

**Minutes of the Monthly Meeting of the
Health Care for the Homeless (HCH) Co-Applicant Board
November 10, 2020 | 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
Valerie Leonard	Board Member	<input type="checkbox"/>
Dianne Clarke	Board Member	<input type="checkbox"/>
Lauren Grimsland	Board Member	<input 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 type="checkbox"/>
Helen Rhymes	Board Member	<input checked="" 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 checked="" 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 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 checked="" type="checkbox"/>
Geni Vaughn	Tarpon Springs Shepherd Center	<input checked="" type="checkbox"/>
Kathleen Johansen	Tarpon Springs Shepherd Center	<input checked="" type="checkbox"/>

The regular meeting of the HCH Co-Applicant Board was called to order at **3:06 pm**. *Note at the start of the meeting there was not a quorum present. The meeting was held, no votes were without a quorum.*

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 October 13, 2020 Meeting:

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain
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"/>
Helen Rhymes	<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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kathy Neumann	<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 October 27th The Medical Executive Committee met to and reviewed the documents for new DOH staff: 1 LPN, 2 ARNPs, and 1 RN for initial appointment. All of the committee agreed to recommend for credentialing and privileging.

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain
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 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"/>
Helen Rhymes	<input checked="" 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"/>
Kathy Neumann	<input type="checkbox"/>	<input 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:**

None at this time.

5. **Mental Health First Aid Training:**

Flyer included in packet. Directions for Living is offering Mental Health First Aid training free of charge through the end of December. Sheila shared this is a great opportunity. Especially with COVID, there may be a lot of mental health challenges. They are 5 hours. Their goal is to provide this training to 3000 people by Dec. It will be \$150/participant after the end of this year. Kathleen Johansen shared she is a trainer. Great team building experience, as well. Highly recommend.

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

– None this month.

II. Governance/Operations

1. Tarpon Springs Shepherd Center:

Karen shared there had been discussion prior to COVID regarding to send the van up to the Shepherd Center. They reached back out and joined today. Geni shared she started at the Shepherd Center on July 20th. They have opened the shower and began laundry. Clients have outdoor space to socially distance – 87 loads of laundry and 69 showers in September. They have a lot of regulars that come in – they need to set up an appointment – open 10 am – 3 pm every day. Clients have her cell phone number to reach out. They feed average 90 per day (past two weeks) feed 6 days/week. Has grown from when she started – was 60 per day fed.

Kathleen is a community nurse that recently started – the needs are overwhelming – she noted the only thing they can count on is getting to the ER. They see a need to establish some regular care. Telehealth would be something for these clients – Geni noted they see a lot of foot related problems, had a client pass recently and her partner has cancer/connected to treatment. Noted the chronic conditions and clients don't have options – buses are more challenging with COVID. A lot of the conditions, if caught earlier, may not require the ER. If not an emergency Geni will not call an ambulance but will drive them. Confusion with respect to their medications. Health Care education.

Sheila asked if there is a set number of clients needed to get the van to Tarpon? Karen shared the consistency of clients is a challenge. She shared the van had previously been up that way. Elisa shared with the addition of telehealth (in conjunction with the van) for follow ups. Sending the van would require a plan (day/schedule) either once or twice a month. She shared we are exploring telehealth in the clinic. Testing telehealth equipment with the provider not in the clinic/client in clinic.

Geni noted that she has a good rapport with the clients, and they do well keeping their appointments for showers and laundry. She noted some of her clients just note that they want to “feel human” sitting and eating a meal at a table. Geni noted there was a free clinic in Tarpon area that recently closed. Kathleen noted a real sense of community with the Hope Center being a “home base” A lot of their clients have cell phones – there is some space inside that could help facilitate connection to the clinic/care. Geni shared she had a client that almost lost his finger due to an infected mosquito bite, now in hospital. Hope Center has a licensed mental health counselor that sees clients at the facility. Kathleen noted a client that has been struggling with depression for about a year, has a large growth on his lip for a year – let it go for such a long time because he didn't know where to go. Geni noted education is a big part of it. Clients that misuse hand sanitizer and mouthwash (two giant bottles a day) and spice issue.

Next steps would be include looking at the calendar and determine what facility would “lose” the time. Pinellas County Risk would need to review the site, DOH see the site, and Danyelle Green is looking into enrollment from the site. The schedule for the Hope Center is open 10 am – 11 am they do lunch. Mon-Fri 10 am – 3 pm for showers and laundry.

Helen Rhymes inquired was there conversation around taking time from HEP and inquired about Ellen Block's time – Karen hadn't heard back for some time, just met in Oct. with Kathleen and Geni

– Elisa thought there was supposed to be some information back and she will review this information.

Karen shared, if the Board desires, they can get Risk out and talk to DOH and review the schedule. Elisa found the Board in June had made this motion. Danielle shared if staff need to explore a day, Pinellas Hope may be willing to negotiate time, if Tarpon needs it. Board is going to let the June motion stay. Additional information will be brought back to the next meeting. Karen will work to get Risk out as soon as feasible to evaluate van parking. 304 S. Pinellas Ave, Tarpon, 34689. Geni best point of contact. Geni would like to participate and represent the Hope Center's clients.

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

Karen shared the permit was approved for the generator. The architect has begun to review the site. The first two terms were submitted for the grant to proceed. There are a few more terms and conditions to be met.

3. **Telehealth Updates:**

3 phased approach with telehealth. We have an agreement with a vendor. Lynn (provider) will be working remotely to test telehealth from within the Bayside Clinic. Ruby and Lynn are testing and working with IT – first test had a glitch that IT is working to resolve, and they will retest. Elisa also shared a personal tech device could be used in Phase 1. Phase 2 is the expansion of additional sites with their own technology or iPads. There are logistics if it is to be County equipment. Initially looked at Lealman and St. Pete (Pinellas sites). Phase 3 is more comprehensive telehealth with a full suite of equipment (blood pressure, thermometer, etc.). Elisa inquired if there are any sites that would be well suited for Phase 2 or 3, if the Board has any ideas that would be good for either of these.

Helen suggested Day Star – she is unsure if they would be open to it, but she has noted seeing more homeless in the area that previously seen in the area. Sandra inquired about Pinellas Hope's Health Center has a free room that might be well suited for this. Danielle noted that she would be open to this and it may be worthwhile. The room is by Sandra's office and would provide privacy.

4. **Staffing/Vacancies Update:**

Ruby shared they hired 2 COVID nurse and have a new OPS position starting Friday – did an interview for HIV Navigator and are still recruiting for Medical Assistants.

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

Ruby noted the calendar goes out monthly and was last updated Friday.

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

Gerni walked through the patient satisfaction surveys and shared her screen with the individual survey items and noted they were positive. Usefulness of community resources could use some improvement.

III. **Fiscal**

1. **Notice of Awards:**

No new Notices.

2. **New Funding Opportunities:**

No new funding opportunities. Were informed there may be some hypertension funding opportunities forthcoming.

IV. Clinical

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

Melissa noted there are not a lot of homeless specific updates. She noted there is an uptick in COVID cases and an uptick in positivity rate. Keep up the vigilance with screenings in place. She noted DOH is encouraging flu vaccine to aid in mitigating the flu/COVID outbreaks happening at the same time. Sandra Grovesnor inquired about the process if during screening a site comes across with a potential case. Kailyn (DOH) is able to assist in investigation, etc. – she is the first point of contact. If she is not reached, call the clinic to ensure (727) 824-6976 is Kailyn's office number for anyone that needs. DOH to follow up via email with her information. SFD shared Kailyn is going to the cold night shelter sites and she was very appreciative of the efforts of DOH.

2. **HCH Client Trend Reports**

Medical: Unduplicated patients. 118 for the month – annual total is 1722.

No-Show Rates: 22% No Show Rate overall 23% for Bayside Clinic – has been pretty consistent

Dental: 635 dental clients so far this year, 489 seen at Bayside – noted that dental was restricted for a while.

V. Other Updates

HCH Monthly Email Newsletter:

The newsletter continues to go out. Please share any resources.

VI. New Business:

Karen shared with the team that the County applied for an award for the efforts with respect to the homeless quarantine and isolation flow process. She highlighted that HCH was able to enroll 24 new clients. Danielle noted the communication with this process was amazing and she shared it with BayCare. Karen shared it is all due to the partners – HLA mans the phone lines, DOH and DFL – medical care and behavioral healthcare.

The meeting was adjourned at **4:11 pm**.

The next meeting will be held at **3:00 pm on Tuesday, December 8th, 2020**.