



## Health Care for the Homeless Co-Applicant Governing Board

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

**LOCATION:** Walker Room, 1220 Morello Avenue, Martinez, CA 94553

**ATTENDANCE:** Claude Battaglia, Ron Brittain, Michael Callanan, Daisy Gallegos, Mashal Kleven, Stephen Krank, Jennifer Machado, Rachna Pandya, Jonathan Russell

**ABSENT:** Bill Jones, Teri House

**TELEPHONIC:** JR Wilson

**HCH STAFF ATTENDANCE:** Heather Cedermaz (HCH Lead Provider), Mia Fairbanks (HCH Nurse Program Manager), Sara Cortez (HS Administrator), Gabriella Quintana (HCH QI Team), Rachael Birch (Project Director)

**PUBLIC ATTENDANCE:** Jill Ray, Jennifer Quallick

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

1. **Action Item: APPROVAL – September Meeting Minutes**
2. **Action Item: APPROVAL – Annual Budget**
3. **Action Item: REVIEW – QA/QI Metrics**

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#### Welcome & Introduction

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#### Action Item: Approval of September's Board Meeting Minutes

1. Discussion of last month's meeting minutes
  - a. Review comments or suggestions for changes

### **Motion**

- A. **Statement:** *I move to approve the minutes from September 2023.*
- B. **Motion Made by:** Claude Battaglia
- C. **Seconds the Motion:** Ron Brittain  
*Roll Call Vote:* Each voting member must verbally approve or oppose.
- D. **IN FAVOR:** Claude Battaglia, Ron Brittain, Michael Callanan, Daisy Gallegos, Mashal Kleven, Stephen Krank, Jennifer Machado, Jonathan Russell, JR Wilson  
**OPPOSED:** None  
**ABSTAINS:** None  
**ABSENT:** Teri House, Rachna Pandya, Bill Jones  
**Motion Result: PASSED**

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### **Standing Item: HCH Services Update**

Mia Fairbanks (HCH Nurse Program Manager)

1. Staffing
  - a. New outreach nurses
    - i. Finishing up onboarding
    - ii. Working with H3 and CORE for discharge
2. Clinic Updates
  - a. Looking for alternative parking location in Concord
  - b. Possibly 1<sup>st</sup> & 3<sup>rd</sup> Thursdays at Monument, alternating with Baldwin Park
  - c. City of Concord working on strategic plan, hoping for something early next year to continue serving the high need community.
3. Fulton Location Update
  - a. VFW in Antioch able to remain a clinic by relocating the bus to another space in the parking lot.
  - b. Reaching out to city of Antioch for additional locations in the future
  - c. Antioch Amtrak parking lot as a possible locations
4. Delta Christian Community Food Pantry
  - a. Mobile food distribution serving Bethel Island and east county
  - b. Every Tuesday starting in Byron in the AM and Bethel Island ends around
  - c. Possible collaboration shared by Stephen Krank
5. Visual mapping of the county
  - a. H3 Website
6. Resource App – Serenify
  - a. Serving W. Pittsburg and piloting the app
  - b. Developed with veterans in mind
  - c. Case workers trialing to provide feedback

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- d. Invite them to a Governing Board meeting in the future
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**Action Item: Project Director Requests**

(Rachael Birch, HCH Project Director)

1. HCH Budget
  - a. Rachael Intro – PD
  - b. Same allocated amount every year
  - c. NCC annually, but SAC every 3 years
  - d. Straightforward-> allocating to staff salaries
  - e. Most patients are Medi-Cal
2. Total costs of operation
  - a. \$36,706,394
    - i. This is the entire cost to operate the program
    - ii. Majority from medi-cal but gaps are filled with other funding
    - iii. Use of federal funds for allowable staffing salary and benefits (not including non allowable like abortion, gun lobbying, etc)
    - iv. Has anything changed with funding? No

**Motion**


- A. **Statement: I move to approve the Budget as outlined**
- B. **Motion Made by:** Jennifer Machado
- C. **Seconds the Motion:** Rachna Pandya  
*Roll Call Vote:* Each voting member must verbally approve or oppose.
- D. **IN FAVOR:** Claude Battaglia, Ron Brittain, Michael Callanan, Daisy Gallegos, Mashal Kleven, Stephen Krank, Jennifer Machado, Rachna Pandya, Jonathan Russell, JR Wilson  
**OPPOSED:** None  
**ABSTAINS:** None  
**ABSENT:** Teri House, Bill Jones  
**Motion Result: PASSED**

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**Standing Item: Quality Improvement**

(Gabiella Quintana, HCH QI Team)

1. Metric Review
  - a. HRSA
    - i. UDS Roster
      - Dental Sealants
        - 37.5% in Q1-Q2 -> 25% in Q1-Q3

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- ii. HCH Roster
    - Weight assessment & counseling for nutrition & physical activity of children & adolescents
      - 53.3% in Q1-Q2 -> 67.7% in Q1-Q3
    - Low Birth Weight
      - 100% in Q1-Q2 -> 50% in Q1-Q3
  - b. QA/QI Plan
    - i. Offered MAT
    - ii. Percent of HCH patients with an opioid use disorder that were offered buprenorphine or referred to methadone clinic during the reporting year.
      - 65.9% in Q1-Q2 -> 40% in Q1-Q3

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

- 1. Reach out to Jazmin
  - a. Gauge interest

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*Standing Item: **Field Trips***

- 1. Discuss next board meet up
  - a. Mobile Clinic Visit @ Juvie Hall
  - b. All staff in the new year

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*Standing Item: **Community Updates***

- 1. BACS
  - a. Partnership to implement eviction prevention services with legal services
  - b. A great new resource

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*Standing Item: **Future Matters***

- 1. Chair/Vice Chair Nominations
- 2. Board Assessment

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*Standing Item: **Next Meeting and Time***

Wednesday, November 15, 2023



11:00-12:30pm

1220 Morello Ave, Martinez CA

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

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

***Date*** \_\_\_\_\_ ***11/15/2023*** \_\_\_\_\_