

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

Friday, November 18, 9:00AM -11:00AM

Alameda County Health Care Services Agency 1000 San Leandro Blvd #325, San Leandro

HCH Commissioners Present

Fr. Rigo Caloca-Rivas
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Betty DeForest
Adria Walker
Gay McDaniel
Kathleen Clanon MD, HCH Interim
Director (*Ex Officio*)

Absent:

Samuel Weeks
Jean Prasher
Lynette Lee

County Staff/Partners Present:

Suzanne Warner, HCH Deputy Director
Quyen Tran, HCH Finance Manage
Raymond Lara, Alameda County Counsel
Mark Shotwell

Item	Discussion/Recommendation	Action
CALL TO ORDER	<ul style="list-style-type: none"> HCH interim Director Kathleen Clanon MD called meeting to order at 9:25am. Motion to adopt agenda Action Item: Approve Agenda Dr. Clanon will informally facilitate Commission meetings until the Commission elects officers by its December 2016 meeting. Everyone present introduced themselves. There were a few absent Commissioners who had not responded to HCH emails about the meeting. We'll do better follow up with Commissioners prior to next meeting HCH staff and partners are still seeking a ninth HCH Commissioner with expertise in hospital systems to round out the Commission. 	Motion: DeForest, second Caloca-Rivas; Yea: unanimous
CLOSED SESSION	There was no closed session this meeting.	
PUBLIC COMMENT	Public comments were invited; none were made.	
CONSENT AGENDA	<p>Motion to adopt minutes approved Action Item: Approve Minutes of 10/21/16 HCH Commission Meeting</p>	Motion: DeForest, second Walker; Yea: unanimous Attachment Tab 1.
BOARD ORIENTATION	<ul style="list-style-type: none"> Health Center Requirements – David Modersbach presented information on HRSA Health Center definition, Scope of Project, Services Area Competition, Budget Area Renewal, Operational Site Visit and gave overview of HCH Commissioner/Program calendar for 2016-2017. County of Alameda Senior Deputy County Counsel Raymond Lara presented 45 minute training on the Brown Act and how it relates to the HCH Commissioners and the HCH Program. PDF PPT Attached. Key elements of training are that HCH Commission is a legislative body and all Commissioners are subject to the Brown Act. Meetings must be “Open and Public” and given legal notice. Brown Act rules are interpreted broadly and exceptions are interpreted narrowly. HCH Commission business may only be discussed between multiple Commissioners at properly noticed public HCH Commission meetings. HCH Commissioners who missed the meeting or who would like more info can contact HCH staffer David Modersbach. 	Attachment Tab 2 Attachment Tab 3
REGULAR AGENDA HCH Director Report	<ol style="list-style-type: none"> Consumer Input - no item this meeting. Board Ad Hoc Committee reports - no reports this meeting. HCH Director Report: Due to time constraints, HCH Interim Director Kathleen Clanon MD shared her PPT program report, attached, and handed out a document about County housing and health-related initiatives. Dr. Clanon presented Mark Shotwell, who has been selected by County personnel hiring procedures as HCH Director. 	Attachment Tab 4 Attachment Tab 5

<p>HCH Quality Plan</p>	<p>Mr. Shotwell will start 12/5/16, and has 20 years progressive experience at Bonita House, and 25 years of social work and program leadership serving a homeless population experiencing co-occurring disorders. Dr. Clanon outlined the responsibilities of the HCH Commission, including selection, evaluation and dismissal of HCH Director. Dr. Clanon explained the County hiring process, and that the decision to hire Mr. Shotwell predated the establishment of the HCH Commission. The HCH Commission will evaluate Mr. Shotwell in 2017 and annually.</p> <p>The Commissioners asked questions to Mr. Shotwell, and discussed what they wanted from him, and what he wanted from the Commission. Of particular importance were: how can the HCH program impact the health of persons with co-occurring disorders experiencing homelessness; how will HCH Director work in a transparent manner with the HCH Commissioners; and how can the HCH Commission support the work of the HCH program.</p> <p>Motion to Approve Selection of Mark Shotwell as HCH Director.</p>	<p>Motion: DeForest, second McDaniel; Yea: unanimous</p>
<p>OTHER ITEMS</p>	<p>G. OTHER ITEMS</p> <p>1. Items for upcoming agenda:</p> <ul style="list-style-type: none"> • Consumer/CCAB input is important to HCH Commissioners. David reminded them that there is a permanent HCH CCAB seat (Sam Weeks) and that will be the primary way that consumer board/voice is expressed. • Budget: Quyen Tran HCH Finance Manager will lead a budget orientation for HCH Commission at next meeting. • Unsheltered/Homeless Encampments: Discussion about situation of encampments, and desire of HCH Commissioners that this issue be an ongoing discussion for Commissioners, desiring updates, consciousness of issue on a countywide level. HCH staff will develop a presentation in collaboration with HCH CCAB and invite HCH contractors (ROOTS or TCHC) who are providing street medicine services at encampments, at next meeting. <p>2. Upcoming officer elections: HCH Commission will select a Board Chair, a Vice-Chair and at least one additional member to serve on the HCH Commission Executive Committee. Other committees will be created when and as needed by the HCH Commission.</p> <p>3. Next HCH Commission Meeting: Commission has been invited to move meeting to have it at 1404 Franklin Street (HCH Offices) in Oakland, immediately before the HCH program Holiday Gathering, where they can meet HCH staff, contractors and HCH Consumer/Community Advisory Board. Motion to move next HCH Commission meeting to 1404 Franklin St #200, Oakland on Friday December 16, 9:00am-11:00am approved.</p>	<p>Motion: Rivas, second; Walker; Yea: unanimous</p>
<p>ADJOURNMENT</p>	<p>Time: <u>11:15 a.m.</u></p>	
<p>NEXT MEETING</p>	<p>Friday December 16, 9:00am-11:00am 1404 Franklin Street #202 Oakland CA 94601 Followed by HCH program Holiday Gathering 11am-1pm at same location.</p>	