> </ul> <p>2. Commissioner’s questions and answers</p> <ul style="list-style-type: none"> <li>• M.Schneidermann: Thank you to everyone for speaking up today. Not easy to speak up especially in a virtual call. How you are thinking about the vaccine and what are you hearing from other people as to the likelihood they would be open to receiving it? <ul style="list-style-type: none"> <li>○ J. Johnigan: most people are excited to receive the vaccine. One essential worker that’s missing to receive the vaccine early are the in home care workers. She will take the vaccine when it becomes available.</li> </ul> </li> <li>• G. Jenkins: Do you feel that further education about the vaccine will benefit people? <ul style="list-style-type: none"> <li>○ Dr. Clanon: She is leading the vaccine roll out for Alameda County. How do we get factual information to people on enough channels and messagers for people to get their questions answered in order for them to make a decision as to whether they want to get the vaccine or not? Are there materials being developed specifically for the homeless community? There are campaigns out there that the state has aired (on public health dept site), townhall meetings for people to ask questions (not sure how feasible that is for unsheltered people).</li> </ul> </li> <li>• L. Kasdin: ACHCH is expanding mental health services in Castro Valley with telepsychology with piloting a co-location outreach with BHCS in January.</li> </ul>
F. COMMENTS AND FEEDBACK	<p>1. ACHCH Commission presentation to Board of Supervisors’ Health Committee (November 23, 2020)</p> <ul style="list-style-type: none"> <li>• L. Penserga briefed Commission and CCAB members on the presentation</li> </ul>

Item	Discussion/ Recommendations
	2. Commission meeting with Jared Savas at Supervisor Wilma Chan’s office (November 20, 2020) <ul style="list-style-type: none"> <li>• L. Lee briefed Commisison and CCAB members on the meeting with Jared Savas</li> </ul>
G. ACHCH DIRECTOR’S REPORT	Lucy Kasdin LCSW, ACHCH Director, presented the ACHCH Director’s Report <ul style="list-style-type: none"> <li>• Personnel:               <ul style="list-style-type: none"> <li>○ Dr. Clanon discussed the Medical Director position is still open and the application deadline has been extended to December 30, 2020.</li> </ul> </li> <li>• COVID-19 Community Hero Award recipients</li> <li>• COVID-19 testing data (presented by D. Modersbach)</li> <li>• Project Roomkey update               <ul style="list-style-type: none"> <li>○ Commissioners to draft a letter to Alameda County Board of Supervisor’s regarding hotels closing at the end of December 2020</li> </ul> </li> </ul>
H. ACHCH HEALTH CENTER & ALAMEDA HEALTH SYSTEM SUBRECIPIENT REPORT	<ol style="list-style-type: none"> <li>1. Heather MacDonald Fine, Alameda Health System, presented program report               <ul style="list-style-type: none"> <li>• CAB elected a chair and vice chair for the year and elected a new member</li> <li>• Presented Program Activity update</li> <li>• Presented Data Report</li> </ul> </li> <li>2. David Modersbach, ACHCH Grants &amp; Special Projects, presented HRSA update during Director’s Report               <ul style="list-style-type: none"> <li>• HRSA virtual operational site visit: projected July 2021. ACHCH is working in getting ready for the visit (virtual).</li> <li>• Submitted response to HRSA re: hypertension control pilot using Bluetooth-enabled roll out</li> </ul> </li> </ol>
I. REGULAR AGENDA	<ol style="list-style-type: none"> <li>1. Consumer/Community Advisory Board (CCAB) – Not reported to due time constraints</li> <li>2. Executive Committee – Not reported to due time constraints</li> <li>3. Budget/Finance and Contracts Committee – No Report</li> <li>4. Clinical Quality Committee – No Report</li> </ol>
J. ACTION AGENDA	<ol style="list-style-type: none"> <li>1. Approval of New Commissioner Applicant – Jeannette Johnigan  <b>Motion to Approve:</b> L. Guzman; 2<sup>nd</sup> G. Cox-Crowell  <b>Motion Passed:</b> Approval of New Commissioner Jeannette Johnigan by Commission</li> </ol>
K. OTHER ITEMS	Other Items: <b>Next ACHCH Commission Meeting:</b> Friday, January 15, 2021; 9:00am-11:00am
L. ADJOURNMENT	Meeting adjourned at 11:12am  MINUTES APPROVED BY UNANIMOUS VOTE OF ACHCH COMMISSION  Verified by Lois Bailey Lindsey, Secretary ACHCH Commission Executive Committee  _____ Date:_____

**TAB 2:**

**ACHCH Joint Commission/CCAB  
Meeting Agenda  
December 18, 2020**

**Alameda County Health Care for the Homeless  
Joint Consumer Community Advisory Board (CCAB)  
& Commission Meeting  
Friday, December 18, 2020  
9:00am-11:00am**

**TELECONFERENCING GUIDELINES:** FOR TELECONFERENCED COMMISSION MEETINGS, MEMBERS OF THE PUBLIC MAY OBSERVE AND PARTICIPATE IN MEETINGS BY FOLLOWING THE INSTRUCTIONS IN THE TELECONFERENCING GUIDELINES POSTED ON-LINE AT: [www.achch.org/commission](http://www.achch.org/commission)

**AGENDA**

<b>Item</b>	<b>Presenter</b>	<b>TAB</b>	<b>Time</b>
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D. CONSENT AGENDA 1. Review and Approve Commission Minutes of November 20, 2020 2. CCAB Review and Approve Minutes of November 13, 2020	Laura Guzmán Chair Commissioner  Sam Weeks, DDS Commissioner	<b>TAB 1</b>  <b>TAB 2</b>	9:10 am 5 min  5 min
E. DISCUSSION 1. CCAB members share experience in COVID and recommendations for collaborating with the Commission in 2021 2. Commissioner's questions and answers	Sam Weeks, DDS Commissioner  Laura Guzmán Chair Commissioner		9:20 20 min  10 min
F. Comments and Feedback 1. ACHCH Commission presentation to Board of Supervisors' Health Committee (November 23, 2020) 2. Commission meeting with Jared Savas at Supervisor Wilma Chan's office (November 20, 2020)	Lois Bailey Lindsey Commissioner  Gloria Cox-Crowell Vice Chair Commissioner	<b>TAB 3</b>	9:50am 5 min  5 min

<p>G. ACHCH DIRECTOR'S REPORT</p> <ul style="list-style-type: none"> <li>• COVID-19 Community Hero Award Recipients</li> <li>• ACHCH Operations</li> </ul>	<p>Lucy Kasdin, LCSW ACHCH Director</p>	<p><b>TAB 4</b></p>	<p>10:00 25 min</p>
<p>H. ACHCH Health Center</p> <ol style="list-style-type: none"> <li>1. Alameda Health System Sub receipt Report</li> <li>2. HRSA Compliance and Updates</li> </ol>	<p>Heather MacDonald-Fine Alameda Health System</p> <p>David Modersbach ACHCH Grants &amp; Special Projects</p>	<p><b>TAB 5</b></p>	<p>10:25 5 min</p> <p>5 min</p>
<p>I. REGULAR AGENDA</p> <ol style="list-style-type: none"> <li>1. Consumer/Community Advisory Board (CCAB) Report (November 13, 2020)</li> <li>2. Budget/Finance and Contracts Committee – no report</li> <li>3. Clinical Committee Report – no report</li> <li>4. Executive Committee Report (December 7, 2020) <ul style="list-style-type: none"> <li>• Ethics training for Commissioners</li> </ul> </li> </ol>	<p>Sam Weeks, DDS Commissioner</p> <p>Gloria Cox-Crowell Vice Chair Commissioner</p>	<p><b>TAB 6</b></p> <p><b>TAB 7</b></p>	<p>10:35am 10 min</p> <p>5 min</p>
<p>J. ACTION AGENDA</p> <ol style="list-style-type: none"> <li>1. Approval of New Commissioner Candidate</li> </ol>	<p>Laura Guzmán Chair Commissioner</p>	<p><b>TAB 8</b></p>	<p>10:50am 5 min</p>
<p>K. OTHER ITEMS</p> <ol style="list-style-type: none"> <li>1. Welcome Sabrina Fuentes to Commission</li> <li>2. Next Meetings: <ul style="list-style-type: none"> <li>• CCAB: Friday, January 8, 2021, 12:00pm-1:30pm</li> <li>• Commission Meeting: Friday, January 15, 2021; 9:00am-11:00 am</li> </ul> </li> </ol>	<p>Laura Guzmán Chair, ACHCH Commission</p>		<p>10:55am 5 min</p>
<p>L. ADJOURNMENT</p>			<p>11:00am</p>

\* Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting, or who have a disability and wish to request an alternate format for the agenda, meeting notice, or other documents that may be distributed at the meeting, should contact ACHCH at least five working days before the meeting at (510) 891-8930 in order to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. The ACHCH Commission regular meeting documents are posted at least 72 hours prior to the meeting and are accessible online at: <http://www.achch.org/>.

**TAB 3:**

**ACHCH Action Agenda – Approval of  
New Commissioner Candidate**

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**Alameda County Health Care for the Homeless Commission  
Summary of Candidate Qualifications to Serve on the ACHCH Commission**

1. **First and Last Name:** Jeannette Johnigan
2. **Degrees:** BA in Business Administration, (Magna Cum Laude) Park University, Parkville, Missouri
3. **Organizational affiliations and role (if relevant):**
  - Currently serving on the ACHCH CCAB
  - Board member of Hayward Community Gardens
4. **Board of Supervisor District where candidate resides, or is employed:** resides in Hayward (District 2, Valle)
5. **Commission vacancy to be filled:** District 2
6. **Documents submitted for ACHCH review:**
  - XX Online application through Board of Supervisors Commission portal completed
  - XX Resume
  - XX Conflict of Interest form
7. **Check areas of expertise where the candidate could provide the most contribution to the ACHCH Commission:**
  - XX Health care
  - Community affairs
  - XX Finance
  - Government
  - Business/non-profit management and administration
  - Legal affairs
  - Demonstrated commitment to people experiencing homelessness
  - XX Lived expertise/consumer representation
8. **Additional skills, expertise, and potential contributions to the ACHCH Commission:**
  - Reviewing program budgets, financial statements and contracts (has had experience with grant writing)
  - Have assisted people with understanding how SSI works
9. **Commissioner interview date:** December 14, 2020
10. **Commission interviewer(s):**
  - Commissioner Lynette Le
  - Commissioner Fr Rigo Calocarivas, Phd
11. **Additional interviewer comments:**

**TAB 4:**

**The Brown Act**

**“Sunshine Law for Local Government”**

**Presentation Slides by**

**K. Joon Oh, JD**

**Deputy Counsel**

**Alameda County Counsel**

# California's Sunshine Law: The Ralph M. Brown Act

Presentation by  
Joon Oh

Deputy County Counsel  
OFFICE OF THE COUNTY COUNSEL  
COUNTY OF ALAMEDA

January 15, 2021

Alameda County Health Care for the Homeless



**Disclaimer...**

# The Brown Act

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The Brown Act was enacted in 1953 after a 10-part exposé in the *San Francisco Chronicle* on the lack of transparency in local government, entitled “Your Secret Government”

**San Francisco Chronicle**  
NORTHERN CALIFORNIA'S LARGEST NEWSPAPER

# The Guiding Principle

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The Public's business must be conducted in *public*, with ample opportunity for public participation



# Who is Subject to the Brown Act?

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- Any board, commission, committee or other body created by a charter, ordinance, resolution or other formal action of the Board of Supervisors + standing committees
  - *E.g.*, Established June 19, 1979 by resolution number 183410
- Exception: ad hoc committees made up of less than a quorum of the body

# Ad Hoc Committees:

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- Purely advisory
- comprised solely of members
- < quorum (of body or standing committee)
- limited term
- No meeting schedule fixed by formal action
- charged with accomplishing a specific task
  - No continuing subject matter jurisdiction
- in a short period of time
  - dissolved when their specific task is completed

# Ad Hoc Examples:

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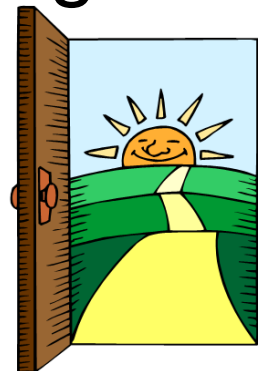
- Meetings by 2/5 city council members to review Coastal Commission's new draft land use plan regarding city
- Ad hoc advisory committee created to advise Board of Education regarding candidates' qualifications for vacant board position.

# The Open Meeting Rule

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THE RULE is that meetings are OPEN to the public; exceptions to the rule are narrowly construed:

“all meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency.”



# What is a “Meeting?”

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A meeting occurs whenever a majority of the members of the Board or of a committee come together at the same time or place



# Meetings May Be:

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- Formal or informal
- Involve only discussion or action, or both
- In person, or through technology



# Meetings Can Include:

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- Retreats
- Site visits
- Social gatherings or “networking” before or after a noticed meeting



# Unlawful Meetings

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- “Pre-meetings” and “Post-meetings” held without notice to the public
- Serial meetings

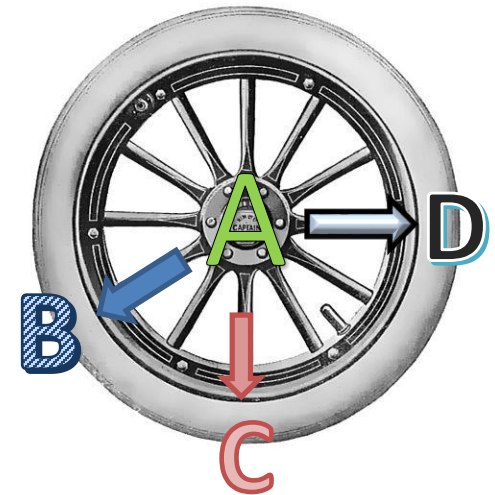


# Types of Serial Meetings

- “Chain” meetings: Member A talks to member B, who talks to Member C...



- “Hub-and-Spoke” meetings: A talks to B, then C, then D...



# How Serial Meetings Occur

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- Through technology:
  - Text
  - Email
  - Phones, etc.



- Through staff



# Discussions With Staff

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Staff ***answer questions*** or ***provide information*** to individual Board members ***so long as*** any views or positions expressed by the member are ***not communicated*** to other members of the Board



# What ISN'T a Meeting?

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- Attendance of majority at
  - regional/state/national conference
  - local meeting open to the public
  - social, recreational, ceremonial event not sponsored by or for the body
- Are OK *PROVIDED* no collective discussion of Commission business

# New for 2021 – AB 992

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- Applies to Social Media (*e.g.*, Twitter, Facebook, Instagram, Reddit, etc.)
- Meeting does not include “engaging in separate conversations or communications on [Social Media] to answer questions, provide information to the public, or to solicit information from the public regarding a matter that is within the subject matter jurisdiction of the legislative body...”

*...still...*

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- **No** “discuss[ion] among [members about] business of a specific nature that is within the subject matter jurisdiction of the legislative body”
- **No** “responding directly to any communication...regarding a matter that is within the subject matter jurisdiction of the legislative body that is made, posted, or shared by any other member of the legislative body”
  - Government Code sec. 54952.2

# \*Meetings: Locations and Time

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- Meetings must be held within Alameda County
- Meetings must occur at a time and location set by ordinance, resolution, or bylaws
- Meetings includes teleconferences



# \*“Teleconference” =

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- “a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both.”
- “Nothing in this section shall prohibit a local agency from providing the public with additional teleconference locations.”

# \*Teleconference Rules

- Each teleconference location must be identified in the notice and agenda
- Agenda must be posted at each location
- Each location must have public access
- Public must have opportunity to speak at each location
- A quorum must be inside the County
- All votes must be taken by rollcall



# \*Teleconference cont.

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- The body must “conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency”



# \*COVID-19 – exceptions:

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- Executive Orders:
  - N-25-20 (March 12, 2020)
  - N-29-20 (March 17, 2020)
  - N-35-20 (March 21, 2020)
- Suspends:
  - Each teleconference location must be identified in the notice and agenda
  - Agenda must be posted at each location
  - Each location must have public access

## ...continued...

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- Allows simultaneous updates about a declared emergency from local, state, or federal officials
- Can ask questions to the updaters
- For update purpose only, i.e., no official business by the legislative body

# Notice & Agenda Requirements

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- Regular meeting agendas must be posted 72 hours in advance of the meeting
- Special meeting agendas require only 24 hours advance notice
- Agendas must describe each item to be considered in enough detail that a person of ordinary intelligence could determine whether the item is of interest



# Why Does It Matter?

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A body subject to the Brown Act *may not discuss* and *may not act* on items not on the agenda or that are beyond the reasonable scope of the agenda description



# Very Limited Exceptions

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- Public health/safety emergency
  - Immediate need to avoid serious injury to public interest



- An item continued from previous agenda *and* that last meeting was within the last 5 days

# These Don't Need to be On the Agenda

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- Commendations
- Announcements
- Request to agendize future items
- Limited follow-up to general public comment, to provide information or direction to staff



# Rights of the Public

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## ACCESS TO MEETINGS

- To have meetings open and public with limited exceptions
- To have access to all agendas of public meetings and documents distributed to the Legislative Body members
- To audio/video record the meetings and to inspect any recordings of the meetings made by the agency.
- To attend without any condition precedent (e.g., cannot mandate that attendees register)



# Rights of the Public

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## PARTICIPATION IN MEETINGS

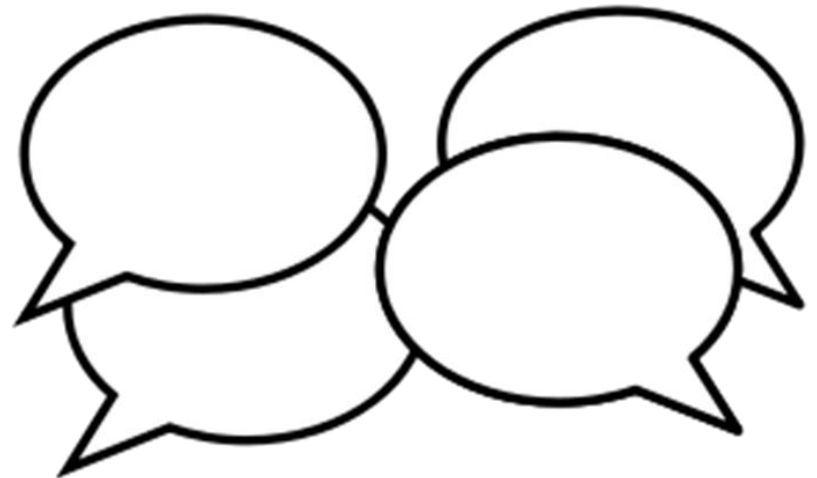
The public has the right to address the Board at any regular or special meeting on any item on the agenda, ***before conclusion of the discussion or the Board takes action***



# Types of Public Comment

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- Specific: Concerning an item on the agenda, at the time of consideration
- General: Any item within the Board's subject-jurisdiction



# Specific Public Comment

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- Any agenda item – discussion or action
- Must occur before
  - conclusion of consideration of item (discussion item); or
  - action taken (action item)

1. =

2. =



# General Public Comment

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- May occur at any time in the meeting, at the discretion of the Chair/Board majority
- Is limited to matters within scope of Board's jurisdiction, even if not on the agenda
- Members may not discuss or respond substantively
- Not required at special meetings

# Rights of the Speaker

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- Right to equal time
- Right to criticize policy body, its members, and its staff



# Limits on Public Comment

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- “Up to” three minutes on an item
- Reasonable limit on total public comment time on an item
- No right to a response from policy body or its members



# Controlling Unruly Speakers

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- Board Chair can impose reasonable time, place, and manner restrictions on public participation
- Unruly speakers may be excluded from the forum if necessary to allow business to continue



# Closed Session

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Meetings must be open to the public *unless* the Brown Act specifically authorizes the Board to meet in “closed session”

It may not be likely that the Commission will have any closed session matters; any plans to hold a closed session can be discussed with office of the county counsel prior to being placed on an agenda.

Example Topics:

- Personnel
- Litigation
- Labor Negotiations
- Real Estate Negotiations



# Closed Sessions

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- Closed sessions are limited to a few specified circumstances and fact specific
- Standard is NOT whether the subject matter is sensitive, embarrassing, controversial or 'private'
- Only Board members and necessary support staff can be present in closed session

# Criminal Penalties

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- Willful violation of Brown Act
  - Action taken in violation of Brown Act
  - Member intends to deprive the public of information to which the public is entitled
- Misdemeanor
  - punishable by imprisonment in the county jail not exceeding six months, or
  - by fine not exceeding one thousand dollars (\$1,000), or
  - by both



# Other Potential Penalties

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- Invalidation of action taken in violation of Brown Act
- Injunction or declaratory relief to stop or prevent violations
- Disciplinary action
- Prevailing plaintiff may get attorneys' fees and/or costs
- Referral to grand jury for disclosing closed session discussion



QUESTIONS?



**TAB 5:**  
**ACHCH Director's Report**

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January 15, 2021

TO: Alameda County Health Care for the Homeless Commission  
FROM: Lucy Kasdin, LCSW Director  
SUBJECT: Director's Report

Program activity update since the December 2020 ACHCH Commission meeting:

1. Personnel (Strategic Area: Clinical Care and Leadership and Advocacy)

The ACHCH Medical Director position closed at the end of December 2020. Nine applicants met the minimum qualifications. Interviews will be scheduled, with Commissioners participating in the panel.

2. Street Health (Strategic Area: Clinical Care)

We have finalized a contract with Abode Services for Street Health in zone 1 (East County). With this contract we now have teams operating in all 14 zones across Alameda County.

Interactive map:

<https://www.google.com/maps/d/edit?mid=1vA3PCKMf2uCdzbQO0JQZkc9m8VT0vwYt&usp=sharing>

Nursing staff recruitment and retention has been a challenge to Street Health providers. LifeLong continues to experience challenges hiring nursing staff, which significantly impacts their teams as Street Health is an RN lead model. Currently LifeLong does have a nurse hired on three of their five Street Health teams. ACHCH leadership has been in contact with LifeLong and has requested the hire registry nurses to begin services February 1<sup>st</sup> if staff have not been hired so services can be fully provided within their zones. Bay Area Community Health, who operates one zone, has only has a nurse hired for 2 months of the contract period, and is presently without a nurse. Beyond registry nurses ACHCH continues to support teams in exploring ways to support both recruitment and retention of nursing staff.

3. Program Highlight (Strategic Area: Community Awareness and Marketing)

The work of Street Health was featured and celebrated in two articles during the month of December:

<https://www.nytimes.com/2020/12/23/us/coronavirus-homeless.html>

<https://www.achch.org/news/lucy-kasdin-director-of-achch-featured-in-berkeleyside-article>

4. Medical Respite (Strategic Area: Clinical Care, Leadership)

**Fairmont Tiny Homes:** ACHCH leadership has been supporting the development of a new Tiny Homes project on the Fairmont Campus. The site will operate thirty-three interim

housing beds, of which 15 are recuperative care beds and, 18 are for people prioritized as chronically homeless and highly vulnerable. The vendor providing the property management and supportive services has been selected through the vendor pool process and the contract is under development. The site is still under constructions, with units coming online in January and February. A start date for services is being finalized, we are excited to have this resource opening soon.

**LifeLong Adeline Respite:** The Adeline Respite program experienced some challenges with low occupancy, particularly during the early days of the pandemic. We are very pleased to report the by the end of December the program was at full capacity (15 beds currently, reduced from 27 pre COVID-19) and has sustained the occupancy over the last two weeks. ACHCH continues to provide oversight and technical assistance to the program, including expanded referral sources within AHS to support utilization and financial sustainability.

**Alameda Point Collaborative:** HCSA leadership remains committed to the development of the Alameda Point Collaborative Site. The contract between Alameda Point Collaborative and HCSA ended in December 2020, with Housing and Community Development now serving as the county lead for the project during this phase in the project's development.

5. COVID-19 Program Highlight (Strategic Area: Clinical Care)

Alameda County is experiencing its highest surge of COVID infections to date.

**Rapid Response:** ACHCH continues to lead rapid responses to shelter and street COVID-19 outbreaks. ACHCH has led 46 Rapid Responses to shelter and street outbreaks (31 shelter and 15 street) since December 1, and 133 since the onset of COVID-19.

**Testing:** ACHCH continues to provide COVID-19 Testing, in three manners: ACHCH COVID-19 Testing Team (temporary, HRSA-ECT-funded nurse and outreach staff), Collaborative ACMRC testing team; and ACHCH StreetHealth Team testing. ACHCH also counts on collaboration with other partners including ROOTS for follow up testing.

ACHCH COVID TESTING				
Date	(All)	APRIL 2020 to PRESENT		
COVID TESTING in Shelter and Street Settings : ACHCH, ACMRC, Partners (ROOTS, LLMC, Firehouse, etc)				
Row Labels	Count of Site of T	Sum of Number Tests Given	Sum of Number of Positive	Pos Rate
Comfort - Roomkey	62	273	41	15.0%
Community Care	28	379	10	2.6%
Safer Ground - Roomkey	73	1233	21	1.7%
shelter	87	2168	52	2.4%
street	34	363	17	4.7%
<b>Grand Total</b>	<b>284</b>	<b>4416</b>	<b>141</b>	<b>3.2%</b>
			<b>Excluding Comfort</b>	<b>2.4%</b>
Date	(Multiple Item)	SINCE DECEMBER 1 ONLY		
Detail- Comfort Shelter Street Community Care	Count of Site of T	Sum of Number Tests Given	Sum of Number of Positive	% positive
Comfort - Roomkey	9	32	8	25.0%
Community Care	3	54	2	3.7%
Safer Ground - Roomkey	27	492	17	3.5%
shelter	44	985	25	2.5%
street	9	55	7	12.7%
<b>Grand Total</b>	<b>92</b>	<b>1618</b>	<b>59</b>	<b>3.6%</b>
			<b>Excluding Comfort</b>	<b>3.2%</b>

**COVID-19 Vaccine:** Beginning December 24, 2020, ACHCH has played a central role in the County of Alameda’s roll out of the COVID-19 vaccine, identifying, educating and gatekeeping 216 different organizations and that play a role in homeless COVID-19 health care response, and organizing vaccinations of hundreds of outreach workers and frontline health care workers, including all Safer Ground/Operation Comfort staff. ACHCH is coordinating roll out of shelter providers and shelter residents, and is planning for providing of COVID vaccines for unsheltered county residents.

**ACHCH needs additional funding/staff to carry out future vaccination efforts.**

**6. HRSA Updates (Strategic Area: Health Center Compliance)**

ACHCH has added seven temporary emergency Sites to the health center scope of project, in an administrative request to HRSA, enabling the health center to provide COVID vaccinations to staff and soon residents of the countywide Project Roomkey Hotels. (Sites are: Operation Comfort/Comfort Inn; Quality Inn; Safer Ground Alameda; Safer Ground Newark; Safer Ground Livermore; Safer Ground Radisson; Safer Ground Days Inn.

ACHCH is working on spending down HRSA COVID-19 expansion funding (CARES, ECT and COVID-19) which will be exhausted by April 2021. Funding has been used for testing team efforts, S&EBs for staff impacted by new COVID-19 responsibilities, supplies and expansion of contracts (including AHS and Street Health Teams) for COVID-19 response. No new HRSA expansion funding is currently anticipated, and ACHCH is in strong need of continued funding to support expanding Vaccine efforts and continuing and expanding testing roles.

**7. Project Roomkey Updates (Strategic Area: Clinical Care)**

Project Roomkey in Alameda County has begun to phase down and 29 hotel rooms were closed in 2020. Ramp down plans will continue to be evaluated for all remaining Roomkey sites in January. The Alameda

County Health Care Services Agency is adapting the Project Roomkey phase down taking into account: 1) COVID-19 cases, 2) move-in rate into funded housing opportunities, 3) available funding sources, and 4) vaccination schedules. Our priorities are: decreasing the spread of COVID-19 by providing isolation and quarantine locations; safe shelter for people at high risk for COVID-19 impacts; and taking advantage of the time-limited opportunities for long-term housing.

The Project Roomkey Isolation and Quarantine sites are scheduled to continue operations for the foreseeable future.

**Updates as of Sunday, January 10<sup>th</sup>:**

Operation Comfort Site:	Total Rooms	Available Rooms
Quality Inn	98	19

\*Does not include occupied rooms and rooms which are temporarily unusable for reasons such as, being aired out or the need to be cleaned

Roomkey Sites	City	Max Occupancy (Rooms or Slots)	Current Occupancy (Households)	%	Current Occupancy (Individuals)*	Target Population
<b>COVID+/PUI Sites</b>						
Quality Inn	Oakland	98	65	66%	65	COVID+/PUI
<b>COVID+/PUI Occupancy</b>		<b>98</b>	<b>65</b>	<b>66%</b>	<b>65</b>	
<b>Safer Ground Sites</b>						
Days Hotel	Oakland	140	134	96%	168	Homeless/high risk
Fremont Islander	Fremont	10	10	100%	12	Homeless/high risk
Marina Village Inn	Alameda	50	39	78%	70	Homeless/high risk
Radisson	Oakland	285	236	83%	285	Homeless/high risk
Residence Inn	Livermore	112	96	86%	136	Homeless/high risk
Rodeway Inn	Berkeley	40	40	100%	46	Homeless/high risk
Springhill Suites	Newark	119	53	45%	83	Homeless/high risk
Scattered Sites	Countywide	124	124	100%	134	Homeless/high risk

<b>Safer Ground Hotel Occupancy</b>		<b>880</b>	<b>732</b>	<b>83%</b>	<b>934</b>	
Alameda Trailers	Alameda	4	4	100%	4	Homeless/high risk
Berkeley Trailers	Berkeley	18	13	72%	14	Homeless/high risk
HomeBase Trailers	Oakland	128	123	96%	123	Homeless/high risk
<b>Trailer Occupancy</b>		<b>150</b>	<b>140</b>	<b>93%</b>	<b>141</b>	
<b>All Safer Ground Occupancy</b>		<b>1030</b>	<b>872</b>	<b>85%</b>	<b>1075</b>	
<b>Total Roomkey Occupancy</b>		<b>1128</b>	<b>937</b>	<b>83%</b>	<b>1140</b>	

\*Preliminary data; Trailer data based on slots

**Referrals and Placements:**

	<b>New Referrals</b>	<b>Total Referrals</b>	<b>New Placements</b>	<b>Total Placements</b>	<b>Current Occupancy</b>
<b>Referral: Operation Comfort</b>	<b>24</b>	<b>2549</b>	<b>23</b>	<b>1499</b>	<b>65</b>
<b>Referral: Safer Ground</b>	<b>1</b>	<b>1742</b>	<b>0</b>	<b>1165</b>	<b>732</b>
Safer Ground-Oakland	0	707	0	375	236
Safer Ground-Newark	0	209	0	141	53
Safer Ground-Alameda	0	78	0	64	39
Safer Ground-Days	1	159	0	202	134
Safer Ground-Berkeley	0	46	0	46	40
Safer Ground-Berkeley Quality	0	41	0	30	0
Safer Ground-Fremont	0	10	0	10	10
Safer Ground-Livermore	0	192	0	122	96
Scattered Sites	0	300	0	175	124

\*Subject to change; Household data used

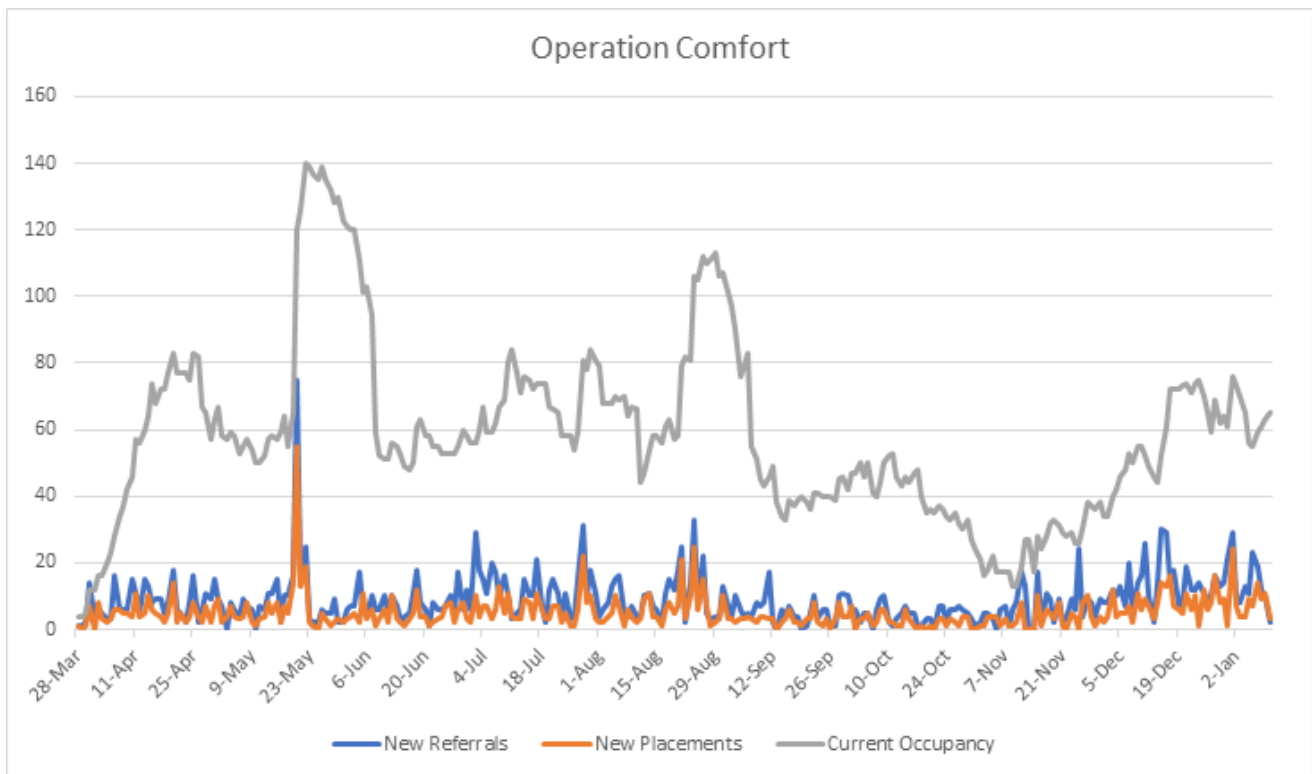
**Sites by Mixed Population Type:**

	<b>New Referrals</b>	<b>New Placements</b>	<b>Current Occupancy</b>
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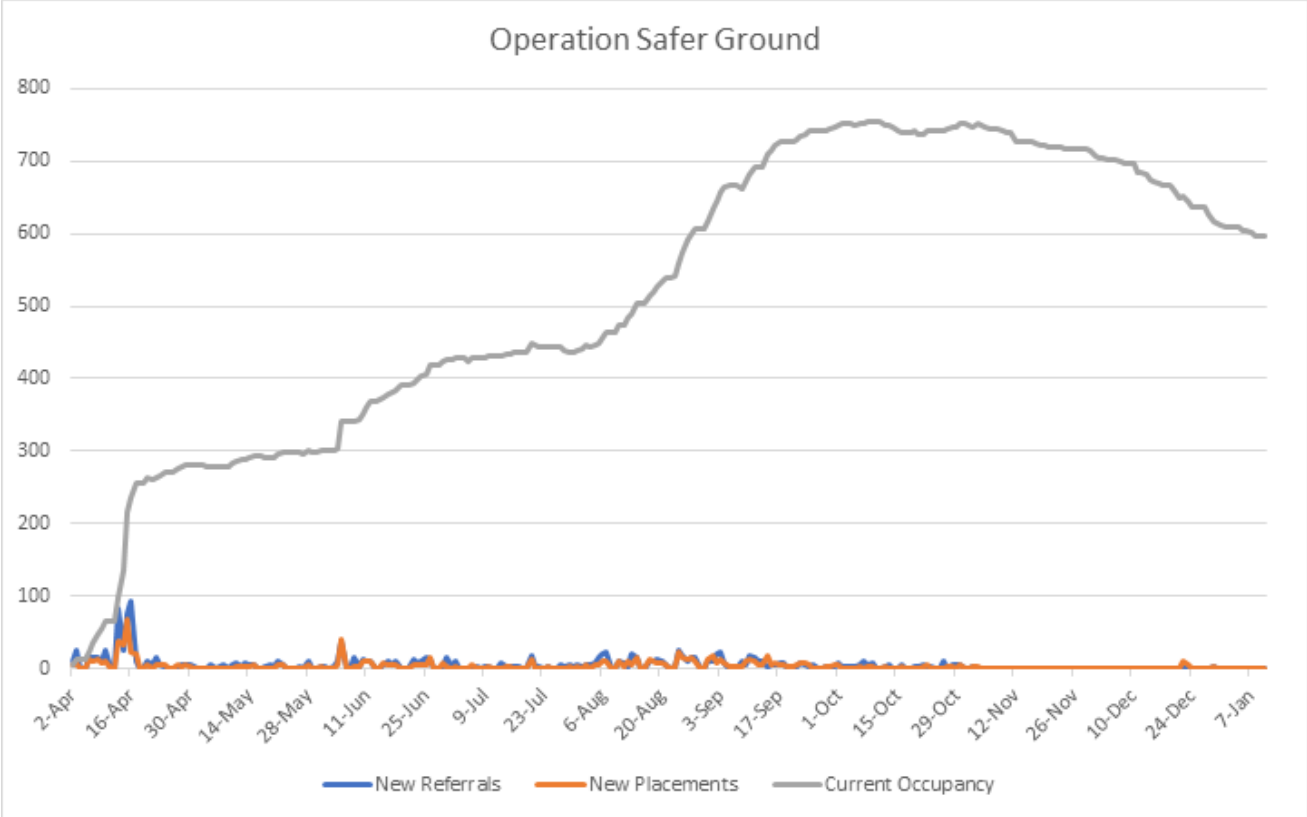
Comfort Q	24	23	65
<b>Population Type: HUD Homeless</b>	17	17	55
<b>Population Type: Expanded Population</b>	7	6	10
Safer Ground-Newark	0	0	53
<b>Population Type: Not PRK Eligible</b>	0	0	5
<b>Population Type: PRK Eligible</b>	0	0	48

\*Reporting on Comfort Q, Operation Comfort Oakland and Safer Ground Newark only


**Data Over Time:**



\*Includes Operation Comfort Oakland and Comfort Q only; Data subject to change



\* Excludes Scattered Sites and Fremont Islander; Data subject to change

Sincerely,  


Lucy Kasdin, LCSW  
 Director  
 Alameda County Health Care for the Homeless  
 Lucy.kasdin@acgov.org  
 510-891-8903

**TAB 6:**  
**Alameda Health System**  
**Sub-recipient Report**

January 8, 2021

**TO:** Alameda Health System (AHS) Co-Applicant Board  
Alameda County Healthcare for the Homeless Commission

**FROM:** Heather MacDonald Fine MHA, Practice Manager

**SUBJECT:** Program Report

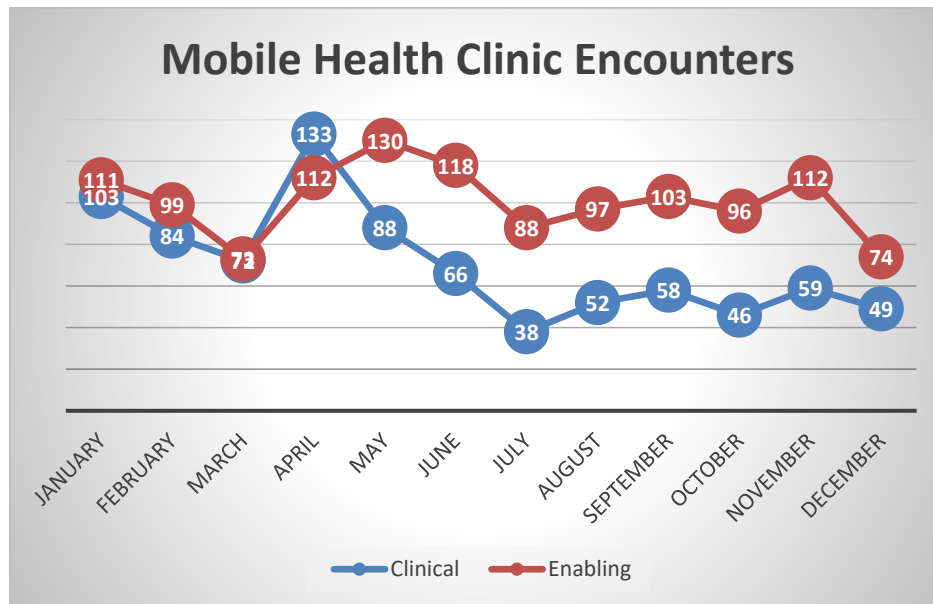
Program Activity update:

**1. Health Center Compliance**

- a. AHS resolved all but one of the recommendations, findings and corrective actions, from Alameda County Health Care for the Homeless (ACHCH) Program related to their monitoring visit on September 11, 2020 (accounting policies and procedures update pending). This finding was requested to be addressed by 1/1/2020. We have communicated with ACHCH that the accounting policies and procedures are projected to be updated by June 31, 2021.
- b. Results from the visit 11/20/20 & 12/9/20 pending.

**2. Mobile Health**

- a. Mobile Health Clinic treated 682 unduplicated patients CY 2020. This is 73% of the target represented in the RBA metrics established in the subrecipient agreement. This target missed due to the COVID-19 pandemic and the resulting changes in operations.
- b. Mobile Health Clinic completed 49 clinical patient encounters for December, totaling 848 for the calendar year.
- c. Mobile Health Clinic completed 74 enabling patient encounters for December, totaling 1213 for the calendar year.

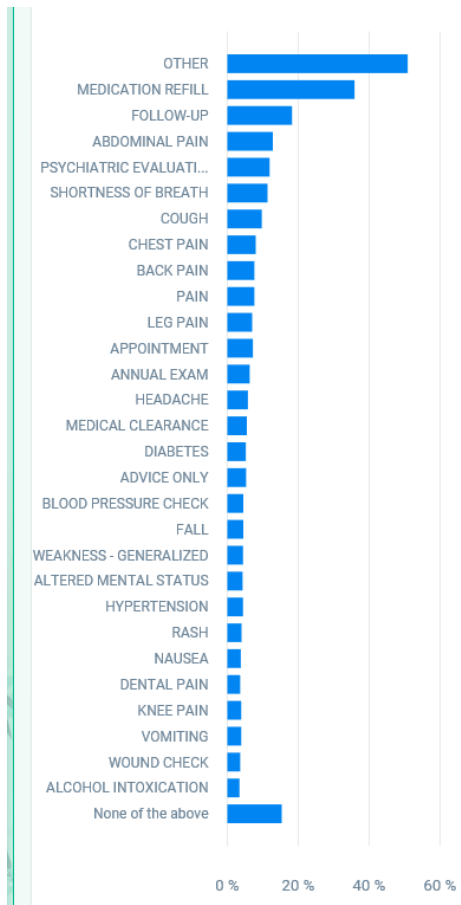


### 3. Quality

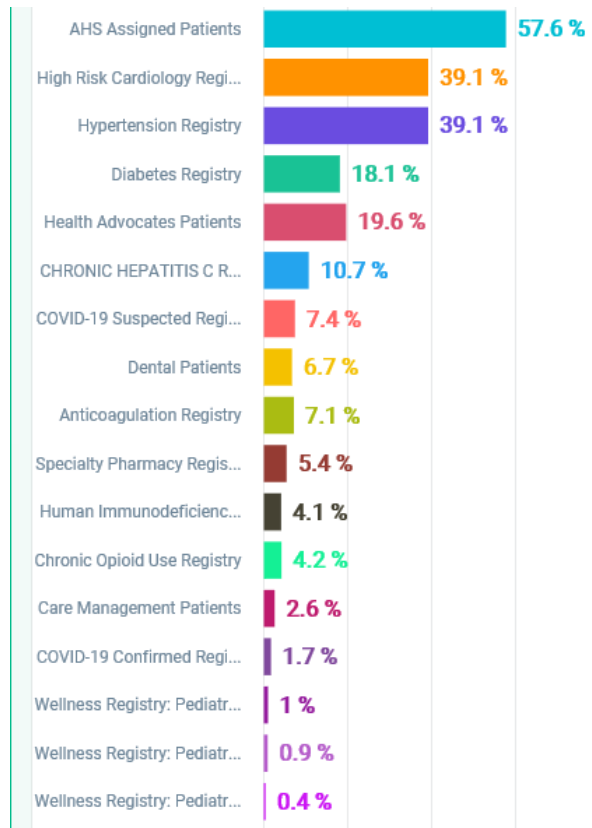
- a. The Mobile Health Clinic is conducting quality improvement activities via the Plan Do Study Act (PDSA) model. The second PDSA cycle is aimed to engage patients at Safer Ground sites with AHS medical homes to support attendance to primary care appointments.
- b. The Mobile Health Patient Experience Survey is conducted by phone. As of 1/4/2021, 268 phone calls have been made. The team has documented 33 responses. All responses are favorable with 100% of patients indicating that they are very likely to recommend the Mobile Health Clinic to a friend or family member. In open comments sections, the patients continued to provide positive feedback and appreciation. No respondents offered suggestions for improving the service. The target set in the RBA Metrics in the subrecipient agreement was 465 surveys.
- c. Homeless Health Center Data Follow Up:  
Encounter breakdown for the Homeless Health Center

Primary Care	Specialty	Mobile
43%	51%	6%

Homeless Health Center encounters by chief complaint (reason for visit)



## Homeless Health Center Patients by Registry



#### 4. Leadership and Advocacy

- a. Homeless Health Center leadership continues to participate in the Health Care for the Homeless Commission meetings monthly, the weekly shelter provider collaborative calls facilitated by the ACHCH Program, and the AHS Health Equity, Diversity and Inclusion Task Force.
- b. Mobile Health Clinic leadership is engaging in program redesign sessions.

**TAB 7:**  
**ACHCH Consumer/Community  
Advisory Board Report  
(January 8, 2021)**



**ALAMEDA COUNTY HEALTH CARE FOR THE HOMELESS  
CONSUMER/COMMUNITY ADVISORY BOARD**

1404 Franklin Street, Suite 200  
Oakland, CA 94612  
TEL (510) 891-8950  
FAX (510) 832-2139  
[www.achch.org](http://www.achch.org)

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**Alameda County Health Care for the Homeless Commission  
Consumer/Community Advisory Board (ACHCH CCAB) Report**

Commissioner liaison to the full Commission: Sam Weeks	
<b>Last meeting date:</b> 1/8/2021	<b>Current meeting date:</b>
<b>Commissioners/CCAB members in attendance:</b> Jeannette Johnigan, April Anthony, Sabrina Fuentes, Brenda Whitfield, Bennie Whitfield, Guitar Whitfield, Mark Smith, Denise Norman,	
<b>ACHCH staff or Members of Public in attendance:</b> David Modersbach, Rina Breakstone	
Absent: Sam Weeks	

1. Items discussed:
  - a. Review of Rules of Order and Group Process
  - b. TRUST Clinic Consumer Advisory Board "TRUST Partners" reformation, discussion, suggestions
  - c. Review of Joint CCAB/Commission Meeting 12/18/20
  - d. Homeless Memorial/Mortality; Point In Time Count
  - e. Patient Experience
  
2. Informational item(s) to report to the full Commission: N/A
  
3. Action(s) recommended by the Committee for discussion/action by the full Commission at the next meeting:
  - None

**TAB 8:**

**ACHCH Executive Committee Report  
(January 4, 2021)**

**Alameda County Health Care for the Homeless Commission  
Committee Report**

**Committee:**

- Executive:** Oversees Commission structure organized and moving; provides strategic guidance to staff. Meets monthly.
- Clinical Quality:** Recommends clinical measures to the full Commission; informs medical, dental, mental health, SUD programming. Meets quarterly.
- Budget and Finance:** Monitors HRSA grant budget vs actuals; recommends budgetary actions to the full Commission. Meets quarterly.

<b>Commissioner liaison to the full Commission:</b> Laura Guzman	
<b>Last meeting date:</b> December 7, 2020	<b>Current meeting date:</b> January 4, 2021
<b>Commissioners in attendance:</b> Lois Bailey Lindsey, Gloria Cox-Crowell	
<b>CCAB Members in attendance:</b> N/A	
<b>ACHCH staff in attendance:</b> Luella Penserga, Kathy Barron, Lucy Kasdin	
<b>Absent:</b> Laura Guzman, Sam Weeks, David Modersbach	

1. Items discussed:

- a. Review/Approve Agenda for Next Commission Meeting
  - i. Section A: Change to G. Cox-Crowell to chair commission meeting (send G. Cox-Crowell list of commissioners for roll call)
  - ii. Update date in heading
  - iii. Section D: Breakout approval of meeting minutes into two actions; spell out J. Johnigan's name
  - iv. Section E: L. Penserga has invited K. Joon Oh to commission meeting; change to 30 minutes
  - v. Section F: Change to L. Bailey Lindsey to facilitate
  - vi. Section I: Change to L. Bailey Lindsey to facilitate
- b. Director Hot Topics
  - i. Vaccination roll out update
- c. Board Recruitment
  - i. Four new members: G. Kats, G. Jenkins, S. Fuentes, J. Johnigan
- d. Additional Items
  - i. Calendar of Commission Meeting Special Items and Topics for 2021 reviewed
  - ii. Commission Priorities and Status Update reviewed

2. Informational item(s) to report to the full Commission:  
N/A

3. Action(s) recommended by the Committee for discussion/action by the full Commission at the next meeting (approval pending review of final materials and information):
- Approval of New Commissioner Candidate (J. Johnigan)

## ACHCH Commission Development Priorities and Status as of 1/4/2021

Priorities	Status as of 1/4/2021
1. Bylaws Review	<ul style="list-style-type: none"> <li>✓ Updated and approved by-laws in 2019 for readability and to reflect updated terms. Updated and approved again in 2020 to expand Commissioner criteria (employment in Alameda County).</li> </ul>
2. Commission Self-Assessment	<ul style="list-style-type: none"> <li><input type="checkbox"/> Not started</li> </ul>
3. Commission Development Timeline	<ul style="list-style-type: none"> <li><input type="checkbox"/> In progress</li> </ul>
4. Commissioner Orientation	<ul style="list-style-type: none"> <li>✓ Orientation topics included in monthly Commission meetings (e.g., Brown Act, HRSA health center overviews)</li> <li>✓ 4 new Commissioners onboarded in late 2020 (special orientation to be scheduled)</li> </ul>
5. Commission Structure – Committees	<ul style="list-style-type: none"> <li>✓ Executive Committee - monthly meeting schedule established in 2019</li> <li>✓ Budget/Finance Committee quarterly meeting schedule established in 2020, new member recruited.</li> <li>✓ Clinical Quality Committee - quarterly meetings scheduled, new member recruited.</li> </ul>
6. Increase Communication/ Interactions: Board of Supervisors-AHS-Program-Community etc	<ul style="list-style-type: none"> <li>✓ BOS Health Committee               <ul style="list-style-type: none"> <li>✓ Attendance at Commission meetings by Supervisors Carson’s and Chan’s office</li> <li>✓ Commissioner Presentation to BOS Health Committee in Nov 2020</li> </ul> </li> <li>✓ Guest attendance by Kerry Abbott, Office of Homeless Care and Coordination (OHCC) in July 2020</li> <li><input type="checkbox"/> Commissioners requested that staff invite Supervisors Miley, Valle, Haubert in 2021</li> </ul>
7. Retreat	<ul style="list-style-type: none"> <li>• 2020 retreat postponed due to COVID-19</li> <li>• Discussion on Racial Justice &amp; Equity Framework at Aug 2020 meeting</li> </ul>

## ACHCH Commission Meetings - 2021 Special Items and Topics

2021	Special Items and Topics
January	Guest Speaker: Overview of the Brown Act (Sunshine law for local government) - County Counsel, 40 min <i>(invited)</i>
February	Guest Speaker: Supervisor Miley/Valle/Haubert <i>(to be invited)</i> Staff (DM): Overview of 2020 ACHCH patients served Staff (TR): Proposed ACHCH Quality Plan for 2021
March	Guest Speaker: Supervisor Miley/Valle/Haubert <i>(to be invited)</i> Staff: Overview and Discussion of ACHCH Strategic Plan 2019-2021
April	Guest Speaker: Supervisor Miley/Valle/Haubert <i>(to be invited)</i> Staff presentation (DM): Overview of ACHCH Health Center Program Timeline and HRSA Operational Site Visit (OSV) Staff presentation (TM): Overview of ACHCH Contracts to-date
May	<b>Action Items: Request approval of FY 2021-22 contracts.</b>
June	<b>Joint CCAB-Commission meeting and discussion</b> Guest speaker: Kerry Abbott, Alameda County Office of Homeless Care and Coordination <i>(to be invited)</i>
July*	Staff presentation (DM): HRSA Health Center Program: Overview of Budget Period Renewal (BPR) Planning
August*	<b>Action Item: Request approval of Annual HRSA Budget Period Progress Report (BPR) Noncompeting Continuation</b>
September*	
October*	<b>Action Items: Request approval of CY 2022 contracts.</b>
November*	<b>CLOSED SESSION - Performance Evaluation ACHCH Project Director</b> <b>Action Item: Selection of ACHCH Commission Chair &amp; Co-Chairs</b>
December*	<b>Joint CCAB-Commission meeting and Winter Gathering</b>

\*HRSA will schedule its federal Operational Site Visit (OSV) with ACHCH between July - Dec 2021. The OSV will likely require a special meeting with Commissioners.