### MINUTES

**Date:**
Friday, September 15, 2017 9:00am - 11:00am

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

**Attendees:**
- HCH Commissioners Present:
  - Adria Walker
  - Gay McDaniel
  - boona Cheema
  - Lynette Lee
  - Fr. Rigo Caloca-Rivas
  - Samuel Weeks DDS
  - Michelle Schneiderman MD
  - Elecia Garrett, Public
- Absent:
  - Jean Richardson-Prasher
- County Staff/Partners Present:
  - David Modersbach HCH Grants Mgr
  - Kathleen Clanon MD HCSA Medical Director
  - Lucy Kasdin, HCH Deputy Director
  - Terri Moore HCH Contracts Mgr

#### Item | Discussion/recommendations | Action
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A. **CALL TO ORDER**
  1. Welcome & Introductions
  2. Adopt agenda
   - HCH Commission Chair boona cheema called the meeting to order at 9:07am
   - Introductions: HCH Commission welcomed Dr. Michelle Schneiderman, who is Medical Director of Alameda Alliance for Health, Oakland resident, founder of SFGH Medical Respite program, with keen interest in homeless health care issues.
   - Motion approved to adopt 9/15/17 Agenda

B. **CLOSED SESSION**
  1. No Closed Session.

C. **PUBLIC COMMENT**
   - Persons wishing to address items on or off agenda
   - No members of public present to speak

D. **CONSENT AGENDA**
   - Review and Approve Minutes of 7/21/17 Meeting
   - Reviewed minutes from 7/21/17. Reviewed minutes from 8/18/17. Both sets of minutes were approved
   - HCH Commission directed HCH staff that, moving forward, produce minutes with less level of detail regarding discussions. Topic and summary of process, accomplishments and decisions only.

E. **BOARD ORIENTATION**
   - HRSA Operational Site Visit
   - HCH Grants Manager David Modersbach provided an overview of the HRSA Operational Site Visit which is planned for early 2018. Presentation available on ACHCH orientation materials page:
## F. REGULAR AGENDA

1. **Consumer/Community Input – Report from HCH Consumer/Community Advisory Board**
   - Sam Weeks, DDS CCAB Board Chair
     - **HCH CCAB**
       - a) HCH CCAB has accepted three new members, is at 11 members, and will not expand for the time being, focused now on developing strengths and skills.
       - b) HCH CCAB is inviting Dr. Jeffrey Seal to next meeting to meet them and hear from him.
       - c) CCAB wants to follow up their Encampment Letter with face-to-face meetings with policy makers. CCAB is inviting HCH Commission to have a joint HCH Commission/HCH CCAB meeting on Friday December 15 AM in Oakland followed by HCH Winter Gathering.
       - d) HCH CCAB is carrying out a retreat on 10/11/17, supported by boona cheema and Janny Castillo from St. Mary’s.

   - The HCH Commission reviewed again the Encampment Letter and members reaffirmed their support, noting that support was given in July. Sam acknowledged that this support is adequate.
   - The HCH Commissioners agreed to carry out a Joint Meeting with the HCH CCAB on December 15, 2017, followed by a HCH Winter Gathering.

2. **Board Ad Hoc Committee reports**

3. **HCH Program report**
   - **Lucy Kasdin** provided HCH program report update; attached.
     - Commissioners discussed considerations going into identification of mobile services and encampment outreach sites. Questions about role of patients/homeless persons/CCAB in determining sites, political considerations, etc.
     - Additional discussion of HCH program role in health emergencies such as hepatitis, bedbugs, heat/cold, and other emergencies.
     - Discussion of Role of HCH in provision and maintenance of permanent housing.
     - Question: Balancing funding of homeless systems development expansion VS. expansion of permanent housing resources...

   - Lucy introduced **Ms. Terri Moore**, the new HCH Contracts Manager staff. Terri is experienced in homeless services and comes from BHCS.

4. **HCH Director Position**
   - **Kathleen Clanon MD**, HCSA Medical Director provided update on approach to hiring a new HCH Director. Currently Interim Director is Jeffrey Seal MD, Deputy Director Lucy Kasdin and HCH Management Team are stepping forth to carry program along.
   - HCSA leadership is awaiting October results of BOS-ordered study on Homelessness and Alameda County; may result in recommendations of BOS to consolidate Housing/Homelessness leadership, impacting...
5. **Whole Person Care Presentation**

    Kathleen Clanon MD presented an overview of the Alameda County Care Collaborative (AC3), our Whole Person Care Pilot. Please see [PPT presentation](#).

    Kathleen stated that AC3 is forming a Steering Committee and they will want a HCH Commissioner to be a member of that Committee. HCH Commissioners asked if any AC3 funds are going directly to HCH program; they are not planning to at this time but that could change, however the funding does end at the end of 2020.

6. **Action Item:** Authorize submission of Specialty Services and Sites CIS

    David Modersbach provided background of HCH Program goal to add 11 Specialty Care services to HCH Scope of Services Form 5A; and 3 new sites including HGH Dental to Form 5B. *HCH Commission voted unanimously to approve submission of the following 11 services:*

    - Endocrinology
    - Dermatology
    - Rheumatology
    - Urology/Renal
    - Cardiology
    - Chest
    - GI
    - Oncology/Hematology
    - Neurology
    - Oral Surgery
    - ENT

    *HCH Commission voted unanimously to approve submission of CIS to add the following three sites:*

    - Clarify AHS Highland Wellness Center Site (K6&K7 and HCP 4&5)
    - Add AHS Highland Dental Clinic

Motion: Fr. Rigo Caloca-Rivas; second Elecia Garrett, Yea: unanimous

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**G. OTHER ITEMS**

1. **HCH Commission Committees**

    Commission moved to create two subcommittees: Housing and Health and Financial.

    Initial Members of **Housing &Health Committee** are Lynette Lee and Elecia Garrett, with boona cheema and Adria interested and supportive;

    Initial Members of **Finance Committee** are Gay McDaniel and Fr. Rigo Caloca-Rivas.

Motion: Adria Walker; second Gay McDaniel, Yea: unanimous

2. **Jean Prasher HCH Commission Seat**

    **David** shared application for a seat for the HCH Commission. Commission is working to replace Jean Prasher, who represented East County/South County. Only applicant so far is North County. Commissioners will review, and continue to recruit and discuss at next meeting.

Motion: Gay; second Fr. Rigo, Yea: unanimous

3. **Items for upcoming agendas**

    Next meeting agenda items:
    - HCH Director
    - Replace HCH Commissioner Prasher.
- HCH CCAB/Commission Joint Meeting 12/15/17
- Suggestion of deeper discussion of housing as health care efforts and direction of HCH Commission.

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<td><strong>H. ADJOURNMENT</strong></td>
<td>HCH Commission meeting adjourned at 11:07am</td>
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**Motion:** Fr. Rigo Caloca-Rivas; second Gay, Yea: unanimous
HCH Directors Report 9/15/2017
Alameda County Health Care for the Homeless Commission Meeting

CY2018 HRSA Budget Period Renewal submitted 8/18/2017

HCH awarded HRSA AIMS Street Psychiatry funding – will start working to hire a Nurse Manager, incorporate current Psychiatrist and provide psychiatry/substance use services within 120 days.

Increasing Encampment Footprint
- Mobile One Stop Pilot with HCH social worker
- Street Psychiatry/MAT services
- Selling second van to purchase smaller vehicle
- Flu shots

Emergency/Potential Crisis Response:
- Harvey
- Hep A
- Heat/Cold Emergency

Hiring Update:
- In the process of evaluating the needs/gap to inform hiring for some positions, highlight the changes to Contract Manager taking on some previous finance roles as an example
- Open positions
  - Director
  - Supervising Management Analyst
  - Finance Manager – Currently HCSA fiscal staff in collaboration with HCH staff to cover basic Finance manager roles.
  - Administrative Assistant

Trust Clinic Stakeholder Meeting:
- Expansion pilot- increased enrollment from averaging 25 to 55
- Collaboration being by headed by Dr. Jeffrey Seal