

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

**Friday February 16, 2018 9:00am-11:00am**

**Health Care Services Agency 1000 San Leandro Blvd #300, San Leandro CA 94577**

**APPROVED MINUTES**

HCH Commissioners Present

boona Cheema  
Lynette Lee  
Michelle Schneiderman MD  
Fr. Rigo Caloca-Rivas

Absent:

Samuel Weeks DDS  
Elecia Garrett

County Staff/Partners Present:

Jeffrey Seal MD, HCH Interim  
Director/Medical Director  
David Modersbach HCH Grants Mgr  
Lucy Kasdin, AHS Deputy Director  
Omar Rascon, HCH Admin  
Luella Pensergera, HCH Consultant  
Daniel Cohen HCH Consultant

Item	Discussion/recommendations	Action
<p>A. CALL TO ORDER</p> <ol style="list-style-type: none"> <li>1. Welcome &amp; Introductions</li> <li>2. Adopt agenda</li> </ol>	<p>HCH Commission Chair boona cheema called the meeting to order at 9:15am Introductions Motion approved to adopt 2/16/2018 agenda</p>	<p><b>Motion:</b> L.Lee second M.Schneiderman; Yea: unanimous</p>
<p>B. CLOSED SESSION</p> <ol style="list-style-type: none"> <li>1. No Closed Session.</li> </ol>	<p>No closed session this meeting</p>	
<p>C. PUBLIC COMMENT**</p> <p>Persons wishing to address items on or off agenda</p>	<p>No members of public present to speak</p>	
<p>D. CONSENT AGENDA</p> <p>Review and Approve Minutes of 1/16/2018 Meeting</p>	<p>Reviewed minutes from 1/16/2018. Motion approved to adopt minutes.</p>	<p><b>Motion:</b> boona cheema; second, Rigo Yea: unanimous</p>
<p>E. BOARD ORIENTATION</p>	<p><b>HCH Program 2018 Strategic Planning Process</b></p> <p>HCH Consultant Daniel Cohen reviewed HCH program strategic planning process and 6-month project forecast. Continue strategic planning while best preparing for the HRSA visit in August; three phases</p> <ol style="list-style-type: none"> <li>1) Comparative analysis of other HCH programs in the state and nationwide (relevant to our program and government entities) goal is to analyze the role and understand how they use funding and other best practices. Will review survey in the future. Targeted organizations San Mateo, Santa Barbara, Contra Costa, Seattle.</li> <li>2) Current phase: surveying key stakeholders within Alameda County to identify strengths, weaknesses and areas of improvement. County leadership was included: administrators office, department leadership, staff of various BOS, public health leads, and community providers of homeless programs, contractors of HCH, and community members (Oakland community organizations) in addition, conduct listening sessions.</li> <li>3) Synthesize information gathered and culminate in a HCH work plan</li> </ol>	

	<p>detailing steps necessary to implement our clarified goals and priorities. County stakeholders and other entities to establish themes. Develop an implementation workplan.</p> <p><b>Discussion:</b> concern of changing process that was created to accommodate current resources. JS – discussed role of current Interim Director and the needs of the county based on community and organizational feedback, and are now discovering ways to involve the Commission; to what level can we involve the Commission? CCAB would also like to be involved to monitor the quality and continuum of care that is provided.</p> <p>Strategic plan is independent of Homeless planning work that came out of HCSA.</p> <p>Daniel will meet with three HCH Commissioners to provide direct feedback regarding the direction of the program, and provide clarity in roles.</p> <p>Questions/Direction given to HCH program leadership:</p> <ul style="list-style-type: none"> <li>• Environmental Scan – When Danny shares best practices used by other HCH organizations and how do they compare with AC-HCH services. <ul style="list-style-type: none"> <li>○ Discussion regarding political landscape of HCH; identify roles and clarity on who is responsible for services that impact homelessness. StPI should align with programs roles and expectations.</li> <li>○ Identify threats to the process and other political barriers.</li> </ul> </li> </ul>	
<p>F. REGULAR AGENDA</p> <p>1. Consumer/Community Input – Report from HCH Consumer /Community Advisory Board</p> <p>2. Board Committee reports –</p>	<p>David Modersbach reported on CCAB on behalf of Samuel Weeks: Current focus of CCAB: oversight of quality of services; during the prev. meeting they reviewed responses from commission and are continuing discussions. Currently working on listening sessions that begin in March – Alameda County ALL IN program / include program Strategic Planning and Needs Assessment, to work collaborations;– will coordinate questions; CCAB members are involved in QI and want to guide questionnaires that contractors ask re: patient experience; Two CCAB members will participate in National HCH Conf - Minneapolis and Housing California conference in Sacramento.</p> <p>Two joint meetings per year: Dec and June (2<sup>nd</sup> Friday) – Discussion of how to carry out next Joint Meeting in June.</p> <p>CCAB members will also be working with Bright Consulting to develop consumer engagement, leadership and employment goals.</p> <p><b>Executive Committee</b>—boona cheema and Lynette Lee; Executive Committee met with consultant Luella Penserga who is working to help develop the Commission – mostly discussed recruitment of new Commissioners to fill vacant seats.</p> <p>Discussion: Commission still in formation period, learning its roles, goals to be “doing” more as a Board, recruitment is key, and strengthening of Committee structures to be more working sessions. Commissioners emphasized importance of site visits, seeing HCH programs in action.</p> <p><b>June 2018 Commission/CCAB Joint Meeting</b> to include NHCHC Conference</p>	

<p>3. HCH Program Report</p>	<p>report backs, focused discussion and working together.  <b>Half-Day HCH Commission Retreat</b> discussed, planned for March 26 at HCH offices. Goal of developing clarity of what HCH Commission wants to accomplish, scope of Commission, roles/structure of Commission, engagement in HCH strategic planning: Goals, Roles and Communication.</p> <p><b>Housing As Health Care Committee</b> Did not meet last month</p> <p><b>Finance Committee:</b> Did not meet last month</p> <p>Jeffrey Seal MD provided HCH Directors Report. Seeking to implement a regular dashboard-type format for Director Report, wants Commission input.</p> <p>Importance of awareness of limitations of a government agency, not nimble/cultural history of program.</p> <p>Space opening up downstairs at TRUST Clinic, HCH staff will be moving around and hoping to provide more client services downstairs.</p> <p>Director position (permanent) still not clear.</p> <p>UDS report for CY2017 submitted 1/15/2018. More in-depth report next month, but confirms movement of program towards:</p> <ul style="list-style-type: none"> <li>• More street medicine care</li> <li>• More client touches, engagement</li> <li>• More comprehensive care at multiple sites</li> <li>• Fewer patients overall.</li> </ul> <p>TRUST Clinic contract negotiations for next few years</p> <p>Hepatitis A vaccine efforts 500+ in county for highest-risk.</p> <p>Street Psychiatry team rolls out next week</p> <p>Consumer engagement and Alameda County Care Connect work, HCH taking a lead on this.</p> <p>Coordinate Entry System: HCH still involved in roll out, helping coordinate housing outreach services.</p>	
<p>G. OTHER ITEMS</p> <ol style="list-style-type: none"> <li>1. Recruitment of New HCH Commission members.</li> <li>2. 2018 National Health Care for the Homeless Conference</li> <li>3. Feb 22 Alameda County Homeless Summit</li> <li>4. Items for upcoming agenda</li> <li>5. Housekeeping</li> </ol>	<p>Luella Penserga reviewed some potential candidates for the Commission. David is interviewing four persons who are interested– HCH Commission may consider adding to bare minimum of 9 Commissioners in next meeting. David will distribute job description and recruitment materials, list of exclusions for Commissioners.</p> <p>HCH Conference will be in Minneapolis May 15-18. There is HCH funding for one HCH Commissioner to attend. Discussed and nominated boona cheema as attendee representing HCH Commission at NHCHC conference. .</p> <p>Summit on Feb 22 sponsored by Keith Carson. Boona and HCH staff will attend. Concern is that event does not include population who are placed in encampments. Attempt to make countywide policy regarding encampments?</p> <p>Commissioners agreed to move HCH Director’s Report up higher on the agenda from now on.</p> <p>Ongoing Deep Dive topics for brainstorming:</p>	

	<ul style="list-style-type: none"><li>• HMIS/EHR HCH data systems</li><li>• Respite Care</li><li>• TRUST Clinic</li><li>• Shelter Health Initiatives</li><li>• Quality Committee</li><li>• HCH Program staff morale and direction</li><li>• True partnership between HCH Commission and HCH program</li></ul>	
H. ADJOURNMENT	HCH Commission meeting adjourned at 11:00am	<b>Motion:</b> boona; secondL.Lee; Yea: unanimous