

## Minutes of the Monthly Meeting of the Health Care for the Homeless (HCH) Co-Applicant Board January 12, 2021 | 3:00 pm

**Location of Meeting:**

*The January meeting of the HCH Co-Applicant Board was held by Microsoft Teams/telephone due to the Coronavirus Pandemic affecting the State and Nation. As a result, all votes were conducted by roll call to ensure a clear understanding of the vote.*

**Present at Meeting:**

Name	Attendee Type	On Call
Valerie Leonard	Board Member	<input type="checkbox"/>
Dianne Clarke	Board Member	<input type="checkbox"/>
Lauren Grimsland	Board Member	<input checked="" type="checkbox"/>
Sandra Grosvenor	Board Member	<input checked="" type="checkbox"/>
Lt. Zachary Haisch	Board Member	<input checked="" type="checkbox"/>
Danielle Husband	Board Member	<input checked="" type="checkbox"/>
Sheila Lopez	Board Member	<input checked="" type="checkbox"/>
Jennifer Post	Board Member	<input checked="" type="checkbox"/>
Helen Rhymes	Board Member	<input type="checkbox"/>
Maxine Booker	Board Member	<input type="checkbox"/>
Michael Roscoe	Board Member	<input type="checkbox"/>
Susan Finlaw-Dusseault	Board Member	<input checked="" type="checkbox"/>
Kathy Neumann	Board Member - Alternate	<input type="checkbox"/>
Sandnes Boulanger	Board Member - Alternate	<input type="checkbox"/>
Melissa VanBruggen	Staff/Community Member	<input type="checkbox"/>
Rhonda O'Brien	Staff/Community Member	<input checked="" type="checkbox"/>
Dr. Chitra Ravindra	Staff/Community Member	<input checked="" type="checkbox"/>
Karen Yatchum	Staff/Community Member	<input type="checkbox"/>
Elisa DeGregorio	Staff/Community Member	<input checked="" type="checkbox"/>
Meghan Westbrook	Staff/Community Member	<input checked="" type="checkbox"/>
Lisa Carrillo	Staff/Community Member	<input type="checkbox"/>
Gerni Oster	Staff/Community Member	<input checked="" type="checkbox"/>
Lauren Koen	Staff/Community Member	<input type="checkbox"/>
Ruby Bernard	Staff/Community Member	<input checked="" type="checkbox"/>
Trish Mandakunis	Staff/Community Member	<input type="checkbox"/>
Jeanie Vaughn	Tarpon Springs Shepherd Center	<input checked="" type="checkbox"/>
Kathleen Johansen	Tarpon Springs Shepherd Center	<input type="checkbox"/>

The regular meeting of the HCH Co-Applicant Board was called to order at **3:07 pm**.

**I. Chairman’s Report**

1. **Conflicts of Interest:**

No conflict of interests at this time.

2. **Approval of Minutes:**

Motion/Vote to accept the Co-Applicant Board Minutes from the meeting on December 12, 2020 Meeting:

<b>Member/Alternate</b>	<b>Motion</b>	<b>Second</b>	<b>Yay Vote</b>	<b>Nay Vote</b>	<b>Abstain</b>
Lauren Grimsland	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sandra Grosvenor	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lt. Zachary Haisch	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Danielle Husband	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sheila Lopez	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jennifer Post	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Susan Finlaw-Dusseault	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

3. **Medical Executive Committee Mtg Minutes**

There was no Medical Executive Committee Meeting held this month.

4. **Co-Applicant Board – New Members/Recruitment/Resignations:**

None at this time. Elisa DeGregorio introduced Jeanie Vaughn with the Tarpon Springs Shepherd Center.

5. **Unfinished Business/Follow-Up:**

None

**II. Governance/Operations**

1. **Tarpon Springs Shepherd Center:**

The van is scheduled to go up on the first Monday in February to the Shepherd Center. Staff are working with Shepherd Center staff to get clients enrolled in the Blue Card. Once telehealth is up and running, we will be on-site one day a month and services will be supported via telehealth.

2. **Operational Site Visit Update:**

Elisa DeGregorio reported that the visit is confirmed for March 9-11, 2021. Officially scheduled with HRSA. It may require moving the Board meeting to accommodate the reviewer’s attendance. We have heard from the lead reviewer and are working to set a schedule. It is anticipated that staff will have more information regarding the scheduling for the February meeting. This visit will be virtual, and all documents need to be uploaded for review (in advanced and during the review). They will also be doing a virtual tour of the sites.

3. **Bayside Expansion/Generator Update:**

Elisa DeGregorio shared that there are two Capital projects in process:

1) Generator = 2018 grant – received in 2018 which ultimately determined would be used to replace the generator, which was initially only installed to provide minimal backup to the clinic to allow for powering down. This project was completed and the new generator that will allow for more power has been installed and staff are working to closeout this grant.

2) Bayside Expansion = 2020 grant – related to emergency preparedness. Will be expanding the clinic by about 1200 square feet over the next three years. Staff have been working to submit all the terms and conditions of the grant. 2 of the 5 conditions have been lifted. We anticipate having construction documents by the end of February. If things go as anticipated construction could begin in July.

4. **Telehealth Updates:**

Testing has been occurring. We have a previous provider Dr. Lynn Thykeo-Hicks who will continue with the HCH program as a telehealth provider. There continue to be connectivity issues (clinic and provider) that staff are working to resolve. Conversations have begun with Daystar as a second virtual site within the County. Jane Walker, Daystar, was interested in offering space for this virtual access to HCH.

5. **Staffing/Vacancies Update:**

Ruby Bernard shared there are five (5) vacancies. One staff, Med. Asst., coming on board at the end of January. Have interviews this week for medical support worker. They continue to schedule interviews for the various vacancies.

6. **MMU/Bayside Clinic Calendar:**

The van has been up and running. HCH staff are looking for space at sites for when the van is out to see patients. They have identified spaces in South County. Monday, January 18<sup>th</sup> there will be no services due to a State/County observed holiday.

7. **Patient Satisfaction Survey Results/Benchmarks:**

Gerni Oster shared the Patient Satisfaction Survey results. Questions 1-5, 7, 9, and 10 were 100%, Questions 6 and 8 were still above target. Elisa noted the survey responses have dropped and inquired if there were any challenges. Ruby noted the holidays and the van being down as possible reasons.

III. **Fiscal**

1. **Notice of Awards:**

Elisa DeGregorio reported that one new Notice of Award was received by the health center (NOA C13CS32072-01-08) that reflects the approval to extend the CARE Disaster Capital grant (generator) and project period end date from 12/31/2020 to the new date of 02/28/2021. While we were on track to closeout, the project officer reached out and asked. We were approved to extend it out. Everything is has been completed, however, this will allow for processing of invoices, etc. for closeout.

A motion was made to accept the extension by Lt. Zach Haisch and was seconded by Susan Finlaw-Dusseault.

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain
------------------	--------	--------	----------	----------	---------

Lauren Grimsland	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sandra Grosvenor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lt. Zachary Haisch	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Danielle Husband	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sheila Lopez	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jennifer Post	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Susan Finlaw-Dusseault	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

2. **New Funding Opportunities:**

No new opportunities at this time.

**IV. Clinical**

1. **COVID-19 & Homeless:**

Ruby Bernard shared there have been around 200 clients go through the hotel program. Ruby apologized she did not have a detailed update in Melissa’s absence. Elisa DeGregorio shared HCH is working to enroll into the Vaccines for Adults Program through the Department of Health’s FL Shots program to allow for access to COVID vaccinations. The current order from the Governor has restricted vaccine distribution to those 65-years of age and older, which the health center has a limited number of clients actively enrolled above 65. The clinic is awaiting expansion of the priority populations.

Susan Finlaw-Dusseault shared she is part of a workgroup working to develop a plan with respect to vaccinating homeless individuals throughout Pinellas. They are developing a strategy to connect with these individuals for vaccinations.

2. **HCH Client Trend Reports**

**Medical:** Unduplicated patients. 94 for the month (33 van sites; 61 Bayside) – annual total is 1,903 (appr. 64% of the goal of 2,979). Last year the HCH program served 2,951 unique individuals.

**No-Show Rates:** 22% No Show Rate overall 23% for Bayside Clinic

**Dental:** 715 dental clients 2020, 556 seen at Bayside – noted that dental was restricted for a while.

**V. Other Updates**

1. **HCH Monthly Email Newsletter:**

Sending out information as we get it. Noted that the clinic has flu vaccinations and is working to connect with COVID vaccines for clients as soon as possible.

**VI. New Business:**

Lt. Haisch inquired if staff would be able to access vaccines once the clinic has them. Susan shared they are advocating at the state level that direct service providers are included in the distribution of the vaccine. DOH staff had the opportunity to be vaccinated, quite a few have already been vaccinated.

Discussion around enrollment figures and Elisa indicated that there are individuals that have a blue card, but do not have a qualified medical encounter and staff work to engage them in services.

Ruby inquired if the report detailed if the person is no longer in Pinellas County? Or if they have passed away? Not that have this level of detail. Ruby noted the numbers continue to decline. Susan noted HLA was down almost 2000 unduplicated residents in the last count (Oct-Dec) of 2020. Some shelters were not taking intakes and census were decreased due to social distancing guidelines. Lauren noted HEP is still not taking in the numbers they were bringing in prior to COVID and most are coming from Bay Pines. Lt. Haisch noted they are running about 50% capacity. Those that are staying are not interested in taking advantage of the services available to them. Jeanie noted the Shepherd Center the clients that get notifications to renew, but do not know where to begin and until a client approaches staff for help, they will not know.

The meeting was adjourned at **3:50 pm**.

The next meeting will be held at **3:00 pm on Tuesday, February 9<sup>th</sup>, 2021**.