



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, February 21st, 2024, 11:00-12:30pm

LOCATION: Yellowstone Room, 2500 Bates Ave. Concord, CA 94520

ATTENDANCE: Claude Battaglia, Michael Callanan, Daisy Gallegos, Bill Jones, Mashal Kleven, Stephen Krank, Jennifer Machado, Rachna Pandya, Jazmin Ridley, JR Wilson

ABSENT: None

TELEPHONIC: Ron Brittain

HCH STAFF ATTENDANCE: Rachael Birch (HCH Project Director), Mia Fairbanks (HCH Nurse Program Manager), Gabriella Quintana (HCH QI Team)

PUBLIC ATTENDANCE: Jill Ray

Agenda Items for Approval and/or Review:

1. **Action Item: APPROVAL – January Meeting Minutes**
2. **Action Item: APPROVAL – Project Director Evaluation**

Welcome & Introduction

Action Item: Approval of January'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 January.*
- B. **Motion Made by:** Daisy Gallegos
- C. **Seconds the Motion:** Jennifer Machado
Roll Call Vote: Each voting member must verbally approve or oppose.
- D. **IN FAVOR:** Michael Callanan, Daisy Gallegos, Bill Jones, Mashal Kleven, Stephen Krank, Jennifer Machado, Jazmin Ridley, JR Wilson
OPPOSED: None
ABSTAINS: Claude Battaglia
ABSENT: Ron Brittain, Rachna Pandya
Motion Result: PASSED

Standing Item: HCH Services Update


Mia Fairbanks (HCH Nurse Program Manager)

- 1. New Clinics
 - a. Hijas del Campo in Brentwood
 - i. First Clinic on Tuesday in Brentwood was definitely successful.
 - ii. Great start, saw 4/5 people. Word of mouth is going around.
 - iii. Partnering with community prevention on CalFresh information and general wrap around
 - iv. Those that didn't qualify were given resources for services.
 - b. Trinity
 - i. Went out to look at Trinity.
 - ii. Looking to get back there, currently assessing the parking situation.
 - iii. Planning on a trial run and adding it back into the rotation.
- 2. Staffing Updates
 - a. Almost full staffed
 - i. We have CHW vacancy and have filled the respite referral nurse.

Standing Item: Patient Story

(Mia Fairbanks, HCH Nurse Program Manager)

- 1. Respite Patient that we used to see in Richmond.
 - a. Significant history of behavioral health
 - b. Hip issues, incontinence, barriers to shelter, eventually able to take a long acting injectable.

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- c. Was initially willing to go to hospital, but unable to accept to respite due to being unsure about managing incontinence.
 - d. Accepted them after being in a tent for 5+ years.
 - e. Some challenges initially but worked with providers and ended up getting housed.

Question from the Board: Who got them housed?

- f. H3 helped them with housing and we can still provide services for up to a year, but only until we have a good transition plan.

Standing Item: Project Director Requests

(Rachael Birch, HCH Project Director)

- 1. Legislative Mandate Review
 - a. Board required to review the updated legislative mandate which only had changes to wording, no content.
 - b. Policy was developed with the help of a health care law firm.
 - c. Official Review/Approval tabled to March.

Standing Item: Quality Improvement & Assurance

(Gabriella Quintana, HCH QI Team)

- 1. UDS Update – Submitted!
- 2. Project Director Evaluation

PD Evaluation Document Attached

- a. Lots of staffing changes, retirements, all CHWs promotional opportunities within the system
- b. Shift for the whole department, interesting year, focus on coordination, collaboration, workflow improvement.
- c. Deferring HCH Representation in Equity workgroups
 - i. Recently revamped website
 - ii. Looking internally at improving workforce, supervision, DEI Roadmap, PH department doing community needs assessment with a contractor which will be a long process starting in March.
 - iii. Just begun as a department to do structured work.
- d. Asks
 - i. Site Visit, approaching it systemically.

Motion

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

Standing Item: Board Member Recruitment & Training
(All)

- 1. Recruitment
 - a. Board can reach out to the police department.
 - i. Used to have Concord PD community person, Sean Ray
 - ii. Other ideas include San pablo PD.
 - b. Hospital including Kaiser Richmond, JM Concord, CCRMC,
 - c. Location of the meeting is a challenge.
 - d. But even if not members, they can still listen and provide input.

Standing Item: Field Trips

- 1. Discuss next board meet up
 - a. Friday mornings can be a challenge.
 - i. 4th and 5th Fridays are more feasible.

Standing Item: Community Updates

- 1. Stephen Krank – St. Vincent DePaul
 - a. Nicolla, Ernesto and Dianna, went to Bethel Island for an assessment.
 - b. Dental first, cal fresh second
 - c. Delta food group, opportunities to go down the line.
 - d. They don't know much about the population.
 - e. Organizing a training on Narcan (will send link to state link for free Narcan distribution)

Question from the Board: Do we have PIT count results yet?

2. We will probably have some preliminary PIT Count data in the late spring.
3. Hope Solutions
 - a. Adult permanent supportive housing expanding
 - i. 16 additional units (6 seniors) for chronically homeless disabled individuals.
 - ii. Applicants referred through coordinated entry of care.

Standing Item: Future Matters

1. Legislative Mandate
2. UDS Review

Standing Item: Next Meeting and Time

Wednesday, March 20th, 2024

11:00-12:30pm

1220 Morello Ave, Martinez CA

Approval of HCH Co-Applicant Board Meeting Minutes from February 21, 2024

Board Chair Signature _____ ***Stephen Krank*** _____

Date _____ ***3/20/2024*** _____