

Minutes of the Monthly Meeting of the Health Care for the Homeless (HCH) Co-Applicant Board November 9, 2021 | 3:00 pm

Location of Meeting:

The November 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
Lauren Grimsland	Board Member	<input type="checkbox"/>
Sandra Grosvenor	Board Member	<input checked="" type="checkbox"/>
Danielle Husband	Board Member	<input checked="" type="checkbox"/>
Sheila Lopez	Board Member	<input type="checkbox"/>
Jen Post	Board Member	<input type="checkbox"/>
Helen Rhymes	Board Member	<input type="checkbox"/>
Maxine Booker	Board Member	<input type="checkbox"/>
Michael Roscoe	Board Member	<input checked="" type="checkbox"/>
Susan Finlaw-Dusseault	Board Member	<input type="checkbox"/>
Jeannie Bohn	Board Member	<input checked="" type="checkbox"/>
Carolyn Keough	Board Member	<input checked="" type="checkbox"/>
Sgt. Ben Adler	Board Member	<input checked="" type="checkbox"/>
Kathy Neumann	Board Member - Alternate	<input checked="" type="checkbox"/>
Sandnes Boulanger	Board Member - Alternate	<input type="checkbox"/>
Theresa Jones	Board Member - Alternate	<input type="checkbox"/>
Lt. Zachary Haisch	Board Member - Alternate	<input type="checkbox"/>
Victoria Kelly	Board Member – Alternate	<input checked="" type="checkbox"/>
Dominique Randall	Staff/Community Member	<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"/>
Gerni Oster	Staff/Community Member	<input type="checkbox"/>
Ruby Bernard	Staff/Community Member	<input 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"/>
Jodi Groth	Staff/Community Member	<input checked="" type="checkbox"/>
Clark Scott	Staff/Community Member	<input checked="" type="checkbox"/>
Tim Burns	Staff/Community Member	<input type="checkbox"/>
Krista McIlhaney-Issacs	Staff/Community Member	<input type="checkbox"/>
Matthew DiFiore	Staff/Community Member	<input checked="" type="checkbox"/>

The regular meeting of the HCH Co-Applicant Board was called to order at **3:04pm**.

1. Chairman's Report

Victoria introduced herself as Sgt. Adler got going on running the meeting in

I. Declaration of Conflicts of Interest:

Carolyn noted a conflict of interest in the NOA

II. Approval of Minutes:

Motion/Vote to accept the Co-Applicant Board Meeting Minutes from October 12, 2021:

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain
Lauren Grimsland	<input 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"/>
Sheila Lopez	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jen Post	<input type="checkbox"/>	<input type="checkbox"/>	<input 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"/>
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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jeannie Bohn	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carolyn Keough	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sgt. Ben Adler	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kathy Neumann (Alt)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sandnes Boulanger (Alt)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Theresa Jones (Alt)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lt. Zachary Haisch (Alt)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Victoria Kelly (Alt)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

III. Medical Executive Committee Meeting Minutes

The Medical Executive Committee met October 26th. Rhonda shared reviewed request for clinical privileges for and checklist for 6 new RNs, and Dr Gonzalez (Dentist), Dr Roa (Provider) are both Reappointments. All agreed for credentialing/privileging and reviewed submissions from DFL regarding their processes and approvals – all agreed for these employees.

Motion/Vote to accept the Medical Executive Committee Meeting Minutes from October 26, 2021:

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain
Lauren Grimsland	<input 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"/>
Sheila Lopez	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jen Post	<input type="checkbox"/>	<input type="checkbox"/>	<input 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"/>
Michael Roscoe	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>
Jeannie Bohn	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carolyn Keough	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sgt. Ben Adler	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kathy Neumann (Alt)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Sandnes Boulanger (Alt)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Theresa Jones (Alt)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lt. Zachary Haisch (Alt)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Victoria Kelly	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

IV. Co-Applicant Board – New Members/Renewals/Resignations

Karen would like to readdress consumer representation on the next meeting where she can attend.

V. Unfinished Business/Follow Up:

None at this time.

2. Governance/Operations

I. Legal/Federal Policy Updates – Covid-19 Vaccine Mandates:

Elisa shared two new Federal rules set up:

- OSHA – employers with 100+ employees
- CMS Rule: Health Center/Facility Guidance – required mandates to staff of the HCH program – seeking legal review and DOH legal review for information and input. There may be legal challenges that gives us challenges moving forward.
Requires Rules all employees and contractors with client interaction.
 - o Includes contractors – i.e., construction contractor using the same restroom facilities necessary to meet the vaccine mandate
 - o Lots of nuances
 - o NHCHC Fact sheet included in packet
- Looking how to apply or work with exemptions – Sgt. Adler mentioned 5th Circuit in TX, but may not be universal.
- Two deadlines – 1st in Dec – 2nd in Jan
- Rhonda inquired documentation – Florida Shots? What system?

II. Bayside Expansion Updates:

Elisa shared there are 3 phases:

1st Phase was about to have a contract bid published – but wanted to meet with HRSA to discuss procurement for the phases (construction contractors) that met HRSA guidelines and could have a purchasing process that met the grant requirements –

- 1st RFP on hold to bundle a procurement
 - o 1 bid with 2 separate scopes/bids/budgets for the 2 separate grant projects
- HRSA agreeable – this may delay timelines and grant award periods, but they agree with this process although there will be an appr. 3 month delay in the initial construction project
- Next June potential start date -

III. Telehealth Updates:

Gerni shared DOH is hiring for a telehealth provider and street medicine provider.

IV. Staffing/Vacancies Update:

Elisa mentioned DOH lost Ruby Bernard as the program manager and the position has been posted. The Health Care Administrator, which typically acts as a PD on this project is posted and will be filled.

As the Board, while you don't have the authority in who gets hired, you do get the approval authority of the PD director for the HCH program. Anticipate Dec/Jan timeframe.

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

Gerni noted the van is still out. Services are inside at most facilities – no lab work can be collected at the sites and Tuesday services are at the Bayside clinic.

Close for Veterans day, Thanksgiving, and the Friday after Thanksgiving.

3. Fiscal

I. **Financial Report**

FY Year End update – about a month behind in processing for New Year. Presented the Sep 30th update for the expenditures that are in house and paid – primary invoice missing Jul, Aug, Sep for the DOH – payments are in process for Jul/Aug – anticipate just one more final update before their Final Fiscal Year End Report

II. **Notice of Awards:**

Elisa shared congratulations. The program was notified they received the NHCHC Award for the Vaccine ambassador project – to expand homeless population and substance using population \$137k – no actual documents yet – will seek review upon receipt – calls forthcoming for awardees. Wanted to have the Board accept this award.

Motion/Vote to accept the Vaccine Ambassador award:

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 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jen Post	<input type="checkbox"/>	<input type="checkbox"/>	<input 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"/>
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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jeannie Bohn	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carolyn Keough ABSTAINED	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sgt. Ben Adler	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kathy Neumann (Alt)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sandnes Boulanger (Alt)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Theresa Jones (Alt)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lt. Zachary Haisch (Alt)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Victoria Kelly	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved. Carolyn abstained from voting.

III. **New Funding Opportunities:**

.None at this time.

4. Clinical

I. **Quality Improvement Update**
HCH Dashboard

Jodi shared her screen and walked through the dashboard. Explained this is through Sep – Qtr 3 of the calendar year – YTD numbers for active blue card clients do not necessarily include clients with a medical visit.

- 36% of HCH clients have had a medical visit.
- Noted a 20% reduction Sep 2020 to Sep 2021 in active clients

Behavioral Health

- 171 clients with a SU service – 90 w/ OUD diagnosis – 1682 total SU service visits
- 422 clients receiving a MH service – 2821 total MH Service visits

Clinical Quality Measures

- noted this is through the quarter and not the most recent Rhonda reports to QI. Reds are currently off target – green we have met our goals
- Rhonda noted some of the ones in the red: cervical cancer noted – while we are not meeting the benchmark we are still above where we were last year, same for dental – trends are in the right direction although the benchmark has not been met.
- Gerni thinks the frequency of encounters may be the focus on chronic needs patients

Hypertension: Recently relaunched clinical subcommittee for the blood pressure measure – want to leverage with the monitoring devices. Jodi noted 44 devices offered – 23 accepted – 21 opted out – multiple reason 6 = burdensome; 5 = hesitant time constraints/storage issues – Jodi noted many already have a cuff or monitor their blood pressure already.

Patient Satisfaction Surveys – Jodi presented

- 177 established responses
- 51 new patient responses
- 93.79% overall satisfaction

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

Melissa shared that things are still looking good overall. Just below 2% overall positivity rate. Push for vaccination efforts now as the need for testing has been lessened. 5-11 age group Pfizer vaccines in DOH clinics this week – noted community pharmacies have this as well.

Kept a Nurse through CARES dollars through the Vaccine Ambassador Nurse for the new award luckily for this project to begin to push forward. Reach out if they need clinics. Also noted the boosters are available, mix-and-match has been approved. Hoping this will help be the key to preventing further surge. Also noted flu vaccines are available if those are needed. Pfizer and J&J are available in the clinic and on the van – do not plan on pediatric doses. Can coordinate, but not readily on hand since this is not the population served. Discussion re: outreaching to homeless sites that serve families as well.

III. **HCH Client Trend Reports:**

Gerni Oster reviewed the client trend reports provided in the Board packet.

- **Medical:**
 - Unduplicated Patients – 1639 YTD

- Encounters – 4189 YTD QME

Dental:

- Unduplicated Patients - 638
- Encounters – 2789

5. Other Updates

I. HCH Monthly Email Newsletter

The November email newsletter is provided in the Board packet. Elisa reminded the group that vaccine availability that Melissa mentioned. While enrollment is down, we have more medical encounters, but we need to continue to encourage enrollment and connecting the homeless to care as they are reached through other programs.

6. New Business:

No new business to report.

The meeting was adjourned at **3:54 pm**.

The next meeting will be held at **3:00 pm on Tuesday, December 14th, 2021** via Microsoft Teams.