

Minutes of the Monthly Meeting of the Health Care for the Homeless (HCH) Co-Applicant Board December 14, 2021 | 3:00 pm

Location of Meeting:

The December 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 checked="" type="checkbox"/>
Sandra Grosvenor	Board Member	<input checked="" type="checkbox"/>
Danielle Husband	Board Member	<input checked="" type="checkbox"/>
Sheila Lopez	Board Member	<input checked="" type="checkbox"/>
Jen Post	Board Member	<input checked="" 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"/>
Jeannie Bohn	Board Member	<input 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 type="checkbox"/>
Dominique Randall	Staff/Community Member	<input checked="" 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"/>
Gerni Oster	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"/>
Jodi Groth	Staff/Community Member	<input checked="" type="checkbox"/>
Clark Scott	Staff/Community Member	<input type="checkbox"/>
Tim Burns	Staff/Community Member	<input type="checkbox"/>
Krista McIlhane-Isacs	Staff/Community Member	<input checked="" 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

I. Declaration of Conflicts of Interest:

None

II. Approval of Minutes:

Motion/Vote to accept the Co-Applicant Board Meeting Minutes from November 9, 2021:

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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Helen Rhymes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael Roscoe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Susan Finlaw-Dusseault	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jeannie Bohn	<input type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kathy Neumann (Alt)	<input type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

III. Medical Executive Committee Meeting Minutes

None at this time.

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

None at this time.

V. Unfinished Business/Follow Up:

None at this time.

2. Governance/Operations

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

Karen Yatchum provided an update on the federal mandate that would require all staff associated with the health center to receive the first and second dose of the COVID vaccine in the December/January timeframe. There has been a lot of internal work and meetings within the County and Department of Health to determine how to comply with this mandate. Approximately three or four days before the December deadline, a judge in Louisiana put a hold on the mandate pending a higher court decision. We are currently paused in the planning stage of this implementation since there has not been a final court ruling and will keep this topic on the agenda for future meetings to continue discussions and updates.

Sheila Lopez asked if the mandate allowed for exemptions such as medical, religious, or frequent testing? Karen replied there is language in the tool kit with some avenues for medical and religious exemption; however, it is likely that requests will be highly scrutinized and go through several layers of review.

Elisa DeGregorio added there were several rules published regarding this mandate. The health center falls under the CMS rule which does not have a testing exemption. If this mandate moves forward, we will need to bring a policy to the Board for review and approval. Board members may be waived since all business is conducted off-site from the health center.

II. **Bayside Expansion Updates:**

Elisa DeGregorio advised there are no updates to report and will likely remain status quo for a couple of months until the architectural drawings for Phase III are completed. At that time, we will move forward with the construction bid process.

III. **Telehealth Updates:**

Melissa VanBrueggen reported that a provider has been identified. It is the same provider we worked with before so the on-boarding process should go smoothly. Anticipated start date is in January.

IV. **Staffing/Vacancies Update:**

Melissa VanBrueggen advised there are interviews scheduled next week for the Program Manager position. If all goes well, the position should be filled in January. For the Street Medicine position vacancies, a dental hygienist has been hired. The dentist and dental assistant positions are still being recruited.

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

Melissa VanBrueggen shared that all state offices will be closed on December 23rd and 30th in addition to the Christmas Eve and New Year’s Eve holiday closures. The calendar was just updated to reflect this change today, so the Board packet provided prior to the meeting may not reflect the current schedule. Additionally, there will not be any MMU services provided at HEP in December due to unavailable space since the van is not operational.

3. Fiscal

I. **Financial Report**

Elisa DeGregorio advised the financial report has not been finalized yet due to a pending invoice. Once the invoice is received, an update will be sent out.

II. **Notice of Awards:**

Elisa DeGregorio presented the American Rescue Plan notice of award for a budget modification to move the Health Center IT position from contractual to personnel.

Motion/Vote to accept the notice of 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jen 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Susan Finlaw-Dusseault	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jeannie Bohn	<input type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

III. **New Funding Opportunities:**

None

4. **Clinical**

I. **Quality Improvement Update**

PCMH Overview

Elisa DeGregorio provided an overview of what PCMH means for us as a health center via a slide presentation. The program has a strong focus on clinical quality measures, reducing costs, improving patient experience, staff satisfaction. Future focus for our health center is Social Determinants of Health and Distinction in Behavioral Health. Karen Yatchum thanked everyone for the collaborative effort, specifically DOH with their leadership.

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

Melissa VanBrueggen advised there are not a lot of updates. Things are still looking good overall with a slight increase in positivity rate after Thanksgiving (up to 3%). DOH is watching the variant as we continue into the holiday season. The COVID/VAP nurse is working on outreach and pushing for the boosters. Those vaccinated with J&J are being encouraged to get a Pfizer or Moderna booster.

III. **HCH Client Trend Reports:**

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

• **Medical:**

- Unduplicated Patients – 1,724 YTD (77% at Bayside)
- Qualified Medical Encounters – 4,605 YTD (78.5% at Bayside)

Dental:

- Unduplicated Patients – 675 YTD
- Encounters – 3,000 YTD

5. **Other Updates**

I. **HCH Monthly Email Newsletter**

The December email newsletter was provided in the Board packet. The current MMU van is still down for repair as the part needed has been delayed due to COVID supply chain issues. It is anticipated to

arrive in early January. For the new MMU van in progress, the RFP evaluation team has met to discuss proposals.

6. New Business:

No new business to report.

The meeting was adjourned at **3:35 pm**.

The next meeting will be held at **3:00 pm on Tuesday, January 11th, 2022** via Microsoft Teams.