

Alameda County Health Care for the Homeless Commission
Budget & Finance Committee Meeting Agenda
July 10, 2020
9:30am-10:30am
[Join Microsoft Teams Meeting](#)
[+1 415-915-3950](tel:+14159153950) United States, San Francisco (Toll)
[\(888\) 715-8170](tel:+18887158170) United States (Toll-free)
Conference ID: 642 395 840#

Invited: Fr. Rigo Caloca-Rivas, Lois Bailey Lindsey, David Modersbach, Janice Edwards

1. Review Minutes, agenda	
2. GY 2019 / 2017-2019 Project Period Closeout	ACHCH Finance Manager Janice Edwards and HCSA Finance Lead Alexander Martin presented ACHCH Grant Year 2019 and Grant Project Period 2017-2019 close out data. ACHCH completely spent down HRSA grant funding for both GY2019 and Grant Period 2017-2019. See Attachment A.
3. ACHCH Contracts Dashboard Review and Feedback	No Dashboard Available for this meeting.
4. GY 2020 HRSA Base Grant Spend Down Report	ACHCH Finance Manager Janice Edwards and HCSA Finance Lead Alexander Martin presented ACHCH Grant Year 2020 spend-down report. Halfway through Grant Year ACHCH is working towards spending down grant in its entirety, some delays COVID-related in processing CBO contracts, and there will be work to ensure that staff salaries are able to be funded with non-federal (MHSA, general funds, AC3) funds braided with HRSA funds. See Attachment B.
5. HRSA COVID Funding Update	ACHCH Grants Manager David Modersbach outlined the four sources of additional health center funding available to support expanded COVID responses. ACHCH has not begun drawing down funds, HRSA reporting quarterly on drawdown; funds available 7/1/2020.
6. GY 2021 HRSA NCC Budget Preview	
7. Future Agenda Items & Next Meeting	
a. GY 2020 HRSA Base Grant Spend Down Report	
b. HRSA COVID Grant Funding Spend Down Report	
c. Next Finance Meeting: October 9, 2020	

**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 (Jan, April, July, Oct).

Commissioner liaison to the full Commission: Lois Bailey Lindsey	
Last meeting date: April 10, 2020	Current meeting date: July 10, 2020
Commissioners in attendance: Lois Bailey Lindsey	
ACHCH staff in attendance: David Modersbach, Janice Edwards, Alexander Martin (County)	
Absent: Father Rigoberto Caloca-Rivas	

1. Items discussed:

- a. GY 2019/2017–2019 Project Period Closeout
- b. GY 2020 HRSA Base Grant Spend Down Report
- c. HRSA COVID Funding Update
- d. GY 2021 HRSA Noncompeting Continuation Budget Preview

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

- a. GY 2017-2019 Project Closeout
 - HRSA funds spent down, \$0 carryover into 2020
- b. GY 2020 HRSA Base Grant Spend Down to Date
 - On track to spend down total funding by grant year end
- c. GY 2020 HRSA COVID Funding (one-time only funds)
 - 3 different HRSA grant sources and 2 separate private donation funds
 - Budget items earmarked for all 5 sources, funds unexpended to date

- d. GY 2021 HRSA Non-Competing Continuation Budget Preview
 - budget development in progress
 - adding HIV testing, hiring RN (testing) and MD (consultant)

3. Action(s) recommended by the Committee for discussion/action by the full Commission at the next meeting:

None.



Alameda County **Health Care for the Homeless**



ACHCH Commission Budget & Finance Sub-Committee Quarterly Meeting



July 10, 2020

9:30 AM to 11:00 AM



Agenda

- I. Welcome
- II. GY 2019 / 2017-2019 Project Period Closeout
- III. GY 2020 HRSA Base Grant Spend Down Report
- IV. HRSA COVID Funding Update
- V. GY 2021 HRSA NCC Budget Preview
- IV. Future Agenda Items & Next Meeting
 - A. GY 2020 HRSA Base Grant Spend Down Report
 - B. HRSA COVID Grant Funding Spend Down Report
 - C. Next Finance Meeting: October 9, 2020



GY19/2017-19 Closeout

Annual Financial Report Review – SF-425 submitted to HRSA 6/12/20

8. Project/Grant Period From
 (Month,Day,Year): 01/01/2017

To (Month,Day,Year): 12/31/2019

9. Reporting Period End Date (Month,Day,Year):
 12/31/2019

10. Transactions	Hide Details Previously Reported	This Period	Cumulative
Federal Cash (To report multiple grants, also use FFR Attachment) (Use lines a-c for single or multiple grant reporting)			
a. Cash Receipts			\$0.00
b. Cash Disbursements			\$0.00
c. Cash on Hand (line a minus b)			\$0.00
Federal Expenditure and Unobligated Balance (Use lines d-o for single grant reporting)			
d. Total Federal Funds Authorized			\$12,165,623.00
e. Federal Share of Expenditures	\$7,587,281.00	\$4,578,342.00	\$12,165,623.00
f. Federal Share of Unliquidated Obligations			\$0.00
g. Total Federal Share (sum of lines e and f)			\$12,165,623.00
h. Unobligated balance of Federal Funds (line d minus g)			\$0.00



GY20 Grant Spend Down

GY20 HRSA Base Grant Spend Down		GY20 Budget	GY20 Actual Expenses/Revenue				
Account No.	Account Name	HRSA Approved Budget	Jan - March 2020	April - June 2020	July - Sept 2020	Oct - Dec 2020	Total 2020
600001	Salaries & Wages	1,022,553	409,755	393,983			803,738
600200	Employee Benefits	477,779	130,145	157,569			287,714
	Adjustment (S&EBs charged to HCH Trust Clinic/MHSA)		(65,873)	(111,865)			(177,738)
	Total Personnel	1,500,332	474,028	439,687	-	-	913,715
	Total Travel	20,888	1,697	1,339	-	-	3,035
	Total Supplies	80,477	19,801	16,005	-	-	35,806
610261	Prof & Specialized Svcs	70,000	7,606	22,718	-	-	30,324
	HCH Dental Director (Consultant) (Baharak Amanzadeh)	25,000	3,250	21,750			25,000
	HIV Training Clinical Consultant (TBD)	20,000					-
	Oakland Pharmacy	25,000	1,579	968			2,546
	Other	-	2,778				2,778
610341	CBO Contracts	2,206,324	4,452	446,211	-	-	450,663
	Alameda Health System	621,788		265,983			265,983
	Fruitvale Optometry (Payam Zarehbin)	100,000	4,452	9,687			14,139
	HIV Testing Programs (2 CBOs TBD)	35,000					-
	La Clinica de La Raza Dental	124,536		9,804			9,804
	LifeLong Medical Care - East Oakland Street Health	350,000		40,987			40,987
	On-Site Dental Foundation	250,000		119,750			119,750
	Optometry Services - South County (TBD)	25,000					-
	Tiburcio Vasquez Health Center Street Medicine	350,000					-
	Tri-City Health Center	350,000					-
	Total Contractual	2,276,324	12,058	468,929	-	-	480,987
	Total Other	122,300	22,749	69,262	-	-	41,813
610311	Adm & Financial Svcs	238,145	-				-
	Total Indirect Costs	238,145	-	-	-	-	-
TOTAL BUDGET/EXPENSES		4,238,466	530,333	995,221	-	-	1,475,356
456120	HRSA Base Grant (Ongoing)	3,983,392					3,983,392
456120	HRSA PCHP Expansion Funding (Ongoing)	255,074					255,074
TOTAL HRSA AUTHORIZED AMOUNT (GY20)		4,238,466					4,238,466
TOTAL HRSA DRAW DOWN (GY20)			407,886	927,901			1,335,787
GY 20 HRSA BASE GRANT BALANCE REMAINING		-	3,830,580	2,902,679	2,902,679	2,902,679	



HRSA COVID Funding

Received \$1,127,870 in New Funding for COVID-19 Response

HRSA - COVID64K Grant# H8CCS34248	HRSA - CARES750K Grant# H8DCS35523	HRSA - ECT260K Grant# H8ECS37730	Direct Relief Donation	Other Donations
\$63,641	\$750,995	\$260,734	\$50,000	\$2,500
One-time grant; ends 3/14/21	One-time grant; ends 3/31/21	One-time grant; ends 4/30/21	Funds must be spent by 10/15/20	Funds to be spent in FY 20-21
Purchase COVID- Related Supplies, Staff OT	COVID Rapid Response Team, supplies, AHS pass- through	Expand COVID Testing Capacity	Purchases Not Covered by HRSA	Purchases Not Covered by HRSA

HRSA Funds Total \$1,075,370

Non-HRSA Funds Total \$52,500



GY21 NCC/BPR Preview -- Budget

Budget Categories	Federal Grant	Non-Federal	Total
Personnel	\$ 1,046,279	\$ 1,713,131	\$ 2,759,410
Fringe Benefits	\$ 517,274	\$ 788,040	\$ 1,305,315
Travel	\$ 18,840	\$ -	\$ 18,840
Equipment	\$ -	\$ 300,000	\$ 300,000
Supplies	\$ 71,100	\$ 38,000	\$ 109,100
Contractual	\$ 2,221,324	\$ 19,980,965	\$ 22,202,289
Construction		\$ -	\$ -
Other	\$ 122,300	\$ 414,128	\$ 536,428
Total Direct Charges	\$ 3,997,117	\$ 23,234,265	\$ 27,231,381
Indirect Charges	\$ 238,145	\$ 1,314,716	\$ 1,552,861
Total	\$ 4,235,262	\$ 24,548,981	\$ 28,784,242
	+\$255,074	+\$5,719,717	+\$5,971,587



Alameda County
**Health Care for
 the Homeless**

**Staffing Plan
 GY2021**

Total FTE: 30.0

Total Grant-funded
 FTE: 12.5FTE

Total Non-Federal
 FTE: 17.5

COVID TAP: 3 FTE

	Staff Name	Position Title	HRSA Provider Type	Total Program FTE	HRSA	COUNTY /MHSA
Admin Fiscal and Contracts	Lucy Kasdin LCSW	Prog Director/HCPA II	Administration	1	0.5	0.5
	Harrison Alter MD	Medical Director	Administration	1	0.5	0.5
	Luella Penserga	Deputy Director/HCPA I	Administration	1	0.5	0.5
	Theresa Ramirez	HCPA I (Quality & Data)	Administration	1	0.5	0.5
	David Modersbach	Management Analyst (Grants)	Administration	1	0.5	0.5
	Janice Edwards	Program/Financial Specialist (Finance)	Administration	1	0.5	0.5
	Carolyn Ellison	Admin Specialist II (Facilities)	Administration	1	0.5	0.5
	Terri Moore	Admin Specialist II (Contracts)	Administration	1	0.5	0.5
	Kathryn Barron	Admin Assistant	Administration	1	1	0
	Karen Tuttle	Specialist Clerk I	Administration	1	1	0
Street Health Services	Ted Aames PhD	Director of Community Services	Administration	1		1
	Aislinn Bird MD	Physician III (Psychiatrist)	Behavioral	1		1
	Seth Gomez, PharmD	Senior Pharmacist	Medical	1	0.5	0.5
	Wale Arshad, PNP	Psychiatric Nurse Practitioner	Behavioral	1	0.5	0.5
	OFFER EXTENDED	RN II	Medical	1	1	0
	Andrea Zeppa ASW	Social Worker	Enabling	1		1
	Wilma Lozada	CHOW II	Enabling	1	0.5	0.5
	Elaine Colon	CHOW II	Enabling	1		1
	VACANT	Program Services Coordinator (Regional)	Administration	1		1
	VACANT	Program Services Coordinator (Regional)	Administration	1		1
	VACANT	Program Services Coordinator (Regional)	Administration	1		1
VACANT	Program Services Coordinator (Regional)	Administration	1		1	
VACANT	Program Services Coordinator (Regional)	Administration	1		1	
Noemi Joves	Medical Clerk	Medical	1	0.5	0.5	
Shelter Health Services	Kari Jennings-Parriott	Behavioral Health Clinical Supervisor	Administration	1	0.5	0.5
	Jared Bunde RN	Registered Nurse III	Medical	1	1	0
	Oteria Randall NP	Mid Level Practitioner	Medical	1	0.5	0.5
	William Quan	Social Worker III	Enabling	1	0.5	0.5
	Nancy Quintero	Social Worker III	Enabling	1	0.5	0.5
	Alex Quintanilla LCSW	Behavioral Health Clinician	Behavioral	1	0.5	0.5
	Total Vacant FTE			5		5
	Total Budget FTE			30	12.5	17.5



Vendor Name	Contract Description	Total Amount 2020	Federal Grant Funding 2021	Non-Federal Funding 2021	Deliverables
Alameda Health System – Subrecipient Agreement	Subrecipient agreement for provision of Primary Care, specialty care, case management, behavioral health care, enabling services, drug/alcohol services, and collaborative Mobile Health services. Pass through of federal funds for operation of Mobile Health van; some county HCSA funds to support hiring of AHS HCH Director MD-level position.	\$785,176	\$621,788	\$163,388	5,500 patients treated in 30,500 visits. Includes \$160K towards AHS HCH Project Director (AC3 funds)
La Clinica de la Raza Dental	Contracted clinic-based dental care to provide patients with emergency, restorative and specialty dental services in coordination with health center patient care managers.	\$124,536	\$124,536		100 Patients complete dental treatment plan
On Site Dental Foundation	Contracted portable/mobile dental care provided for health center patients for one weekly mobile dental unit clinic, providing patients with emergency, restorative and specialty dental services in coordination with health center patient care managers.	\$250,000	\$250,000		50 weekly full-day sessions providing 1,400 visits/year to 200 health center patients.
Lifelong East Oakland Street Health Team Zone 8	East Oakland Street Health - Contract to provide direct Street Health nursing and medical services, outreach, and enabling services to unsheltered persons living in encampments and on streets, increasing engagement and access to harm reduction, primary care medical homes, patient stabilization and related services.	\$350,000	\$350,000	\$75,000	150 patients engaged/enrolled in medical home, 200 patients with >2 visits with assessment/plan, 150 patients screened for HIV/HCV, outreach to at least 1000 patients annually. Non-federal = OHCC/County Funding
Lifelong Downtown Street Health Team Zone 9	Downtown Oakland Street Health - Contract to provide direct street primary care/urgent care clinical medical services, outreach, and enabling services to unsheltered persons living in encampments and on streets, increasing engagement and access to harm reduction, primary care medical homes, patient stabilization and related services.	\$350,000		\$425,000	150 patients engaged/enrolled in medical home, 200 patients with >2 visits with assessment/plan, 150 patients screened for HIV/HCV, outreach to at least 1000 patients annually. Non-federal = OHCC/MHSA County Funding
Lifelong West Berkeley Street Health Zone 12	West Berkeley Street Health - Contract to provide direct street primary care/urgent care clinical medical services, outreach, and enabling services to unsheltered persons living in encampments and on streets, increasing engagement and access to harm reduction, primary care medical homes, patient stabilization and related services.			\$450,000	150 patients engaged/enrolled in medical home, 200 patients with >2 visits with assessment/plan, 150 patients screened for HIV/HCV, outreach to at least 1000 patients annually.
Lifelong Downtown Berkeley Street Health Team Zone 13	Downtown Berkeley Street Health - Contract to provide direct street primary care/urgent care clinical medical services, outreach, and enabling services to unsheltered persons living in encampments and on streets, increasing engagement and access to harm reduction, primary care medical homes, patient stabilization and related services.			\$450,000	150 patients engaged/enrolled in medical home, 200 patients with >2 visits with assessment/plan, 150 patients screened for HIV/HCV, outreach to at least 1000 patients annually. Non-federal = OHCC/County Measure A Funding
Lifelong North Berkeley Street	North Berkeley Street Health - Contract to provide direct street primary care/urgent care clinical medical services, outreach, and enabling				150 patients engaged/enrolled in medical home, 200 patients with >2 visits with assessment/plan. 150 patients



Vendor Name	Contract Description	Total Amount 2020	Federal Grant Funding 2021	Non-Federal Funding 2021	Deliverables
Bay Area Community Services (BACH) South/East County Street Health Team Zone 2	South County Street Health: Contract to provide direct street primary care/urgent care clinical medical services, outreach, and enabling services to unsheltered persons living in encampments and on streets, increasing engagement and access to harm reduction, primary care medical homes, patient stabilization and related services.	\$350,000	\$350,000		150 patients engaged/enrolled in medical home, 200 patients with >2 visits with assessment/plan, 150 patients screened for HIV/HCV, outreach to at least 1000 patients annually.
Tiburcio Vasquez Central County Street Health Zone 3	South County Street Health : Contract to provide direct street primary care/urgent care clinical medical services, outreach, and enabling services to unsheltered persons living in encampments and on streets, increasing engagement and access to harm reduction, primary care medical homes, patient stabilization and related services.	\$350,000	\$350,000		150 patients engaged/enrolled in medical home, 200 patients with >2 visits with assessment/plan, 150 patients screened for HIV/HCV, outreach to at least 1000 patients annually.
Tiburcio Vasquez Unincorporated County Street Health Team Zone 4	Unincorporated County Street Health: Contract to provide direct street primary care/urgent care clinical medical services, outreach, and enabling services to unsheltered persons living in encampments and on streets, increasing engagement and access to harm reduction, primary care medical homes, patient stabilization and related services.			\$560,000	150 patients engaged/enrolled in medical home, 200 patients with >2 visits with assessment/plan, 150 patients screened for HIV/HCV, outreach to at least 1000 patients annually. Non-federal funding - County AC3 & OHCC
Tiburcio Vasquez Mid-County Street Health Team Zone 5	Alameda/San Leandro Street Health: Contract to provide direct street primary care/urgent care clinical medical services, outreach, and enabling services to unsheltered persons living in encampments and on streets, increasing engagement and access to harm reduction, primary care medical homes, patient stabilization and related services.			\$560,000	150 patients engaged/enrolled in medical home, 200 patients with >2 visits with assessment/plan, 150 patients screened for HIV/HCV, outreach to at least 1000 patients annually. Non-federal funding - County AC3 & OHCC
Fruitvale Optical	Contract with centrally-located North County optometry clinic to provide optometry exams and optical services to health center patients in coordination with health center care managers.	\$100,000	\$100,000		Projected goal is 200 patients per year.
LifeLong Medical Care TRUST Clinic	Primary Care Services- ACHCH contracts with Lifelong Medical Care to provide high-value integrated primary care, behavioral health, substance use and enabling services to address physical, mental, and social well-being of indigent, disabled persons experiencing homelessness. Partner organizations collaborate closely to promote overall health and well-being, and to develop or re-establish strong social support networks outside of the public services system.	\$1,576,211		\$1,576,211	Projected 1500 unique patients served / year.



GY21 NCC/BPR Preview – Contracts II

Vendor Name	Contract Description	Total Amount 2020	Federal Grant Funding 2021	Non-Federal Funding 2021	Deliverables
Dr. Sophy Wong	Consultation role for program organization and direction for HRSA-funded PCHP HIV/HCV testing, PEP/PREP linkages, entry into care, and reporting throughout ACHCH health center.		\$25,000		Implementation of ACHCH HRSA-funded PCHP HIV testing & linkages plan.
Shannon Smith Bernardine RN- Bernardine RN	Carrying out technical assistance, training and support activities for Street Health contractors and ACHCH StreetHealth Team services; also county-funded consultant role in supporting clinical nursing and services at Project Roomkey.	\$25,000	\$25,000	\$75,000	Non-Federal funding = HCCO & AC3
Bahar Amanzadeh DDS	ACHCH Dental Director and Consultant leading ACHCH health center-wide integration of oral health services.	\$25,000	\$25,000		Implementation of ACHCH Oral Health Strategic Plan
Wipfli	Consultation support for health center contracted finance, policy, compliance activities.			\$10,000	
Oakland Pharmacy	Contract with New Oakland Pharmacy for health center pharmacy supplies and support of ACHCH StreetHealth Team.	\$25,000	\$25,000		
Alameda Point Collaborative	County-funded consultation to support development of Medical Respite/Housing program of Alameda Wellness Center. Not on ACHCH Scope of Services			\$250,000	
Lifelong Medical Care	Administration and Monitoring of County-funded contract by Lifelong Medical Care to provide medical respite housing and services at Adeline Respite program. Not on ACHCH Scope of Services			\$1,600,000	
Total	21 Contracts	\$4,310,923	\$2,246,324	\$6,644,599	\$8,890,923
Total 2020	13 Contracts		\$2,221,324		

Increase in Contracts GY2021: \$4,405,000



Alameda County **Health Care for the Homeless**

