

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

**Friday, August 18, 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  
 Lynette Lee  
 Fr. Rigo Caloca-Rivas

Absent:

Jean Richardson-Prasher  
 Samuel Weeks DDS

County Staff/Partners Present:

Heather MacDonald-Fine AHS Homeless  
 Coordination Office  
 Quyen Tran, HCH Finance Manager  
 David Modersbach HCH Grants Mgr  
 Jeffrey Seal MD, HCH Medical Director  
 Lucy Kasdin, HCH Deputy Director  
 Elecia Garrett, Public

Item	Discussion/recommendations	Action
A. CALL TO ORDER 1. Welcome & Introductions 2. Adopt agenda	David Modersbach, HCH Grants Manger called the meeting to order at 9:03am Introductions Motion approved to adopt 8/18/17 Agenda	<b>Motion:</b> Gay McDaniel; second Fr. Rigo Caloca-Rivas, Yea: 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	Elecia Garrett was nominated by staff in Supervisor Valle’s office to fill the vacant Commissioner position vacated by Betty DeForest’s death. Ms. Garrett shared her background and areas of expertise and interests with the Commission.	
D. CONSENT AGENDA Review and Approve Minutes of 7/21/17 Meeting	Reviewed minutes from 7/21/17. The commission recommended the minutes be revised for clarity and brevity and brought back to the commission meeting next month for review and approval.	<b>Motion:</b> Fr. Rigo Caloca-Rivas; second Lynette Lee. Yea: unanimous
E. BOARD ORIENTATION No Board Orientation scheduled		

F. REGULAR AGENDA

1. Consumer/Community Input – Report from HCH  
Consumer/Community Advisory Board Sam Weeks, DDS CCAB Board Chair

**Sam Weeks** was not present, **David Modersbach** reported updates on his behalf. The CCAB has scheduled their retreat for early October. The CAB is in the process of clarifying their use of stipends, and maximum number of CCAB members that current budgeting can support.

**Fr. Rigo** requested a document outlining the relationship between the CCAB and the Commission. Who are they accountable to? What are the structures, responsibilities, and expectations?

**Gay:** How can the CCAB play a greater role in bringing ideas and concerns back to the HCH Commission?

**David** will share **governance documents** from the HCH 2017-2019 SAC to help clarify

**Boona** recommended a joint meeting in November-December after the CCAB has their retreat.

No reports

2. Board Ad Hoc Committee reports - no reports

**Lucy Kasdin** informed the commission of Mark Shotwell's resignation as HCH Director and shared that additional information regarding the interim plan to take on his duties will be provided in the coming weeks.

3. HCH Program report :  
HCH Director Resignation

**Fr. Rigo** asked for clarity on who will take on Director duties and expressed concern that the commission was not notified of his resignation directly by agency leadership.

HCH Commissioners discussed their role in: Job description of new HCH Director, Recruitment and Hiring process of new Director, as the approval, firing and evaluation of HCH Director is responsibility of HCH Commission. Commissioners expressed interest in having input into the job description/responsibilities. Possibly HCH will need additional resources during the time it takes to define, recruit and hire new Director.

4. **Action Item:**  
Discuss/Approve HCH Program/Health Center 2018 HRSA Budget Period Renewal and budget.

**Quyen Tran** presented the commission with updates on final adjustments made the program budget. Specifically a change in the use of unallocated funds to hire contractors for Risk Management and EHR evaluation.

**Fr. Rigo** asked if an outside audit is conducted and requested a copy of our most recent audit.

**Quyen** informed the Commission that a Single Audit is conducted every three years. The most recent audit was 2015 and there were no findings regarding the HCH program, which means that ACHCH may not be required to be audited in next County Single Audit. The Commission will be provided a copy.

The Commission approved submission of the ACHCH 2018 Budget Period Renewal.

<p>5. <b>Encampments/Unsheltered Homeless:</b> <i>Report and Discussion from HCH Deputy Director Lucy Kasdin</i></p>	<p><b>Lucy</b> presented programmatic updates on HCH encampments efforts: HCH-led Mobile One Stop pilot with SSA, Operation Dignity and Abode to bring social services (GA, food stamps etc.) to encampments alongside outreach and HCH staff. Street Psychiatry program HCH applied for HRSA AIMS funding to provide, to be awarded in September.</p> <p><b>Gay</b> asked about funding for street psychiatry model, the bulk will come from HRSA AIMS funding which will be announced in September 2017, and the remainder from existing HCH grant funds.</p> <p><b>boona</b> asked what additional efforts we were undertaking with cities around encampments. HCH staffers are involved in multiple efforts in Hayward, unincorporated County, and Oakland. Staff shared that Board of Supervisors is contracting with Urban Strategies to develop a report by September 2017 around County homeless responses.</p> <p><b>Gay</b> asked about legalities for removing individuals and destroying property. This information is not being shared or communicated, although state law can prohibit such.</p> <p><b>The Commissioners as a whole</b> asked why HCH has not taken a lead role in coordinating with the Board of Supervisors and cities. Requested to come visit HCH funded sites and encampments. Commissioners Requested to see the draft statement HCSA is developing and to understand more about best practices in other communities. Commissioners recognized the importance that the County of Alameda can play in developing 1) Standards for removal/eviction of encampments for all jurisdictions in County; 2) Operation/oversight of outreach teams that can engage with encampments; and 3) Declare State of Emergency and provide coordination between State/local regulations/codes/zoning and community responses to unsheltered homeless crisis.</p>	<p><b>Motion:</b> Fr. Rigo Caloca-Rivas; second Lynette Lee, Yea: unanimous</p>
<p>G. OTHER ITEMS</p> <ol style="list-style-type: none"> <li>1. Items for upcoming agendas</li> <li>2. HCH Commission Selection of Chair, Vice Chair and Executive Committee</li> </ol>	<p><b>Boona cheema</b> elected Commission Chair</p> <p><b>Adria Walker</b> elected Commission Vice Chair</p> <p><b>Lynette Lee</b> elected HCH Commission Executive Commission member at large</p>	<p><b>Motion:</b> Fr. Rigo Caloca-Rivas; second Gay, Yea: unanimous</p> <p><b>Motion:</b> Fr. Rigo Caloca-Rivas; second Lynette, Yea: unanimous</p> <p><b>Motion:</b> Gay; second Fr. Rigo, Yea: unanimous</p>

<p>3. Discussion of 9<sup>th</sup> Commissioner, and vacant/vacating seats.</p>	<p>Commission proposed two subcommittees: Housing and Health and Financial.</p> <p><b>Fr. Rigo</b> and <b>Gay</b> both stated they were interested in being on the finance committee.</p> <p><b>Fr. Rigo</b> led discussion to approve Elecia Garrett as commission member. Elecia will fill the seat vacated by the death of Betty DeForest. Elecia is a community member of the Hayward area, staffer of Abode Housing, interested in supportive housing and mental health and homelessness responses, and excited about working with the HCH Commission. She has been recommended by staff of Supervisor Richard Valle. A unanimous vote of HCH Commissioners present was carried out to appoint her to the HCH Commission; and her paperwork will be forwarded to the County Board of Supervisors for County appointment on 9/12/2017.</p> <p><b>David</b> shared that Dr. Michelle Schneidermann MD, founder of SFGH Medical Respite Program, former Medical Director of Mission Neighborhood Health Center (SF), member of National Health Care for the Homeless Council, and currently Medical Director of Alameda Alliance for Health has been nominated by Alameda Health System to the 9<sup>th</sup> Seat of the HCH Commission; this is the final seat to be filled through appointment of the Alameda County Board of Supervisors. Dr. Schneidermann’s appointment by the BOS will be on 9/12/2017; she will attend next HCH Commission meeting for appointment by the Commission.</p> <p><b>David</b> reported that he has not heard from HCH Commissioner Jean Prasher in the two months since she said she was planning to resign from the Commission due to increase in job responsibilities. As it stands, the HCH Commission will work to identify a person to replace Commissioner Prasher.</p>	<p><b>Motion:</b> Fr. Rigo Caloca-Rivas; second Gay, Yea: unanimous</p>
<p>4. Housekeeping</p>	<p>Next meeting agenda items:</p> <ul style="list-style-type: none"> <li>• HCH Director</li> <li>• Appointment of Dr. Michelle Schneidermann</li> <li>• Replace HCH Commissioner Prasher.</li> <li>• Additional Committees</li> </ul>	
<p>• H. ADJOURNMENT</p>	<p>• Meeting adjourned at 11:00am</p>	