

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, January 20, 2021 11:00-12:30pm

**LOCATION:** Zoom

**ATTENDANCE:** Dr. Wendel Brunner, Bill Jones, Bill Shaw, Stephen Krank, Jennifer Machado, Nhang Luong, Teri House, Jonathan Russell

**ABSENT:** Michael Callanan

**HCH STAFF ATTENDANCE:** Rachael Birch (HCH Project Director), Linae Young (HCH Planning & Policy Manager), Dr. Joesph Mega (HCH Medical Director), Dr. Ori Tzvieli (HCH Interim Medical Director), Elizabeth Gaines (HCH Nurse Program Manager), Michael Myette (HCH Mental Health Program Supervisor), Alison Stribling (HCH QI Team), & Gabriella Quintana (HCH QI Team)

**PUBLIC ATTENDANCE:** Jill Ray (Rep. from Supervisor Candace Andersen Office)

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#### Agenda Items for Approval and/or Review:

1. *Action Item: APPROVAL – December Meeting Minutes*

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#### Welcome & Introduction

- Call to order & public attendee's introduction.
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**Action Item: Approval of December Board Meeting Minutes**

**Motion**

- A. **Statement: I move to approve the minutes from December 2020.**
  - B. **Motion Made by:** Teri House
  - C. **Seconds the Motion:** Stephen Krank
  - D. **Discussion:** None
  - E. **In Favor:** All  
Opposed: None  
Abstains: None  
**Absent:** Michael Callanan
- Motion Result: PASSED**

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**Standing Item: HCH Services Update**

(Beth Gaines, HCH Nurse Program Manager, Dr. Ori Tzvieli, HCH Interim Medical Director)

1. Vaccine Update

- a. Vaccination has started in Contra Costa County amidst constant changes from the federal government.
  - i. Phase 1A included healthcare workers and staff/residents from congregate settings
  - ii. Currently in Phase 1B starting with people ages 75+ to be followed by those 65-75
  - iii. Next will be frontline workers and congregate setting with outbreak risk but priority will be based on age groups as opposed to occupation.
  - iv. Homeless over 75 are immediately eligible and should expand to the 65-75 group in the coming weeks.
- b. Vaccine hesitancy will be a barrier

*Question from the board: We did refer 65+ folks to register for appointments, are we actually making those appointments?*

- c. We had to backtrack due to not having enough vaccine. Right now interest is being accepted in a couple ways.
  - i. Online form for 65+ to fill out even though 75+ will be prioritized.
  - ii. New phone line to accept inquiries. Since the staffing capacity here is low, it should be reserved for those who struggle with the online process.

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*Question from the board: Can you speak about Kaiser or JM and how they are rolling out their vaccine?*

- d. Kaiser previously had a phone line but wait times were reaching 5 hours so now they are reaching out to their patients via their patient portal. Sutter has a phone call process

*Question from the board: How are unsheltered encampment patients being inoculated?*

- e. We will be using HCH outreach who often goes out with CORE and will be administered by medical professionals as well as ensuring the observation period. Another method would be to arrange transport to one of the multiple existing sites.

*Question from the board: Is there vaccine information in other languages?*

- f. As of right now we only have English and Spanish
  - i. Google Translate is an option to allow the public to read website information.
- g. Many homeless providers have received the vaccine.
  - i. If a homeless provider has filled out the interest form but has not heard back, they are encouraged to reach out.
  - ii. All HCH nurses have been trained on the vaccine.

2. Hotel Updates

- a. Currently doing trips out to encampments if we learn about a + COVID case.
- b. Hotels have low numbers of positive patients.

*Question from the board: Is there an end date [for routine testing]?*

- c. When we get the vaccine, then we may need to shift focus from testing to vaccination. If we are still seeing a surge, we may turn that back around to testing.

3. New Fixed Mobile Clinic Site in Bay Point

- a. In collaboration with JM and their mobile health van which we have worked with at Antioch and Martinez.
- b. Tuesdays we will be at the west Pittsburg community church parking lot.
- c. Officially starting next Tuesday 1/26

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- d. Appreciate networking with Jill to get communication flowing
  - e. Planning to have an additional outreach afternoon in west county to identify fixed encampment sites to visit regularly with our nurse practitioner
  - 4. Medical Director Update
    - a. Will no longer be with CCHS HCH. Dr. Tzvieli to continue as interim MD.
  - 5. MH Updates
    - a. Staff is mostly unchanged from last meeting.
    - b. Expanding out a bit as our clinics also expand.
    - c. Hoping the BH team is sustained over time and even growing
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**Standing Item: Quality Improvement/Assurance & Program Performance Reports**

(Gabriella Quintana & Alison Stribling, HCH QI Team)

- 1. HCH Clinic Productivity Report (*see meeting Presentation for reports*)
  - a. Big picture overview of all the HCH visits in 2020
  - b. Clear change happened in April of 2020 as efforts shifted to Hotel sites.
  - c. At the end of 2020, visits are nearing pre-COVID numbers
- 2. HCH Strategic Plan Update
  - a. Items Completed update
  - b. Addendum Projects:
    - i. Evaluation of productivity in east county sites
    - ii. Planning and oversight jobs postponed to second half of the year as they will require a lot of support from the business intelligence team.
    - iii. Program Finances—Capital plan to support project tracking

*Question from board: Do you feel that delays and additions still reflect your work?*

- c. We did add COVID-19 goals which are actually completed and that would be a good representation of our current work.
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**Board Member Recruitment & Training**

(Jennifer Machado, Chair)

- 1. Reminder to complete trainings as needed
- 2. Prospective members to fill out an application

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- a. Consumer living in CCC who works as a homeless response coordinator in Hayward. Link to Alameda.
- b. CCHS behavioral health employee who is a housing services project manager.
- c. Employee of Pittsburg law enforcement.
- d. Employee at the center for independent living who has worked with the population for over 20 years.

**HCH Program & Board Action Items:**

- Invite prospective members to submit an application
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**Standing Item: Project Director Requests of Board**

1. Review Project Direct 2019-2020 Goals—NEXT MONTH

**HCH Board Action Items:**

- Provide the board with strategic plan as well as Director's project goals.
  - Plan on giving Rachael time to address goals, updates and goals for the future.
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**Standing Item: HCH Program Updates & Community Updates**

1. Winter Nights Parking Lot Program
  - a. Same model we have done before. Feb 1st opening at Church of Nazarene. Just waiting to get staffing in place. 2019-2021 Strategic plan goals and project timeline
2. Project Room Key
  - a. Efforts to transition people out of hotels. Motel 6 will remain, another site may continue until the end of the year. Housing services and case management now being provided at all sites.
  - b. All clients need to be working towards a housing plan with a case manager or housing navigator. If they are doing this and have not denied housing offered they may stay at the hotel. If this is not the case then they will be exited within 30 days.
3. UDS will be submitted on February 15th

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***Standing Item: Future Matters***

1. Project Director Evaluation
  2. 2020 UDS Submission and presentation
  3. Board member recruitment and orientation
  4. Medical Director position
  5. Consumer Feedback
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***Standing Item: Next Meeting and Time***

Wednesday, February 17 2021

11:00-12:30pm

Zoom Call

***Approval of HCH Co-Applicant Board Meeting Minutes from January 2021.***

***Board Chair Signature Jennifer Machado***

***Date 2/17/2021***