**Item** | **Discussion/recommendations** | **Action**
---|---|---
A. CALL TO ORDER  
1. Welcome & Introductions  
2. Adopt agenda | HCH Commission Chair boona cheema called the meeting to order at 9:05am  
Introductions  
Motions approved to adopt 6/15/18 Agenda

*HCH Comm: Lynette Lee; Second M.Schneidermann: Unanimous  
HCH CCAB: Denise Norman; Second Mark Smith: Unanimous* |  

B. CLOSED SESSION  
1. No Closed Session. | No closed session this meeting |  

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 5/18/2018 HCH Commission Meeting  
- Review/Approve Minutes of 5/11/2018 HCH CCAB meeting | 1. Review and Approve Minutes of 5/18/18 HCH Commission meeting;  
5/10/2018 HCH CCAB meeting.
   a. Review and consent minutes. All in favor of the minutes from Commission Meeting  
   b. CCAB members reviewed and approved minutes. All in favor of the minutes from previous CCAB meeting.
2. Review and Approve HCH Health Center Sliding Fee Discount Schedule and Patient Informing Materials policies  
   a. David Modersbach provided an overview of the health center policies presented before the Commission. Reviewed  
      policies regarding patient information materials and sliding fee schedules. HCH patients provided mobile, outreach,  
      street medicine are never charged a nominal fee nor sliding fee. HCH contractors are encouraged to bill insurance  
      providers for services provided, but HCH patients are not going to be charged nominal fee for services. |  

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**HCH Commissioner Members**
boona Cheema  
Lynette Lee  
Michelle Schneidermann MD  
Laura Sanchez  
Jeffrey Seal MD, Ex Officio  
Samuel Weeks DDS  
Claudia Young  
Lois Bailey Lindsey  
Fr. Rigo Caloca-Rivas (Absent)  
Elecia Garrett (Absent)

**HCH Consumer /Community Advisory Board Members**
April Anthony  
Sabrina Fuentes  
Mark Smith  
Jeannette Johnigan  
Bennie Whitfield  
Denise Norman  
Guitar Whitfield  
Sam Weeks  
Kimberlee Burk  
Brenda Whitfield  
Ami Moe (Absent)

**County Staff/Partners Present:**
David Modersbach HCH Grants Mgr  
Omar Rascon, HCH Admin  
Lucy Kasdin, AHS Deputy Director  
Luella Penserga (AC3 Consultant)
b. Laura Guzman provided background of health center policies and how staff and interviewees can best prepare to answer OSV questions regarding sliding fees.

c. David Modersbach reviewed the ACHCH health center policy regarding patient informing materials, and how patients are giving consent while being informed of the registration policies. Commission discussed languages spoken within Alameda Co, and the need of language translation services to be inclusive of all members of the public. Current HCH capacity in outreach and mobile health is Spanish, Vietnamese, Tagalog, and ability to phone language line for translation, clinic-based services have many more languages.

d. **Commissioners voted unanimously in favor to approve ACHCH health center Sliding Scale Fee Policy and Patient Informing Materials policy.**

| E. HCH Program Director Report | David Modersbach provided updates and discussed federal laws around management of HRSA/federal grants. Overview of policies that program must comply with when accepting government funding. The policies, which include a prohibition on using federal funds to pay for staff health care benefits that include abortion as a covered benefit, were in effect since 2016, and now programs are obligated to follow policies. HCH Program is working with County Counsel, NACHC, CAPH and NHCHC to address multiple discrepancies in the way that federal laws are being communicated to health centers, and are still seeking to obtain clarity moving forward. After getting clarification, **HCH staff will present a clarified policy statement again to the HCH Commission for approval in July.** The ACHCH program will now utilize non-federal funds to cover staff medical benefits. These current policies will not negatively impact health center patient access to services such as abortion or needle exchange, both of which happen outside of the ACHCH health center. Commission members asked questions to obtain clarity regarding patient access to essential health care and preventative services, and how the public will be impacted by federal services that restrict funds for preventative and family services. As these policies only impact ACHCH health center ability to use federal funds, at this point patient access to needle exchange and abortion services are not impacted at this time. |

| F. REGULAR AGENDA | **Presentation from HCH staff/HCH CCAB members on Minneapolis NHCHC Conference**

a. CCAB member Denise Norman provided her experience in the conference, and her key takeaways. Member provided information presented during workshops and lived experience from members experiencing homelessness.

b. CCAB member, Guitar Whitfield shared his experiences in workshops. In addition, the San Francisco Bay Area was a focus of interest and an overview was provided about the ‘Tiny Homes/TuffSheds’ in Oakland. Lastly, described attention to trauma that is experienced physically and emotionally within the homeless population.

c. There was a discussion about policies put in place to address homelessness, and national committees that will provide |
Joint Discussion: Roles, Goals and Working in Partnership

A. Presentation by HCH CCAB Members

d. David Modersbach provided a background on how the NHCHC and National Consumer Advisory Board on a national level provide support and structure within consumer boards on a local/county level. Programs and organizations provide support and guidance to administrators then participate.

e. HCH Staff provided their experience and key takeaway from the HCH conference. Discussion about intergenerational trauma, and situational trauma has a huge impact on homelessness. Access to housing, food, and other human services (structural determinants of health) shape homelessness, and racially disproportionate discriminate against people of color. The idea of the conference was to come together to identify best practices and ensure that we promote change on a local level.

2. HCH CCAB ALL-IN Listening Sessions Report

- David Modersbach provided a background and goals of the 3 listening-sessions carried out by the HCH CCAB. There are services that are important to population: health and hygiene, support services and outreach, storage, information and resources, safe parking, and community support.

- Commission member, Laura Guzman shared her listening-session data from EveryOne Home: the findings were similar, and are now incorporating dignity sessions. Laura Guzman agreed to provide Commission Chair, boona cheema with report to provide alongside the listening sessions presented during today’s meeting.

- CCAB member Kimberlee Burks provided findings from Hayward listening session around homelessness in Hayward – the city is working on implementing ‘tiny homes’ for the homeless community. Downtown does not offer hygiene services to the public anymore, and local organizations are working on offering services to the homeless population but efforts are being delayed due to permits and other zoning regulations.

- CCAB member Sabrina Fuentes provided findings from Oakland listening session. Participants expressed frustration with housing, social justice, and experience in transitional housing. Participants did not feel heard by officials and organizations.

- CCAB member Jeannette Johnigan provided findings from the Castro Valley listening session. Participants expressed difficulty with transportation and other regulations that control zoning and other logistics.

  - There was a question regarding state-of-emergency regarding housing, and strategies to overturn requirements for zoning laws to accommodate the need for housing.

  - There was a discussion regarding the zoning requirements becoming obstacles when providing housing.

5. HCH CCAB Solstice Event update
• HCH CCAB member Bennie Whitfield discussed the HCH CCAB-sponsored Summer Solstice and the celebration for strength and success that will be hosted at Trust Clinic on Thursday 6/21/18, part of a nationwide series of events.

6. Joint Discussion HCH CCAB/HCH Commission
   • Committees agreed to have two joint meetings per year to work collaboratively, and share work performed by committees and other updates.
   • Brief discussion of the questions and issues raised by HCH CCAB members, this is part of an ongoing discussion between HCH CCAB, HCH Program and HCH Commission.

7. Board Street Health Committee
   Action Item: Review/Approve Encampment Policy Leadership letter drafted by HCH Street Health Committee
   • Boona provided overview of the joint letter for the BOS
   • Commission members suggested that the Street Health Committee should focus on hygiene services and other issues, and discuss them during BOS meetings with other members to highlight the importance of services to improve overall health within the homeless population. CCAB and Commission members agreed, and continued discussion.
   • Discussion regarding the need for services that prevent communicable diseases. Commission and CCAB members agreed, and moved to review letter drafted by the HCH Commission Street Health Committee, already approved on 5/11 by the HCH CCAB.
   • Motion to approve the letter: all agreed.

G. OTHER ITEMS

1. Recruitment
2. Retreat
3. Next meetings

Commissioners will review, and continue to recruit and discuss at next meeting.

HCH Commission retreat takes place 6/26/2018 12-3pm 1404 Franklin Street, Oakland.

Next meeting agenda items:
• HCH Commission July 20, 2018
  o HCH Grant Management Policies;
  o HCH QI Program and Plan;
  o HCH CY2019 BPR Budget presentation
• HCH CCAB July 13, 2018
  o Work Group on Patient Experience

H. ADJOURNMENT

HCH Commission/HCH CCAB Special Joint meeting adjourned at 11:00 Noon.

Next HCH Commission Meeting: Friday July 20th 9:00am-11am 1000 San Leandro Blvd San Leandro CA

Next HCH CCAB meeting: Friday July 13th 12noon-2pm 1404 Franklin Street Oakland
Tab 3
HCH Program Sliding Scale Fee Discount Policy and Patient informing materials
ACHCH Policy Document

ACHCH HEALTH CENTER SLIDING FEE DISCOUNT POLICY

PURPOSE

The purpose of this Policy is to describe how Alameda County Health Care for the Homeless minimizes financial barriers to health care services available to persons experiencing homelessness while maximizing revenue to support those services in compliance with HRSA regulations.

SCOPE/COVERAGE

Applies to all services within the HRSA-approved Scope of Project of the HCH program whether delivered directly by Alameda County employees or under contract or subrecipient agreements.

PROVISIONS

Directly-Provided Services

1. All outreach and enabling services provided directly by HCH staff are free of charge to patients.

2. HCH staff will inform patients of Sliding Fee Discount Program availability at all contracted and subrecipient programs to whom health center patients are referred.

Contracted Services

1. All patients seeking healthcare services at HCH contracted and subrecipient service sites are assured that they will be served regardless of ability to pay. No one is refused service because of lack of financial means to pay.

2. HCH contractors and subrecipient programs must offer a Sliding Fee Discount Program. The program must apply to all patients receiving services under the terms of the agreement with HCH and must operate in accordance with most recently updated version of the HRSA Health Center Program Compliance Manual.
3. Self-declaration of income must be allowed for patients served under the terms of an agreement with HCH. Patients without proof of income are allowed to provide a verbal or signed statement of income, which may include a reason they are unable to provide independent verification.

4. Nominal fees are waived for patients served under the terms of contractual agreement with HCH.

RESOURCES:

https://bphc.hrsa.gov/programrequirements/compliancemanual/index.html

ACHCH Sliding Scale Fee Discount Schedule Notice

REVISION HISTORY

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Alameda County Health Care for the Homeless

2018 Sliding Scale Fee Schedule

No qualified resident of Alameda County experiencing homelessness who is being treated by ACHCH health center or by a contractor of ACHCH health center under the terms of our homeless grant will be denied basic services (primary care, dental, substance abuse, mental health) for inability to pay a sliding scale or nominal fee, regardless of income.

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ACHCH Policy Document

ACHCH Health Center Patient Informing Materials Policy

PURPOSE

The purpose of this Policy is to ensure that all patients of the Alameda County Health Care for the Homeless health center are informed of their rights and responsibilities as ACHCH health center patients and that procedures are in place for ensuring patient consent for all health center services.

SCOPE/COVERAGE

Applies to all services within the HRSA-approved Scope of Project of the HCH program delivered directly by Alameda County employees. Health center patients treated by a contractor or subrecipient must be provided informing and consent materials which at a minimum meet the provisions below.

PROVISIONS

- Encounter Form
- Consent for Treatment
- Sliding Fee Discount Schedule
- Advance Directive
- Grievance Resolution Complaint and Grievance (including contractors)
- Notice of Privacy Practices
- Access for Limited English Proficient Patients
- After hours Coverage

RESOURCES:
HTML links to appropriate documents

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