

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

**Executive Committee**

Standing Agenda

1. Welcome
2. Review/Approve Agenda for Next Commission Meeting
3. Director Hot Topics
4. Board Recruitment
5. Review Committee Work
6. Additional Items
  - a. Calendar of Commission Meeting Special Items and Topics for 2021
  - b. Commission Priorities and Status Update

<b>Alameda County Health Care for the Homeless Commission Sub-Committees 2021</b>			
<b>Committee</b>	<b>Commissioners</b>	<b>Lead Staff</b>	<b>Priorities</b>
1. Executive Committee	Laura Guzman, Gloria Cox, Lois Bailey Lindsey	Lucy Kasdin, Luella Penserga	Keeping us organized and moving.
2. Budget/Finance and Contracts*	Fr. Rigo, Lois Bailey Lindsey, Ana Bagtas	David Modersbach, Janice Edwards, Alex Martin	Monitor budget, HRSA grant and spending. Meets quarterly.
3. Clinical Quality*	Michelle Schneidermann MD, Sam Weeks DDS, Shannon Smith-Bernadin PhD,RN,CNL; Gerard Jenkins MD	Harrison Alter MD, Theresa Ramirez	Monitor clinical quality – effectiveness, equity, safety. Meets quarterly.



**Alameda County Health Care for the Homeless  
Commission Meeting  
Friday, January 15, 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)

**DRAFT AGENDA**

Item	Presenter	TAB	Time
A. CALL TO ORDER: 1. Welcome & Roll Call 2. Adopt agenda	Laura Guzmán 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 November 20, 2020 and December 18, 2020 2. Approval of New Commissioner Candidate (JJ)	Laura Guzmán Chair Commissioner	<b>TAB 1</b>          <b>TAB 2</b>	9:10 am 5 min
E. GUEST PRESENTATION 1. The Brown Act (“Sunshine Law for Local Government)	K. Joon Oh, JD, Deputy Counsel, Alameda County Counsel <i>(invited)</i>		9:15 am 40 min
F. Comments and Feedback 1. ACHCH Joint CCAB-Commission meeting (December 18, 2020)	Gloria Cox-Crowell Vice Chair Commissioner	<b>TAB 3</b>	9:55am 5 min



<p>G. ACHCH DIRECTOR'S REPORT</p> <ul style="list-style-type: none"> <li>• COVID-19</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 Subrecipient 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 (January 8, 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 (January 4, 2020)</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. No action items</li> </ol>			<p>10:50am</p>
<p>K. OTHER ITEMS</p> <ol style="list-style-type: none"> <li>1. Next Meetings: <ul style="list-style-type: none"> <li>• CCAB: Friday, February __, 2021, 12:00pm-1:30pm</li> <li>• Commission Meeting: Friday, February 19, 2021; 9:00am-11:00 am (note holiday schedule)</li> </ul> </li> </ol>	<p>Laura Guzmán Chair, ACHCH Commission</p>		<p>10:50am 10 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/>.

## 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.

## 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>

**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)