

## Minutes of the Monthly Meeting of the Health Care for the Homeless (HCH) Co-Applicant Board October 11, 2022, 3:00 p.m.

**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
Helen Rhymes	Board Member – Chair	<input checked="" type="checkbox"/>
Edi Erb	Board Member – Vice Chair	<input checked="" type="checkbox"/>
Christa Bruning	Board Member - Secretary	<input checked="" type="checkbox"/>
Sandra Grosvenor	Board Member	<input type="checkbox"/>
Danielle Husband	Board Member	<input type="checkbox"/>
Jen Post	Board Member	<input checked="" type="checkbox"/>
Theresa White	Board Member	<input type="checkbox"/>
Maxine Booker	Board Member	<input type="checkbox"/>
Susan Finlaw-Dusseault	Board Member	<input type="checkbox"/>
Carolyn Keough	Board Member	<input type="checkbox"/>
Lisette Roscoe	Board Member	<input type="checkbox"/>
Joe Pondolfinio	Board Member	<input type="checkbox"/>
Sgt. Eddie Hillmon	Board Member	<input checked="" type="checkbox"/>
Kathy Neumann	Board Member – Alternate for Maxine B.	<input type="checkbox"/>
Sandnes Boulanger, RN, Ph.D	Board Member – Alternate for Carolyn K.	<input type="checkbox"/>
Theresa Jones	Board Member – Alternate for Helen R.	<input checked="" type="checkbox"/>
Lt. Zachary Haisch	Board Member – Alternate for Sgt. Hillmon	<input type="checkbox"/>
Victoria Kelly	Board Member – Alternate for Susan F.	<input checked="" 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"/>
Saad Louaked	Staff/Community Member	<input checked="" type="checkbox"/>
Dr. Chitra Ravindra	Staff/Community Member	<input checked="" type="checkbox"/>
Gerni Oster	Staff/Community Member	<input checked="" 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 type="checkbox"/>
Lisa Carrillo	Staff/Community Member	<input checked="" type="checkbox"/>
Jodi Groth	Staff/Community Member	<input type="checkbox"/>
Clark Scott	Staff/Community Member	<input checked="" type="checkbox"/>
Tim Burns	Staff/Community Member	<input checked="" type="checkbox"/>
Krista McIlhanev-Issacs	Staff/Community Member	<input checked="" type="checkbox"/>
Matthew DiFiore	Staff/Community Member	<input checked="" type="checkbox"/>
Joshua Barnett, Ph. D	Staff/Community member	<input checked="" type="checkbox"/>

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

1. **Chairman’s Report**

a. **Declaration of Conflicts of Interest**

None at this time.

b. **Co-Applicant Board – New Members/Renewals/Resignations**

**Resignations:** Theresa White (HEP) and Susan Finlaw-Dusseault (HLA) have left their positions at their respective agencies and subsequently resigned from the HCH Co-Applicant Board. Victoria Kelly, Susan’s identified alternate, will serve in her place.

**Motion/Vote** to accept Board resignations:

<b>Member/Alternate</b>	<b>Motion</b>	<b>Second</b>	<b>Yay Vote</b>	<b>Nay Vote</b>	<b>Abstain</b>
Helen Rhymes	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Edi Erb	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Christa Bruning	<input type="checkbox"/>	<input checked="" 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"/>
Victoria Kelly	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lissette Roscoe	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sgt. Eddie Hillmon	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

**Consumer Recruitment Follow up:**

Hurricane Ian delayed contact with the identified consumers so they will be invited to attend next month’s meeting instead. Dr. Barnett is still looking at the policy for compensation.

c. **Unfinished Business/Follow-Up**

None at this time.

2. **Consent Agenda**

a. **Approval of Minutes, September 13, 2022**

b. **Medical Executive Committee Meeting Minutes, September 2022**

**Motion/Vote** to accept the September HCH Co-Applicant Board Meeting Minutes and Medical Executive Committee Minutes within the consent agenda:

<b>Member/Alternate</b>	<b>Motion</b>	<b>Second</b>	<b>Yay Vote</b>	<b>Nay Vote</b>	<b>Abstain</b>
Helen Rhymes	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Edi Erb	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Christa Bruning	<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"/>
Victoria Kelly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lissette Roscoe	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sgt. Eddie Hillmon	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

### 3. Clinical

#### a. Quality Improvement Update

Dr. Barnett advised the drop in clinical quality measures scores our program experienced has been seen across the board nationally. There is a new person calculating the data which could factor into the change in scoring. Additionally, FQHCs and look-alikes are combined for the denominator. As we review the results in greater depth, we will gain some clarity on whether our program was impacted.

#### b. HCH Client Trend Reports

Rhonda O'Brien and Gerni Oster reviewed the medical and dental client trend reports provided in the Board packet. It was noted that the numbers were impacted by Hurricane Ian closures from Sept Oct 1.

- **Medical:**

- Unduplicated Patients – Saw 87 in September; 1,656 YTD (75% at Bayside)
- Qualified Medical Encounters – 372 in September; 4,238 YTD (75.6% at Bayside)

- **Dental:**

- Unduplicated Patients – Saw 166 in September; 600 YTD
- Encounters – 239 in September; 2,307 YTD

### 4. Governance/Operations

#### a. Street Medicine Updates

Saad Louaked advised there is currently a vacancy in the DFL position. The nurse and provider are still going out to all the locations. Dr. Barnett added he has seen in a variety of meeting spaces a lot of the field-based positions are at most risk of vacancies. There is greater difficulty in retaining and recruiting those positions since it is more difficult work.

#### b. MMU Sites/Enhance Productivity

Dr. Barnett advised there is a higher patient demand at the Bayside Clinic on Mondays, when the MMU is not seeing as much activity at the SVDP Soup Kitchen, HEP & Tarpon Shepard Center locations. He is asking the Board for a motion/vote to pilot a schedule change for 3 months to pull MMU from service on Mondays and place the team at Bayside Clinic to assist with the increased patient demand.

Telehealth and street medicine can fill the gap at those locations, if needed. Victoria Kelley asked if other locations have been considered instead of pulling the MMU from service on those days. Dr. Barnett stated that a heatmap analysis on utilization has been conducted and we continue to think about where the MMU can move to without disrupting the entire schedule. Additionally, the upcoming construction at Bayside may require us to utilize the MMU more, so taking it offline on Mondays will help preserve its functionality it in the meantime as we await the completion of the replacement van. Elisa DeGregorio added the County's Risk Management Dept has to review new locations before we can move the MMU elsewhere **Motion/Vote:** to pilot taking the MMU offline on Mondays for 3 months:

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain
Helen Rhymes	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Edi Erb	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Christa Bruning	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jen Post	<input checked="" 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"/>
Lisette Roscoe	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sgt. Eddie Hillmon	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

c. **Bayside Expansion/MMU Procurement Updates**

Elisa DeGregorio advised there have not been any changes since the last Board meeting. The construction bid is going before the Board of County Commissioners on 10/25/22 for approval. She is currently in the process of realigning grant budgets to cover the majority of the bid. The County is adding funds to cover the gap so the project can move forward. The projected duration of the construction project is 430 days from bid approval, so approximately 15 months long. The MMU procurement projects are still on track as planned.

d. **Staffing/Vacancies Update**

**Bayside Clinic:** The new Care Coordinator is starting on 10/14/22. Still have vacancies for RN evenings & Family Support worker. **MMU:** Currently have a RN and Supervisor vacancy.

**Street Medicine:** An APRN candidate has been identified and will hopefully start on 10/28/22. Conducted an interview with a potential coordinator – hoping to extend an offer soon.

Dr. Barnett asked if anyone else on the Board is experiencing a challenge with staffing RNs. Helen Rhymes added that Board representation may not have experience with hiring RNs but she has heard that they are going where the money is at. Victoria Kelly advised the 2022 Point In Time (PIT) report came out recently. Median salary positions (including nurses & social service workers) have been impacted by the housing crisis and Pinellas County is starting to feel the pressure.

e. **MMU/Bayside Clinic Calendar**

Saad Louaked presented the October calendar showing Monday services held at Bayside Clinic only. The MMU and clinic will be closed on Thursday 10/27/22 for DOH staff in-service day. Shelter locations have been notified.

5. **Fiscal**

a. **Financial Report**

Clark Scott presented the first draft of the Fiscal Year-End Report. Anticipate the second draft to be presented at the next meeting once all September invoices are processed. Elisa DeGregorio will email a copy to the Board.

b. **Notice of Awards**

Elisa DeGregorio presented the Notice of Award for the main base grant, which includes the carryover request of \$494,577.00 from the previous grant year and an offset of unobligated funds totaling \$137,573.00.

**Motion/Vote** to accept the notice of award:

<b>Member/Alternate</b>	<b>Motion</b>	<b>Second</b>	<b>Yay Vote</b>	<b>Nay Vote</b>	<b>Abstain</b>
Helen Rhymes	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Edi Erb	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Christa Bruning	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jen Post	<input type="checkbox"/>	<input checked="" 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"/>
Lissette Roscoe	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sgt. Eddie Hillmon	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

c. **New Funding Opportunities**

None at this time.

6. **New Business**

No new business to report.

7. **Project Director Updates**

Recruitment for Joshua's replacement is ongoing. Adjustments were made to the posting, and it is currently open. Applicant pool appears to be more aligned for this role, so the

The meeting was adjourned at **3:45 p.m.**

The next meeting will be held at 3:00 p.m. on **Tuesday, November 8, 2022**, via Microsoft Teams.