

**Minutes of the Monthly Meeting of the
Health Care for the Homeless (HCH) Co-Applicant Board
October 13, 2020 | 3:00 pm**

Location of Meeting:

The October 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 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 type="checkbox"/>
Jennifer Post	Board Member	<input type="checkbox"/>
Helen Rhymes	Board Member	<input checked="" type="checkbox"/>
Maxine Booker	Board Member	<input type="checkbox"/>
Michael Roscoe	Board Member	<input checked="" 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 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"/>
Ruby Bernard	Staff/Community Member	<input checked="" type="checkbox"/>
Trish Mandakunis	Staff/Community Member	<input type="checkbox"/>

The regular meeting of the HCH Co-Applicant Board was called to order at **3:04 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 September 8, 2020:

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain
Dianne Clarke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Danielle Husband	<input type="checkbox"/>	<input checked="" 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"/>
Maxine Booker	<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"/>
Susan Finlaw-Dusseault	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

3. Medical Executive Committee Mtg Minutes

Rhonda shared the providers approved for credentialing and the DFL procedure was recommended.

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain
Dianne Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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 type="checkbox"/>	<input type="checkbox"/>	<input 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 checked="" 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"/>
Michael Roscoe	<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.

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

No applications this month.

5. Unfinished Business/Follow-Up:

– None this month.

II. Governance/Operations

1. Policy & Procedure Manual Updates:

Karen presented the updates to the Board, Executive Salary changed, but no significant changes.

This is an annual updated

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain
Dianne Clarke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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 type="checkbox"/>	<input type="checkbox"/>	<input 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 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"/>
Michael Roscoe	<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 was **unanimously** approved.

2. **Covid/CARES/ECT Progress reports:**

Elisa presented the three reports regarding COVID dollars: 1st – supports homeless isolation and quarantine. 2nd – larger amount – moving along and have had some changes to the proposal and working on budget mods as we move forward. Mostly includes telehealth efforts – virtual visit software being implemented. Should have virtual appointments in the next month or so and looking at locations throughout the county for individuals to access sites throughout the Count. 3rd – testing grant supports additional DOH staff and testing capacity at Bayside clinic – details in reports. No approval necessary – just FYI

3. **Patient Centered Medical Home (PCMH):**

Karen shared 9/14 we submitted for reconsideration, we were ahead of the deadline – received an extension from NCQA because of delays in the process – review will be finalized and anniversary date will be 12/24/20 – provides NCQA time to do full review.

4. **Staffing/Vacancies Update:**

Melissa VanBruggen shared.

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

Karen shared last week a mass message was sent out to HCH clients – text message/push notification re: flu vaccination – Ruby noted increases and flu vaccines began yesterday.

Lt Haisch is trying to determine if clients should be directed to Bayside for Flu shots – yes, just doing walk-ins now.

MMU Team will be offering flu vaccine at Pinellas Hope tomorrow.

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

Gerni Oster shared established patients – 24 surveys received – she walked through the responses. 7 surveys received from new patients with positive responses.

III. **Fiscal**

1. **Notice of Awards:**

No new Notices.

2. **Budget Period Progress Report (BPR):**

Submitted on the 9th. Non-competing continuation – completed copy included in packet. Motion to accept submission of this report. Lt. Haisch noted microphone issues and utilized the chat feature of Teams.

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain
Dianne Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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 type="checkbox"/>	<input checked="" 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"/>
Maxine Booker	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael Roscoe	<input checked="" 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 was **unanimously** approved.

3. **New Funding Opportunities:**

No new funding opportunities.

IV. Clinical

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

Ruby shared 3.8% increase in Pinellas County – positivity rate is trending down. Coordinating with shelters to do flu vaccines in the shelters – contacted a few so far since receiving the vaccinations. One staff member from COVID team resigned – two new staff coming on Oct 30th – implemented our STD testing as of yesterday, for medical and dental visits – less limiting of appointments due to impact of COVID.

Karen shared, the clinic is in the process of purchasing and securing a tent for the back side of Bayside – looking at quotes at the moment – looking to close off the tent and secure it – would be for a testing site. The current COVID flow requires a client to be tested is taken into an office and the process is difficult. The tent will mitigate this. The hotel flow is a process that is timely and the issue presents concerns if more than one individual comes for COVID testing at any given time. Karen noted this should be rolled out this month. Dianne suggested bathroom access as PAR has run into that issue at their facility. Karen noted recent conversation – they use the restroom in the facility with a cleaning process. Homeless hotel flow has gone well and served over 100 clients and the partnership has been great and the flow going since March.

Dianne shared PAR had an opportunity to “use” the system recently and she shared how wonderful DOH and the team were making the transition and she noted how smooth the process was and thanked everyone.

2. **HCH Client Trend Reports**

Medical: Unduplicated patients. 92 for the month – annual total is 1604.

No-Show Rates: Approximately 21% No Show Rate

Dental: 584 dental clients so far this year

V. Other Updates

HCH Monthly Email Newsletter:

Elisa DeGregorio.

New Business:

The meeting was adjourned at **3:33 pm**.

The next meeting will be held at **3:00 pm on Tuesday, November 10th, 2020.**