

Minutes of the Monthly Meeting of the Health Care for the Homeless (HCH) Co-Applicant Board September 8, 2020 | 3:00 pm

Location of Meeting:

The September meeting of the HCH Co-Applicant Board was held via Microsoft Teams 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.

Join Microsoft Teams Meeting

[+1 813-644-3116](tel:+18136443116) United States, Tampa (Toll) / Conference ID: 122 952 519#

Present at Meeting:

Name	Attendee Type	On Call
Dianne Clarke	Board Member	<input checked="" 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 checked="" type="checkbox"/>
Maxine Booker	Board Member	<input checked="" type="checkbox"/>
Michael Roscoe – AHCA	Board Member	<input checked="" type="checkbox"/>
Ellen Block	Board Member	<input type="checkbox"/>
Susan (HLA)	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 checked="" 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"/>
Trish Mandakunis	Staff/Community Member	<input checked="" 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 checked="" type="checkbox"/>
Gerni Oster	Staff/Community Member	<input checked="" type="checkbox"/>
Lauren Koen	Staff/Community Member	<input type="checkbox"/>
Mohamad "Mo" Hallock	Staff/Community Member	<input type="checkbox"/>
Ruby Bernard	Staff/Community Member	<input checked="" type="checkbox"/>
Anna Alvarez	Guest – Advent Health	<input checked="" type="checkbox"/>
Clark Scott	Guest – County Staff Member	<input checked="" type="checkbox"/>

The regular meeting of the HCH Co-Applicant Board was called to order at **3:06 pm**.

1. Chairman’s Report

- **Conflicts of Interest:**
No conflict of interests at this time.
- **Approval of Minutes:**
Motion/Vote to accept the Co-Applicant Board Minutes from the meeting on August 11, 2020:

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"/>
Dianne Clarke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lt. Zachary Haisch	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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"/>
Danielle Husband	<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"/>
Helen Rhymes	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael Roscoe	<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"/>
Susan Finlaw-Dusseault	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Maxine Booker	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion to approve the minutes was **unanimously** approved, with one member abstaining from the vote due this being her first Board meeting.

- **Co-Applicant Board – New Members/Recruitment:**
Welcome Susan Finlaw-Dusseault!
- **Medical Executive Committee Minutes, August 25, 2020**
Rhonda shared that three FDOH employees were referred for medical privileges and approved.

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"/>
Dianne Clarke	<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 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"/>
Danielle Husband	<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"/>
Helen Rhymes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael Roscoe	<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"/>
Maxine Booker	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Susan Finlaw-Dusseault	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion to approve the minutes was **unanimously** approved.

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

Elisa suggested that the request from the Tarpon Springs Shepherd Center to receive MMU services be removed from the agenda this time, since we have not heard back from them regarding this request.

2. **Governance/Operations**

- **Operational Site Visit**

Elisa provided a brief overview of HRSA's operational site visit process, which occurs once every three years. Our program was scheduled for a site visit in July; however, it was postponed due to COVID. The County team spoke with the project officer several weeks ago, provided feedback on how we felt about participating in a virtual visit and requested 8 weeks preparation time should we be selected. The project officer notified us this week that we have not been selected for the first round of virtual visits and that they will follow up with us again in 2021. We will continue to move forward with preparations in the meantime.

- **PCHM Annual Reporting**

Elisa is working closely with USF to complete the annual reporting prior to the September 25, 2020 due date. It is approximately 99% complete with only one or two outstanding items left. There are no foreseeable issues with completing it on time.

- **Staffing/Vacancies Update:**

Melissa shared DOH continues to be busy with recruitment and staffing. Two nurses were onboarded for COVID response and testing. They are in the process of interviewing for two clerical staff members to support the COVID nurses. A new medical assistant LPN was onboarded, and two new nurse practitioners will be starting later this month. They are still recruiting for a PREP navigator.

- **MMU/Bayside Clinic Calendar:**

As of today, the MMU van is back in the shop for service. It is anticipated to be offline for the remainder of the week and will hopefully back online next week.

- **Patient Satisfaction Survey Results/Benchmarks:**

Gerni shared the survey responses from 15 established patients and walked through each question and result. Scores were over the target for #1-8 and 10. Question 9 was slightly under the target.

Five (5) new patients surveyed in August. All responses were "Yes." Great feedback in the comments.

3. **Fiscal**

- **Pinellas County Budget Presentation / HCH Program**

Clark Scott from the County presented how the HCH budget fits into the County's Budget since the Board of County Commissioners will be approving the FY21 Budget soon. The QI/IBHS grant award notification came late so it will be supplemented into the budget after it is adopted. One of the bigger changes this year is the specialist non-contract for homeless client share. Previous years did not have this in the budget, so we are anticipating those costs ahead of time. The decrease in costs for other contractual services is due to CARES Act & supplemental funding from HRSA in FY20,

which may carry over into FY21 if not expended. Clark noted that the increase in intergovernmental risk cost may be a mistake and that he will be following up to confirm the amount.

- **Notice of Awards:**

Elisa presented the combined FY20 Quality Improvement (\$65,000) and Year 2 Integrated Behavioral Health Services (\$167,000) for a total of \$232,552.

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Dianne Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Maxine Booker	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Susan Finlaw-Dusseault	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion to approve the notice of award was **unanimously** approved.

Elisa presented the Capital Assistance for Disaster Response & Recovery Efforts (CADRE) FY20 Award for \$811,861, to include the blue print for the planned 1,251 square foot expansion of the Bayside Health Clinic.

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"/>
Dianne Clarke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lt. Zachary Haisch	<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"/>
Danielle Husband	<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"/>
Helen Rhymes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael Roscoe	<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"/>
Maxine Booker	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Susan Finlaw-Dusseault	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion to approve the notice of award was **unanimously** approved.

- **Budget Period Progress Report**

The annual submission for next year's funding is due by October 9, 2020. Elisa is currently working with partners on finalizing budgets. The report is not ready yet, so she will be emailing it to the Board for review and approval soon since the submission deadline is before the next scheduled meeting.

- **New Funding Opportunities:**

No new opportunities currently.

4. Clinical

- **COVID-19 & Homeless:**

Melissa shared that COVID numbers are still trending in the right direction. We have just over 20,000 cases overall in Pinellas County. The positivity rate remains low at 3%, which is great since our peak was at 13-14%. With the reopening of schools, DOH's focus has been on group settings. There are lots of students and staff quarantined right now, so they should know more in the next week or two what impact school reopening will have and if cases appear to be isolated or widespread.

We've had a few cases here and there within the homeless population, but no outbreaks. We haven't had anyone in the isolation hotel for a few days now, so things are trending in the right direction.

They are still somewhat limiting medical and dental visits Bayside Health Clinic, which is currently the only COVID-related impact there.

- **HCH Client Trend Reports**

Medical: Unduplicated patients 114 new this past month; 321 qualified medical encounters.

No-Show Rates: 22% no show rate YTD. 25% for August, which has been consistent.

Dental: 98 unduplicated dental patients seen at Bayside for 192 encounters.

I. Other Updates

1. **HCH Monthly Email Newsletter:**

Elisa DeGregorio provided a copy of the September Newsletter. Nothing new, continue to push out any new resources available.

2. **New Business:**

No new business.

The meeting was adjourned at **3:48 pm**.

The next meeting will be held at **3:00 pm on Tuesday, October 13th, 2020**.