

**Alameda County Health Care for the Homeless Commission**  
**Friday, July 21, 2017 9:00am-11:00am**  
**Health Care Services Agency 1000 San Leandro Blvd #300, San Leandro CA 94577**

**APPROVED MINUTES**

**HCH Commissioners Present**

Adria Walker  
 Gay McDaniel  
 boona Cheema  
 Samuel Weeks DDS  
 Lynette Lee  
 Fr. Rigo Caloca-Rivas  
 Mark Shotwell (*Ex Officio*)

**Absent:**

Jean Richardson-Prasher

**County Staff/Partners Present:**

Heather MacDonald-Fine AHS Homeless Coordination Office  
 Quyen Tran, HCH Finance Manager  
 Stacey Brackens, HCH staff (notes)

Item	Discussion/Recommendation	Action
A. CALL TO ORDER	Mark Shotwell, ACHCH Director called the meeting to order at 9:02am. Introductions <b>Action Item: Approve Agenda</b>	<b>Motion:</b> <b>b.cheema;</b> <b>second</b> <b>Caloca-</b> <b>Rivas, Yea:</b> <b>unanimous</b>
B. CLOSED SESSION	Closed session this meeting <i>HCH Director Self-Evaluation &amp; discussion.</i> HCH Commission Meeting. Mark Shotwell HCH Director and Members of HCH Commission.	<b>Notes:</b> b.cheema
C. PUBLIC COMMENT	Public comments were invited; none were made	<b>Session:</b> began at 9:45am
D. CONSENT AGENDA	Review and Approve Minutes of May 19, 2017	<b>Motion:</b> b.cheema; second Caloca-Rivas, Yea: unanimous
F. REGULAR AGENDA  1. Consumer/Community Input – Report from HCH Consumer/Community Advisory Board Sam Weeks, DDS CCAB Board Chair	<b>Board Ad Hoc Committee reports</b> - no reports this meeting  <b>Advisory Board (HCH CCAB) Sam Weeks, DDS, CCAB Board Chair</b> <b>Sam Weeks</b> discussed HCH CCAB members attending National Health Care for the Homeless Council national conference in Washington DC in June. The CCAB is working on expanding membership of CCAB. Currently the mandate has no limit on membership; money for the stipend is limited. CCAB members receive a stipend which is directly effecting our growth of our CAB. HCH Commissioners consensus was that funds shouldn't become a limitation for having new HCH CCAB board members and discussed how to make sure budget is adequate for HCH CCAB. HCH CCAB is continuing to build skills, the retreat coming up in October and boona is coming to speak and help on very specific areas. CCAB members involved in TRUST Clinic, CCAB involvement in QI Committee, developing and reviewing the patient surveys. CCAB organized Recyclers Focus	

<p>2. HCH Program report : HCH Director's Report</p> <p>3. <b>Action Item:</b> Approve submission of Prior Notification</p> <p>4. HCH Program/Health Center 2018 HRSA Budget Period Renewal – Budget Overview</p>	<p>Group in conjunction with Sup Valle. Sam also shared the encampment letter sent by the CCAB.</p> <p><b>b. cheema</b>-discussed who is not in favor of the encampments? Mayor is not in favor; the city manager and police chief are not in favor of the encampment; lets do action instead of politics, etc; Sent to all networks in Berkeley; the info got out.</p> <p><b>Lynette had a question</b>-should this commission vote to support this item; will put on next agenda</p> <p><b>HCH Program report</b> : HCH Director's Report; Mark Shotwell.</p> <p>Commission discusses motion to approve submission of Prior Notification notice to HRSA to change ACHCH Project Director</p> <ul style="list-style-type: none"> <li>Change directors role from David Modersbach to Mark Shotwell in role as Project Director for HRSA</li> </ul> <p><b>Submission approved for submission to HRSA Project Officer.</b></p> <p><b>HRSA HCH HEALTH CENTER BUDGET PERIOD RENEWAL</b></p> <p><b>QUYEN:</b> will be staying here until Oct; make sure that all year end closing and HRSA budgets complete; Everyone congratulating Quyen on moving to Vietnam; hand off this program in a good place. <b>HCH Contract Mgr role has been filled:</b> Terri begins in August.</p> <p>Quyen provided overview of draft Budget Period Renewal Submission; fielded Q&amp;A's regarding BPR; final submission will be presented to HCH Commission in August meeting for approval.</p>	<p><b>Motion:</b> Caloca-Rivas second McDaniel: Yea: unanimous</p>
<p>G. OTHER ITEMS</p>	<p><b>HCH Commission Selection of Chair, Vice Chair and Executive Committee</b></p> <p>Mark requests that on the August Agenda to have time to vote for an executive committee; start putting it out there; over time other committees can be added as the commission sees fit</p> <p><b>Recruitment for HCH Commission seats</b></p> <p><b>Betty's Seat:</b> This seat is recruited and approved by HCH Commission itself. David sent out packet of recruitment info &amp; letters for review of Commissioners.</p> <p><b>Hospital System at-large seat (9<sup>th</sup> Seat).</b> Program has tentatively identified a candidate who is being interviewed and vetted, should be announced at August meeting.</p>	

	<p>Items for upcoming agendas</p> <p>Adjourned 11:00am</p> <p>Next HCH Commission Meeting: Friday July 21, 9-11Am 1000 San Leandro Blvd #325</p>	
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\*\* Any person may address the HCH Commission during its Public Comments period. Presentations must not exceed three (3) minutes in length. HCH Commission members may not take actions or respond immediately to any Public Comments presented, but may choose to follow up at a later time, either individually, or on a subsequent Commission Agenda