

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

**Friday January 19, 2019 10:00am -12 noon**

**FINAL MINUTES**

**HCH Commissioners Present**

boona Cheema (chair)  
Lois Bailey Lindsey  
Lynette Lee  
Michelle Schneidermann, MD  
Gloria Crowell  
Laura Guzman  
Fr. Rigo Caloca-Rivas

**Absent:**

Claudia Young  
Samuel Weeks DDS

**County Staff/Partners Present:**

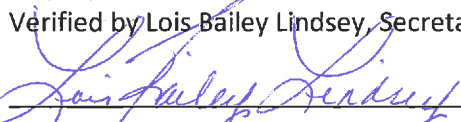
Lucy Kasdin LCSW, HCH Interim Director  
Jeffrey Seal MD, Medical Director  
Heather MacDonald Fine AHS  
David Modersbach HCH  
Theresa Ramirez HCH  
Luella Penserga, Consultant

Item	Discussion/ Recommendations	Action
<p>A. CALL TO ORDER 1. Welcome &amp; Introductions 2. Adopt agenda -- all in favor &amp; agenda is approved.</p>	<p>Meeting Chaired by Chair boona cheema. Convened 9:05am  Adopt agenda – Agenda adopted by Commission.</p>	<p><b>Motion:</b> L.B.Lindsey; Second: R.Caloca-Rivas Yea: unanimous</p>
<p>B. CLOSED SESSION</p>	<p>No Closed Session.</p>	
<p>C. PUBLIC COMMENT** Persons wishing to address items on or off agenda</p>	<p>No Members of public present to speak</p>	
<p>D. CONSENT AGENDA</p> <ul style="list-style-type: none"> <li>•Review and Approve Minutes of 12/21/2018 Joint HCH Commission-HCH CCAB meeting</li> <li>•<b>Action Item:</b> Approve ACHCH Health Center Sites, Hours of Operations and Services as carried out through Contracts and</li> </ul>	<p>Review and Approve Minutes of 12/21/2018 HCH Commission Meeting. Minutes approved by consensus of HCH Commissioners.</p> <ul style="list-style-type: none"> <li>• <b>Action Item:</b> Approve ACHCH Health Center Sites, Hours of Operations and Services as carried out through Contracts and Subrecipient Agreement. Discussion and questions: <ul style="list-style-type: none"> <li>▪ Primary Health or Behavioral Health; how are after-hours psychosocial services available to the population? L.Kasdin: Behavioral health services are provided through MHSA funding, and have two teams but are likely to expand in the future to partner with police departments. Contractors have expressed challenges in pay-rates to keep behavioral health staff; the expansion requires up to 70 FTE.</li> <li>▪ There was a discussion around other services available locally and</li> </ul> </li> </ul>	<p><b>Motion:</b> L.B.Lindsey; second, G.Crowell Yea: unanimous</p>

<p>Subrecipient Agreement</p>	<p>other county best practices.</p> <ul style="list-style-type: none"> <li>▪ Peer Respite in Hayward: Sally Zinman Respite Center for mental health patients / Pill Hill center in Oakland.</li> <li>▪ Required Services: definition of services and if clinics are providing services. - services embedded into services; ACHCH Staff provide case management when patients receive referral to dental or other services.</li> </ul> <ul style="list-style-type: none"> <li>● <b>Action Item:</b> Consensus of Commission is that HCH staff create a document that is more detailed to provide overview of services provided by each organization, and highlight organizations that are exceeding expectations and could improve. Should be reviewed by Clinical/Quality Committee.</li> <li>● <b>Other Clarifications:</b> <ul style="list-style-type: none"> <li>▪ Clarification on Transportation: Lyft Rides, bus rides and rides from staff.</li> <li>▪ Evening hours: Roots and Tri-City provides evening hours. Do we feel that these hours are accurate? Longer hours are not required, but access to care after-hours is important.</li> </ul> </li> <li>▪ How can homeless population access care? Various clinics have drop-in access that remove barriers to population.</li> <li>▪ Who is serving Pleasanton/Livermore? Axis (no HCH contract) and Tri-City Street Medicine (HCH contract) are organizations that are providing services. Question of HCH geographical coverage to be discussed by Clinical/Quality Committee?</li> <li>▪ Warming Center-based referrals and care – There are generally no health care/service providers embedded, but outreach teams support warming centers and there was a discussion around expanded list of warming centers and clinics.</li> </ul> <p>Motion to Approve: all in favor.</p>	<p><b>Motion:</b> L.Guzman; second: L.B. Lindsey Yea: unanimous</p>
<p>E. HCH DIRECTOR REPORT</p>	<p>ACHCH Interim Director Lucy Kasdin provided HCH Program Update</p> <ul style="list-style-type: none"> <li>● <b>ACHCH Strategic Plan:</b> presented to staff during staff meeting, and currently working on implementation plan.</li> <li>● <b>Personnel:</b> new social worker Andrea Zeppa, working with HCH StreetHealth Team to provide intensive case management. We plan hire Behavioral Health Clinical Supervisor and Psychiatric NP. Holding interviews with new outreach worker position to increase capacity to serve more patients in our office. There was a discussion around HR hiring practices.</li> <li>● <b>Quality: Dental Assessment</b> - working with Dr. Amanzadeh to conduct 4-month needs assessment, and we are currently working on the development of steering committee, assessing dental needs of homeless population and determine design of our contracts. <ul style="list-style-type: none"> <li>○ <b>Question:</b> Connection between Steering Committee and</li> </ul> </li> </ul>	

	<p>ACHCH Commission Committees: Steering committee is more dental focused and community health providers, Sam Weeks is being asked to serve committee and reportback to CCAB/Commission.</p> <ul style="list-style-type: none"> <li>○ <b>Commission Suggestion:</b> Dental Health committee from the Public Health Commission - potentially follow up and expand on currently formed commission, committee consists of authors from sugary beverage tax.</li> <li>● OSV: 6 out of 8 conditions have been lifted.</li> <li>● <b>Contracts:</b></li> <li>● <b>RFP for Street Medicine</b> in process. Current plan is for ACHCH to RFP this spring for three StMedicine providers @ \$350K each, and carry out an internal HCH/TRUST-based StMed team as well. <ul style="list-style-type: none"> <li>○ <b>Question:</b> how can these teams work with Health Home and potentially expand team effectiveness and collaboration.</li> <li>○ <b>Question:</b> How many awards? - 3 teams, currently have two; Roots and Tri-City.</li> </ul> </li> <li>● ACHCH is working to finalize AHS contract to expand oversight and monitoring; contract will be presented to the commission next month for approval. Discussion: Develop strategies to form linkage between AHS and ACHCH: HRSA Auditors discussed that commission will be involved in the development and recruitment of position for position designed to coordinate with ACHCH and services.</li> <li>● <b>AHS Governance Update:</b> Heather MacDonald-Fine provided update on AHS governance action: Have initiated first working group meeting, outreaching current patient advisory groups, Ambulatory Operations Council to identify possible AHS Co-Applicant Board members, both patients and non-patients.</li> </ul>	
<p>G. HCH Commission Orientation: ACHCH 2019 Grant Year Timeline and Health Center CY2019 Budget Review</p>	<p><b>HCH Commission Orientation:</b> ACHCH 2019 Grant Year Timeline and Health Center CY2019 Budget Review See PPT presented by David Modersbach HCH Grants Mgr at: <a href="https://www.achch.org/uploads/7/2/5/4/72547769/hch_commission_finance_budget_orientation_1-19-19.pdf">https://www.achch.org/uploads/7/2/5/4/72547769/hch_commission_finance_budget_orientation_1-19-19.pdf</a></p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>● How does HCH fit into <a href="#">Vision 2026</a> and <a href="#">Homeless Council's Homelessness Action Plan 2018-2021</a>?</li> <li>● What will be the scope of HCH and role of HCSA in the wind-down of AC3, which is already pretty silo'ed from the HCH program – do we understand their strategy? How can HCH prepare to possibly take over some of that work. This is addressed in our Strategic Plan but needs coordination and effort.</li> </ul>	

	<p><b>HCH Grant / County Budget</b></p> <ul style="list-style-type: none"> <li>○ MHSA is a funding stream we can expect on an annual basis.</li> <li>○ Total budget: \$7,279,834 if we hire all positions then we will be in the red by (\$270,500). <ul style="list-style-type: none"> <li>▪ <b>Question:</b>What are the easiest way to spend money on? - Contracts provide ability to spend funds and extend terms to expand services.</li> <li>▪ <b>Question:</b> Personnell: What is the timeline to hire program director? - Realistically 6-mo; HR process discussed. Commission expressed concerns about waiting 6-mo to hire permanent position.</li> <li>• <b>Action Item:</b> Commission to prepare letter for HR position to create sense of urgency to hire as soon as possible. – There was a discussion around the consequences position vacancies have on HRSA Funding and Compliance.</li> </ul> </li> <li>○ HCH Contracts and Street Team Overview <ul style="list-style-type: none"> <li>• Roots, Tri-City, and EBCRP contracts soon to end.</li> <li>• Street Teams are going to cost approximately \$1,050,000 (\$210,000 deficit).</li> <li>• <b>Questions:</b> How much money does the program receive from medi-cal reimbursement? - none; program does not provide medi-cal reimburseable services.</li> <li>• <b>Questions:</b> how can that money be returned to the program from the contractors that do provide services to ACHCH patients?</li> </ul> </li> </ul>	
<p><b>H. REGULAR AGENDA</b></p> <ul style="list-style-type: none"> <li>• Consumer/Community Input – Report from HCH</li> <li>• Consumer/Community Advisory Board</li> <li>• Executive Committee report</li> <li>• Action Item Election of Exec Committee Chairs</li> <li>• Street Health Committee</li> <li>• Finance Committee</li> <li>• Clinical Committee</li> <li>• ACHCH Strategic Plan 2019-2021</li> </ul>	<p><b>Consumer/Community Input – Report from HCH CCAB:</b> Due to illness Commissioner Sam Weeks was absent, and David gave a brief report of action taken by HCH CCAB – planning for 2019, patient experience, NHCH Conference.</p> <p><b>Executive Committee –</b> Meeting every month the week before the HCH Commission meeting.</p> <p><b>Action Item</b> Election of Exec Committee Chairs</p> <p>Motion to Approve Chair (boona cheema) and Vice-Chair (L.Lee); move to approve current structure to be left in place through December 31, 2019. Passed unanimously</p> <p>It was clarified that L.Bailey Lindsey is a member of the Executive Committee but not Secretary. After discussion it was decided that the three members boona, Lynette and Lois would share responsibilities of (bylaws, minutes signing, and board development) jointly.</p> <p><b>Candidates for HCH Commission:</b> Commissioners will review CVs and applications for Ana and Shannon. Interviews will be arranged before next meeting, and nominations will be presented then. There is at</p>	<p><b>Motion:</b>G.Crowell; <b>second:</b> L.Guzman  <b>Yea:</b> unanimous</p>

	<p>least one HCH CCAB member who will apply to be a commissioner as well.</p> <p><b>Street Health Committee:</b> Is in the process of setting up meetings with Board of Supervisors (Wilma Chan and Keith Carson).</p> <p><b>Finance Committee:</b> Met Jan 11, with HCH staff and HCSA finance staff, good meeting. The committee will meet quarterly, 1<sup>st</sup> Friday of each quarter. The Committee will review finance reports, review policies, review contracts, provide input to Commission and provide input to budget process. The committee want soknow more about contracts, organizational overview, help w/o hindering and how to bes provide recommendations.</p> <p><b>Clinical/Quality Committee:</b> No meeting this month</p> <p><b>HCH Strategic Plan 2019-2022</b> available <a href="#">here</a>.</p> <p>Presentation by HCH Interim Director Lucy Kasdin, and subsequent discussion of HCH Commissioners around HCH funding, strategic priorities, county contributions, advocacy efforts, etc., with possibility raised of possibly forming a Strategic Planning committee/working group and continued discussion around advocacy of HCH Commission, which has authority but needs to develop an advocacy voice, and needs to develop its roles (Compliance, Needs Assessment, Community Awareness, Leadership/Advocacy.</p>	
<p>I. OTHER ITEMS</p> <p>1. 2019 NHCHC Conference DC</p> <p>2. Items for upcoming agendas:</p>	<p>The 2019 National Health Care for the Homeless Council Conference will be held on May 22-25 in Washington DC. More info here: <a href="https://www.nhchc.org/hch2019/">https://www.nhchc.org/hch2019/</a></p> <p>The HCH Program has funds available to send two Commissioners to the conference. Commissioners discussed who may be interested in attending, at this point: M. Schneidermann, L. Guzman, L.Bailey Lindsey. <b>A decision must be made at next HCH Commission meeting as to which Commissioners can attend.</b></p> <p style="text-align: center;"><b>Next HCH Commission Meeting</b> Friday February 15, 9am -11am 1000 San Leandro #325, San Leandro</p>	
<p>H. ADJOURNMENT</p>	<p>MINUTES APPROVED BY UNANIMOUS VOTE OF HCH COMMISSION 2/15/2019 Verified by Lois Bailey Lindsey, Secretary HCH Executive Committee</p> <p> Date: <u>2/15/2019</u></p>	<p>11:00 AM</p>

