

Contra Costa County Health Services
Health Care for the Homeless Co-Applicant Governing Board

The mission of the Health Care for the Homeless Co-Applicant Board is to oversee, guide and assist the Program in its efforts to deliver high quality health care to a diverse and medically underserved community. The Co-Applicant Board will use its skills, expertise and life experience to make policies and operational decisions which will provide the best benefit to the Program and client.

MEETING MINUTES

DATE, TIME: Wednesday, March 21, 2018 11:00-12:30pm

LOCATION: Zion Conference Room, 2500 Bates Avenue, Suite B, Concord, CA 94520

ATTENDANCE: Bill Jones, Dr. Wendel Brunner, Jonathan Perales, Robin Heinemann, Teri House, Shayne Kaleo &

ABSENT: Belinda Thomas, Larry Fairbank Sr., Nhang Luong, Jennifer Machado, & Bill Shaw

HCH STAFF ATTENDANCE: Rachael Birch (HCH Project Director), Julia Surges (HCH HPE-A) & Linae Young (HCH Planning & Policy Manager), Mike Myette (HCH Mental Health Supervisor)

PUBLIC ATTENDANCE: Jonathan Russell (Bay Area Rescue Mission) & Joan Carpenter (Supervisor John Gioia Representative)

Welcome & Introduction

- A. Introduction to board members and community members present
 - o Welcome to Jonathan Russell and brief explanation of Board and HCH

Action Item: Approval of February Board Meeting Minutes

Motion

- **Statement:** *I move to approve the minutes from February 2018.*
 - **Motion Made by:** *Wendel Brunner*
 - **Seconds the Motion:** *Terry House*
 - **Discussion:** *None*
 - **In Favor:** *All*
Opposed: *None*
Abstains: *None*
Absent: Belinda Thomas, Larry Fairbank Sr., Nhang Luong, Jennifer Machado, & Bill Shaw
- Motion Result:** *PASSED*

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Mental Health Clinic Specialist Role Description (Mike Myette, HCH MH Supervisor)

- MHCS = Mental Health Clinical Specialist → masters level mental health clinician – ex =
 - Behaviorist – Therapy based
 - Clinical Case Manager – case management work with some therapy
 - different role/responsibilities but share the same MHCS title
 - HCH currently has 3 behaviorist, 2 at CHC2 and Mike and now 1 clinical case manager
 - Gap in team was a support role to do more Case Management and still be Therapeutic
 - Follow people into the community, if someone gets housed we would want this person to help follow up with client and continue care
 - What is the case load?
 - Still in the works, started at the shelters to get her feet wet, especially at Respite. Wants the therapeutic reference that is there
 - Trying to assess the higher need people and seeing where new MHCS can fit in the best without repeating what is already offered by the shelter
 - Do you have an AOD counselor?
 - We currently do not however H3 will be getting a fulltime person at Brookside
 - Leverage Whole Person Care (Community Connect) collaboration → 10 AOD and 10 MHCS that serve some homeless
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HCH Project Director Evaluation (All)

Attachments: PD Goals and Achievements

- Performance Measures:
 - Percentage of compliance reflects the number of patients compliant with goal that have been served by HCH in the measurement year
- Respite where do we want to go with it in the future – want to expand but we cant
 - Respite has 26 beds but is located next to Concord Shelter and Warming Center
 - There is no space to expand this facility specifically but aware growth may be needed, potentially an additional respite facility.
- Needs Assessment
 - Focus of needs assessment
 - Those patients potentially served by HCH and located on the streets
 - Support from PH Epidemiology Department
 - Support from board and local organizations including H3 and BARM

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- Utilize CORE? PIT Count? → using data and theory of H3
- Strategic Plan:
 - Currently working on draft of Strategic Plan to share with board
 - Will need to establish and complete needs assessment to finalize strategic plan

Action Items:

- Establish timeline, resources and responsible people for 2018-2019 goals
- Rachael to give status updates on goal progress
- Respite presentation:
 - Distribution of where respite clients are being referred from
 - Age

Motion

A. **Statement: We, the HCH board, have reviewed, discussed and evaluated the Project Directors goals and achievements. As a result, we the board would like to recognize the Project Director and HCH Program on their outstanding efforts and achievements. We will continue to advise, govern and evaluate the Project Director and Program based on 2018-2019 goals.**

B. **Motion Made by: Wendel Brunner**

C. **Seconds the Motion: Teri House**

D. *Discussion: None*

E. *In Favor: All*

Opposed: None

Abstains: None

Absent: Belinda Thomas, Larry Fairbank Sr., Nhang Luong, Jennifer Machado, & Bill Shaw

HCH Board Evaluation Discussion (All)

- All members agree to board evaluation
- Evaluation Tools:
 - Board member participation in monthly meetings and subcommittee meetings
 - Once a year? Or every 2 years?
 - Board Mission
 - Board Responsibilities vs. Board of Supervisors Responsibilities

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Board Member Discussion (All)

- Introduction to Public Guest: Joan Carpenter (Supervisor John Gioia's Office)
 - Worked for CCC for 20 years, main project was to start a Richmond Task Force for the homeless
 - Homeless advocate to State Assembly and Congressmen Mark Desauliner
 - Government resources and funds to address homelessness
- Review of recruitment efforts
 - West County invitees to this meeting
 - Heinemann, R.
 - City Council member Laura Hoffmeister
 - Mayor of Concord – Edi Birsan
 - House, T.
 - East Suburban Poverty Task Force Meeting on 3/22 at 8am
 - Will share HCH outcomes with force and discuss any interest
 - Antioch City Council Meeting to present on HCH
 - Joan Carpenter–
 - Mayor of Richmond
 - Mayor of San Pablo – Callaway previous experience in MH
 - Running for Assembly – El Cerrito Rochelle Purdue Nurse at Alta Bates
 - Tony Thurman – wrote a bill for Mental Health

Standing Item: HCH Program Updates & Community Updates

- West County CARE Center will be the new Greater Richmond Interfaith Program (GRIP) as of April 1, 2018, 165 22nd Street, Richmond, CA
 - Will transition to POWER program, AOD outpatient
 - CORE to assist with transition during the first week of April
 - GRIP has the capacity for a Warming Center
 - For HCH
 - Power Program – still need HCH at MSC San Pablo for TB and physicals
- HCH Mobile Clinic now at Concord Shelter
 - Monday 8:00-12:00pm, parked on the loading dock near Respite entrance.
- HCH Dental Van to start at Brookside Shelter April 5th!
 - Appointment Only

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- For appointments call 925-646-5016
 - HRSA Site Visit May 8th -10th, 2018
 - Contra Costa Housing Summit – Monday, March 26 8:30 – 2:00pm - \$35
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Standing Item: Future Matters

- HCH Hearing and Resolving Grievances Policy (April)
 - Draft of Strategic Plan (April)
 - Conservatorship Presentation (April?)
 - Warming Center clients
 - Medical assistance after 5 pm
 - Seeing frail cases – have someone come check and do assessment through the warming centers after 5pm. Now default setting is calling an Ambulance
 - Restoration center 24hr location
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Standing Item: Next Meeting and Time

April 18, 2018
11:00-12:30pm
2500 Bates Avenue, Suite B
Zion Conference Room
Concord, CA 9450

Approval of HCH Co-Applicant Board Meeting Minutes from March 21, 2018

Board Chair Signature Wardell Brunner MD

Date 4/18/2018