

## 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 18<sup>th</sup>, 2023, 11:00-12:30pm

**LOCATION:** Zoom

**ATTENDANCE:** Claude Battaglia, Teri House, Bill Jones, Stephen Krank, Jennifer Machado, Rachna Pandya, Jonathan Russell

**ABSENT:** Wendel Brunner, Michael Callanan

**HCH STAFF ATTENDANCE:** Heather Cedermaz (HCH Lead Provider), Mia Fairbanks (HCH Nurse Program Manager), Gabriella Quintana (HCH QI Team)

**PUBLIC ATTENDANCE:** Jo Bruno, Daisy Gallegos, Dr. Neda Oromchian, JR Wilson

---

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

1. **Action Item: APPROVAL – December Meeting Minutes**
2. **Action Item: REVIEW – 2023 Measure Priorities**

---

### Welcome & Introduction

1. Jo Bruno
  - a. Peer Support Specialist founder of delta peers. Lived experience advisor for council on homelessness.
2. Daisy Gallegos
  - a. APS senior staff assistant managing a few grants, outreach and training, collecting data
3. Dr. Neda Oromchian
  - a. Dentist practicing pediatric dentistry since 1991. Non-profit providing free dental services
4. JR Wilson
  - a. Founder and president of Delta Veterans' Group.

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

**Action Item: Approval of December Board Meeting Minutes**

1. No comments on the minutes.

**Motion**

- A. **Statement:** *I move to approve the minutes from December 2022.*
- B. **Motion Made by:** Jennifer Machado
- C. **Seconds the Motion:** Bill Jones  
*Roll Call Vote:* Each voting member must verbally approve or oppose
- D. **IN FAVOR:** Bill Jones, Stephen Krank, Jennifer Machado, Jonathan Russell  
**OPPOSED:** None  
**ABSTAINS:** Claude Battaglia, Teri House, Rachna Pandya  
**ABSENT:** Wendel Brunner, Michael Callanan  
**Motion Result: PASSED**

---

**Standing Item: HCH Services Update**

(Mia Fairbanks, HCH Management)

1. Weather and Response
  - a. Big response from H3, CORE, did an amazing job getting supplies out
  - b. Expanded shelter capacity
  - c. HCH as a mobile unit, there was concern for vans and wind and flooding
  - d. Mobile clinics were canceled, and we strategized by putting staff in stationary clinics
  - e. Communicated with CORE about sending patients to us
  - f. Back to normal routine now, and haven't had to cancel any of our clinics
2. Clinics
  - a. Starting to go to GRIP beginning Feb 3rd every other Friday
  - b. Met with Trinity to start services again
  - c. Slow getting new clinics up and running due to staffing challenges
3. Staffing
  - a. 2 nurses out on Leave of Absences (LOAs). A couple nurses from school based may come over and help us at HCH
  - b. Not foreseeing impact within our clinics
  - c. SBC nurses already know the vans and the type of work we do.
  - d. May not be able to add services for a couple months

Contra Costa County Health Services

Health Care for the Homeless Co-Applicant Governing Board

- e. Will be hiring for our respite referral nurse. They coordinate any patient entering respite with hospitals etc. Waiting on retirement paperwork to process to get that going.
- f. Mia oriented to the Council on Homelessness!
- 4. Dental
  - a. Looking for a nurse manager replacement
  - b. But they are still out and supporting at respite and BARM for homeless population and school based

---

**Standing Item: Board Member Recruitment & Training**  
(All)

1. Review of current board composition
  - a. Clear underrepresentation of the community we serve.
  - b. Actively expanding and diversifying recruitment to accurately represent the community.
2. Recruitment
  - a. The term “people with lived experience” should be used as opposed to “consumers” when referring to those we serve.
  - b. Discussion about the need for compensation for those serving on the governing board.
    - i. This would enable those with lived experience to participate.
    - ii. Gift cards and financial compensation for time in meetings.
  - c. Next Meeting: review the policies around compensation
3. Board Member Application Review: Daisy Gallegos

**Questions from Daisy:**

*Nhang (former board member) answered most questions related to the board but would like further information on what training and onboard training looks like.*

- a. New members will receive a comprehensive packet detailing trainings, forms, and general program information. They will also be invited to two separate introductory one on one meetings (one with an HCH staff member and one with an HCH Board member).

**Questions from the Board to Daisy:**

*What would prevent you from joining the governing board?*

- b. Commitment and ability to miss meetings if necessary.  
*Meetings are always at the same time on the same 3<sup>rd</sup> Wednesday so planning can be done even a year ahead of time. Other tasks, such as subcommittees are*

Contra Costa County Health Services

Health Care for the Homeless Co-Applicant Governing Board

*put together on a voluntary basis. While no set number of meetings are required, open communication as to attendance is important. The board can dismiss inactive members for prolonged periods of missing meetings.*

**Motion**

- A. **Statement:** *I move to accept Daisy Gallegos as a voting member of the HCH Governing Board.*
- B. **Motion Made by:** Stephen Krank
- C. **Seconds the Motion:** Claude Battaglia  
*Roll Call Vote:* Each voting member must verbally approve or oppose
- D. **IN FAVOR:** Claude Battaglia, Teri House, Bill Jones, Stephen Krank, Jennifer Machado, Rachna Pandya, Jonathan Russell  
**OPPOSED:** None  
**ABSTAINS:** None  
**ABSENT:** Wendel Brunner, Michael Callanan  
**Motion Result: PASSED**

- c. Jennifer Machado to be Board Member point of contact for onboarding.

---

**Standing Item: Quality Improvement**

(Gabriella Quintana, HCH QI Team)

1. Clinic Productivity

- a. Visit count and number of patients seen in 2022 have not yet returned to pre-pandemic levels but show improvement from 2021.
  - i. 7,700 total visits
  - ii. 1,745 total unique patients

*Question from the Board:* How can you tell where we need clinics or don't?

- b. Delta landing is new and was extremely busy and consistently fill a clinic
  - i. Not just the number of patients but the build and getting the word out.
  - ii. Giving time for people to know we are there
  - iii. Time, volume and awareness of what's going on
  - iv. Looking at Baldwin Park clinic critically. It has been low volume, maybe 2 patients per clinic. What do we need to do? Give it a couple months, work with CORE, word of mouth.
  - v. If we give up a bus, it's hard to get back with staffing challenges among mobile clinic operators.
  - vi. Collaborating with Bay Church Showers on Monument or elsewhere.

Contra Costa County Health Services

Health Care for the Homeless Co-Applicant Governing Board

- vii. Parking is an example of a barrier in the city of Concord because constituents can complain. We have been searching a lot in Concord.
- 2. St. Francis of Assisi Parking Lot
  - a. Making sure our bus fits
  - b. Someone can go out and evaluate the site.

---

*Standing Item: Field Trips*

- 1. Hope Solutions
  - a. March or April in the morning.
- 2. Independent Living Resources (Claude)
  - a. Presentation at an upcoming HCH all staff meeting and invite Board members

---

*Standing Item: Community Updates*

- 1. Stand Down on the Delta (JR Wilson)
  - a. Not just for veterans, 2nd day will be open to community to get resources. Excited to offer services to our general public.
  - b. All of our events are open to general public but would like to open dental and vision. Give the message that veterans served our country, and they serve our community. Get homeless or at risk of homeless veterans education on housing and resources
  - c. A stand down is a military term, these were created by Vietnam veterans in San Diego when they come out of combat zone into a safe environment to shower, eat, etc.
    - i. The safe environment at Delta has library, clothing, haircuts, fishing, horses.
  - d. We bring veterans from Oakland, San Francisco, San Jose, and others that can get rides from first student buses.
    - i. Dependents and pets can come
  - e. It's a way to build a community and give purpose. This year it's to serve community as well.
  - f. Dental services from Healing California get volunteer dentists (around 22-23) providing all sorts of services including cleaning, dentures, extractions.
  - g. The February 18-19 event is at Antioch VFW. Half the banquet area is dental and vision. The other half is resources
  - h. We welcome volunteers
  - i. Stand Down on The Delta meetings are open meetings in person and on zoom.

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

---

*Standing Item: Future Matters*

1. UDS Data
2. PD Evaluation

---

*Standing Item: Next Meeting and Time*

Wednesday, February 15<sup>th</sup>, 2023

11:00-12:30pm

Zoom

***Approval of HCH Co-Applicant Board Meeting Minutes from January 18, 2023***

***Board Chair Signature Stephen Krank***\_\_\_\_\_

***Date 2/15/2023***\_\_\_\_\_