

# Minutes of the Monthly Meeting of the Health Care for the Homeless (HCH) Co-Applicant Board April 14, 2020 | 3:00 pm

**Location of Meeting:**

*The April Mtg of the HCH Co-Applicant Board was held by telephone only due to the County and State’s Safer At Home Orders 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.*

Phone Call 727-582-2255 718007#

**Present at Meeting:**

Name	Attendee Type	On Call
Dianne Clarke	Board Member	Yes
Lauren Grimsland	Board Member	Yes
Sandra Grosvenor	Board Member	Yes
Lt. Zachary Haisch	Board Member	
Danielle Husband	Board Member	
Valerie Leonard	Board Member	
Sheila Lopez	Board Member	
Jennifer Post	Board Member	
Helen Rhymes	Board Member	Yes
Maxine Booker	Board Member	Yes
Kathy Nuemann	Alternate	Yes
Michael Roscoe – AHCA	Guest – Board Interest	Yes
Ellen Block	Gues/Community Member	Yes
Melissa VanBruggen	Staff/Community Member	Yes
Rhonda O’Brien	Staff/Community Member	Yes
Dr. Chitra Ravindra	Staff/Community Member	No
Karen Yatchum	Staff/Community Member	No
Elisa DeGregorio	Staff/Community Member	Yes
Meghan Lomas	Staff/Community Member	Yes
Lisa Carrillo	Staff/Community Member	Yes
Gerni Oster	Staff/Community Member	Yes
Lauren Koen	Staff/Community Member	Yes

The regular meeting of the HCH Co-Applicant Board was called to order at **3:02 pm**.

**Chairman’s Report**

**1. Conflicts of Interest:**

No conflict of interests at this time.

**2. Project Director Evaluation:**

Elisa DeGregorio reminded members to complete the Project Director evaluation for Karen Yatchum. Elisa reported that she had three or four out of ten responses. Dianne Clarke requested if Elisa could let her know if she completed it.

3. **Approval of Minutes:**

**Motion/Vote to accept the Co-Applicant Board Minutes from the meeting on March 10, 2020:**

Member	Motion/Second	Vote
Dianne Clarke		Yes
Lauren Grimsland	Second	Yes
Sandra Grosvenor		Yes
Helen Rhymes	Motion	Yes
Maxine Booker		Yes

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

Welcome to Michael Roscoe, a general attorney with AHCA based out of St. Petersburg. This is Mr. Roscoe’s first meeting and has expressed an interest in joining the board. A copy of his application and resume will be provided to the Board for consideration at the May meeting.

5. **Medical Executive Committee Minutes:**

**Motion/Vote to accept the Medical Executive Committee Minutes dated 3/30/2020.**

Member	Motion/Second	Vote
Dianne Clarke		Yes
Lauren Grimsland		Yes
Sandra Grosvenor		Yes
Helen Rhymes	Motion	Yes
Maxine Booker	Second	Yes

Rhonda recommended the Board the 14 initial and re-appointments .

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

i. **Update on Tarpon Springs Shepherd Center Program**

Ellen Block with the Tarpon Springs Shepherd Center provided an update on the Shepherd Center progress. The food pantry is still open 4 days per week with many new people. About 4 clients on campus. Homeless are less likely to connect with other clients on the site, still keeping connected through their dining areas. No clients coming into the facility. Things are done through the door with precautions in place. Cabinetry is in and some landscaping done. Still serving clients and providing food. Food sources and supplies are getting to be major concerns. Keep up the good work everyone sure does need us. Dianne thanked Ellen for all her hard work, as a community member. She will pass it on.

**Governance/Operations**

1. **Strategic Plan – Final Draft Review:**

Elisa shared the last two objectives – Health Equity and Workforce have been finalized. QI Team and Quality Assurance at HS worked to develop and finalize these objectives.

- p 19 = Health Equity Objective – decrease Black/White disparities within diabetes population by 10%.
- Workforce objective working with DOH to establish a two year training plan for staff – survey staff to determine training needs and opportunities.

Elisa will be adding language in the beginning of the document to noted the challenges COVID-19 may have on our targets and strategies.

The Board was given the opportunity to take it back and review or to vote on today. The Board was all felt comfortable with the document and agreed to vote today.

**Motion/Vote to approve the strategic plan with additional language added regarding the Covid pandemic and it's impact on the health center's strategies.**

Member	Motion/Second	Vote
Dianne Clarke		Yes
Lauren Grimsland	Motion	Yes
Sandra Grosvenor		Yes
Helen Rhymes	Second	Yes
Maxine Booker		Yes

**2. Staffing/Vacancies Update:**

Melissa VanBruggen noted DOH is not currently in a heavy recruitment period. Key vacancy is the Program Manger position – Melissa is actively recruiting but does not have any candidates. Posting is open through the rest of this month. Staff from the school-based clinics have been helping out as needed. Support staff and medical staff that have been displaced have been doing well filling the gaps.

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

Looks different for April. Melissa noted there are generator concerns. Scheduled to be offline with the mobile unit through next week (April 24). DOH is providing more acute services in person. Not doing routine in-person, but handling by phone. If patients have urgent needs they will see them. One patient tested at Bayside clinic. Dianne inquired criteria for testing. Melissa responded that DOH is following the same guidelines as all DOH sites – high priority patients – symptomatic, hospitalized, health care workers, congregate living (homeless, long term care). Melissa noted for our population if they are homeless and have symptoms they will test them.

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

Gerni Oster presented the Survey data. The clinic received 14 Established patients at Bayside. Van surveys are on the van – which is in the shop for service. The Bayside surveys were positive. Two new patient surveys, all positive.

**Fiscal**

**1. Notice of Awards:**

Two new notice of awards: The first, dated 3/19/2020 – initial funding \$58,607 – can be used to cover any expenses to prevent, prepare for or respond to COVID-19. The second notice, dated 4/3/2020 provides \$626,255 from the CARES Act. In total \$685,000 to prepare for/respond to COVID and how it is impacting our health center.

**Motion/Vote to accept both notice of awards.**

Member	Motion/Second	Vote
Dianne Clarke		Yes
Lauren Grimsland	Motion	Yes
Sandra Grosvenor		Yes
Helen Rhymes		Yes
Maxine Booker	Second	Yes

Discussion on Options for funding:

Elisa shared some ideas from discussions between the County and the Department of Health including supporting staff from the schools that have been filling in at the clinic to cover vacancies, van generator replacement, replace the van before the scheduled FY2021 van replacement, balancing if we should repair or replace before a full van replacement. Is there anything that can be done to retrofit the van to mitigate COVID while the van is offline – PPE, as it becomes available – telehealth, fast tracking telehealth and setting up for future uses. Would like to open up to the board for ideas to support this population.

Ellen Block spoke as an Outreach manager – she noted the word “pandemic” and believes what is needed is the Van – a new unit immediately – there should be no question in moving that up. Two – telehealth, they have implemented telehealth – even though they struggle, this is connecting people. These are two immediate needs.

Helen Rhymes noted that everyone that is not homeless are having our appointments via telehealth. After hearing Ellen speak she noted that working in government it is difficult to get funds moving quickly. What is the timeline with respect to the new van. Elisa noted within FY21 working with DOH on the specifications for the RFP – inquired with Melissa and that is appropriate of a timeline. She noted she would like to see those that work on the van to be as protected as possible. She likes the idea of barriers. Dianne asked if any funds have been budgeted for the van services. Per Elisa, no the repairs are not budgeted and are done as needed. The budget resources are focused on a new van.

Dianne noted the way we do healthcare has changed forever. We need to consider the van and including that it is built for protection. Telehealth infrastructure that can be built only provides us the foundation for the future. Elisa added the van could be used for any vaccine dispensing location for the long term. Ellen Block noted for full disclosure she has her interest in the Shepherd Center to get the van up North County. She will continue to push for this.

Helen noted if there was any way to ramp timelines up ensure the retrofitting of the old van and then having to do both. Telehealth is huge, but how do we get that to people on the street.

Lauren Koen noted that with the clinic telehealth would be beneficial to more than just COVID clients, but some of our current clients that have the struggles to get into the clinic (i.e., risking infections, etc.

Elisa reiterated the board’s two primary desires to get the van out ASAP and how to set the van up safely for the staff members. Melissa noted the thing they have to pay attention to is PPE availability. Secondly, as it relates to telehealth, Pinellas HS has received a couple proposals and quotes for equipment and services that would allow us to do Primary Care telehealth.

Dianne inquired if the Board would be kept abreast of what funds are spent on. Elisa confirmed yes.

**2. New Funding Opportunities:**

**CADRE:** This was briefly discussed at the last Board meeting. At the time, the thinking was more along the lines of Hurricane related types of projects. Having read the opportunity, this one allows for an expansion of the Bayside Clinic’s footprint. While many of the other opportunities do not allow for physical expansion, this fits with our disaster planning. We are putting together a proposal to expand the clinic by appr. 3 exam rooms that can be fitted for zero pressure, and retrofitting current space for additional wrap around services. If we were able to expand we would like to be able to expand the services available at the clinic. We are in conversation with the architect to see how big, which side, and how we can grow. Dianne noted that she would like to look at the waiting room. Elisa noted, yes we were considering a second entrance that could be dual purpose. Isolation for an event such as this, or dental in normal times. Up to \$1M available in funding.

**Motion/Vote to submit the grant application, up to \$1M to expand the Bayside Health Clinic.**

Member	Motion/Second	Vote
Dianne Clarke		Yes
Lauren Grimsland	Second	Yes
Sandra Grosvenor		Yes
Helen Rhymes		Yes
Maxine Booker	Motion	Yes

**Clinical**

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

Melissa noted 494 current positive Pinellas Cases – 14 deaths in Pinellas. Floridahealthcovid19.gov has information and case counts are updated twice daily. There is a county-by-county dashboard. Looking at late-April for a peak. Expecting the safer at home orders to mitigate and reduce the predicted death toll. Looking how to expand testing to reach those that cannot easily be reached. Get to those that can’t get to us. DOH is working with HS on a hotel program for homeless isolation. Testing results are coming back quickly.

Dianne noted she hears a lot about the lack of availability for testing – she noted long wait times for test results, clients/staff getting tests. Melissa noted they do have tests available “today” they continue to work to order more. The priority populations that meet criteria to go to the state lab have a 2 day turnaround. Rapid testing just started this week. Hospitals can do in-house rapid testing. Maxine inquired about testing over the weekends would help. Possibly Saturday at the health department – schedule should be coming soon.

**2. HCH Client Trend Reports:**

**Medical:** Melissa noted the numbers began to decline during March and are continuing into April. There is a statewide order stopping non-emergency dental procedures. Gernie Oster presented the monthly trend reports with the monthly cumulative unduplicated patients total of 1071 through March 2020.

**No-Show Rates:** The March No-Show rate was reported at 22% with the YTD cumulative no-shows at 23%.

**Dental:** The health center has seen 391 unduplicated patients YTD. As mentioned earlier, the Governor/State has ordered no dental procedures to be conducted except for emergencies only. Dianne noted that as a provider she expects to see the trend moving down. Lauren Koen noted this population is tending to stay away as well and not go in if they don't need to.

### **Other Updates**

#### **HCH Monthly Email Newsletter:**

Elisa shared the April newsletter. There were a few interim newsletters in March. She noted the County Social Action Funding opportunity is open now.

#### **New Business:**

No new business.

Dianne thanked the County and Department of Health for keeping everyone in the community up to date and transparent with the information that we have. Thank you for your support and information. We just need to keep at the efforts. Thank you to everyone who is here and serving the community. Elisa thanked everyone for their time.

The meeting was adjourned at **4:20 pm**.

The next meeting will be held at **3:00 pm on Tuesday, May 12, 2020, at JWB.**