

Minutes of the Monthly Meeting of the Health Care for the Homeless (HCH) Co-Applicant Board April 11, 2023, 3:00 p.m.

Location of Meeting:

The April 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 checked="" type="checkbox"/>
Danielle Husband	Board Member	<input type="checkbox"/>
Jen Post	Board Member	<input checked="" type="checkbox"/>
Maxine Booker	Board Member	<input type="checkbox"/>
Victoria Kelly	Board Member	<input checked="" type="checkbox"/>
Carolyn Keough	Board Member	<input checked="" type="checkbox"/>
Lisette Roscoe	Board Member	<input type="checkbox"/>
Joe Pondolfino	Board Member	<input checked="" type="checkbox"/>
Sgt. Eddie Hillmon	Board Member	<input checked="" type="checkbox"/>
Kathy Neumann	Board Member – Alternate for Maxine B.	<input checked="" type="checkbox"/>
Sandnes Boulanger	Board Member – Alternate for Carolyn K.	<input type="checkbox"/>
Theresa Jones	Board Member – Alternate for Helen R.	<input type="checkbox"/>
Lt. Zachary Haisch	Board Member – Alternate for Sgt. Hillmon	<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"/>
Saad Louaked	Staff/Community Member	<input checked="" type="checkbox"/>
Dr. Patrick Agdamag	Staff/Community Member	<input 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"/>
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 McIlhaney-Issacs	Staff/Community Member	<input type="checkbox"/>
Matthew DiFiore	Staff/Community Member	<input checked="" type="checkbox"/>
Joshua Barnett, Ph. D	Staff/Community Member	<input type="checkbox"/>
MaryEllen Dennis, Ph.D	Staff/Community Member	<input checked="" type="checkbox"/>
Abbey Collins	Guest	<input checked="" type="checkbox"/>

The regular meeting of the HCH Co-Applicant Board was called to order at 3:02 p.m.

1. **Chairman's Report**

a. **Declaration of Conflicts of Interest**

None

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

Victoria Kelly and Christa Bruning anticipate submitting applications for alternates this month. Helen Rhymes' current membership term ends in May 2023, which will end her three two-year terms of (6yrs) service to the Board. She will not be at next month's meeting so this is her final meeting as Chair.

Consumer Recruitment Follow up:

No update.

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

The street medicine flyer is in its final revision and should be available for distribution later this week.

2. **Consent Agenda**

a. **Approval of Minutes, March 14, 2023**

b. **Medical Executive Committee Meeting Minutes, March 28, 2023**

Motion/Vote to approve consent agenda items:

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 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"/>
Sandra Grosvenor	<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"/>
Kathy Neumann	<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"/>
Carolyn Keough	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Pondolfino	<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**

Jodi Groth presented the Hypertension & Remote Patient Monitoring dashboards provided in the Board packet.

Saad Louaked spoke to the rising number of clients accepting the devices versus declining. They have been able to keep more devices in stock and are better at identifying clients who will utilize the

machines. Additionally, our long-awaited EHR connection to the self-monitoring blood pressure devices went live last week for remote patient monitoring.

b. **HCH Client Trend Reports**

Rhonda O'Brien reviewed the medical and dental client trend reports provided in the Board packet for March 2023.

- **Medical:**
 - Unduplicated Patients = 218; 68% at Bayside.
 - Qualified Medical Encounters = 509; 68.96% at Bayside.
- **Dental:**
 - Unduplicated Patients = 194
 - Encounters = 302

4. **Governance/Operations**

a. **Change in Scope to Update Service Locations**

Elisa DeGregorio provided a brief overview of the current Bayside Expansion project construction timeline and subsequent discussion with HRSA regarding the Scope of Project for the HCH grant as it relates to the construction project. HRSA advised that we will need to add a new site to the project where temporary services will be provided while the clinic is closed for construction, which will be the DOH Mid-County location on Ulmerton Road.

The addition of a new site requires both HRSA & the Board's approval to change the location of services. This change will not impact the locations the MMU van visits.

Edi Erb suggested reaching out to the non-profits in the continuum of care to help address concerns regarding transportation, etc.

Motion/Vote to approve the submission of the Change in Scope Request for the temporary relocation of services from Bayside Health Clinic to DOH Mid-County:

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 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"/>
Sandra Grosvenor	<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"/>
Kathy Neumann	<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"/>
Carolyn Keough	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Pondolfino	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sgt. Eddie Hillmon	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

In addition, at HRSA's direction, to ensure compliance for services rendered by the Street Medicine team, we need to make a second amendment to our Scope of Services, under Form C: Other

Activities/Locations. In Form C, we are requesting your approval to add “portable clinical care” for services rendered by the new Street Medicine team.

Motion/Vote to approve the addition of the “Portable Clinical Care” to Form C: Other Activities within the Scope of Project for the HCH grant:

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 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"/>
Sandra Grosvenor	<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"/>
Kathy Neumann	<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"/>
Carolyn Keough	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Pondolfino	<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.

b. **Clinic Operations Updates**

- i. **MMU/Bayside/Street Medicine Calendars:** Schedules provided in the packet.
- ii. **Staffing/Vacancies:** Bayside Clinic has vacancies for RN evenings/Saturdays, vaccination RN for the street medicine team and MMU nurse. The new Clerk for the vaccine program and Family Support Worker will be starting on Friday.
- iii. **Street Medicine Initiative:** The team has been going out and connecting with clients in the field.

Helen Rhymes would like to know how Street Medicine encounters are being captured to report out on. Saad Louaked advised they are being captured as encounters in ArcGIS and NextGen. We can pull the data into a dashboard or trend report to be shared with the Board but are waiting to have enough data history to report.

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

Elisa DeGregorio provided updates on the Bayside Expansion Project, which has hit administrative snags within the permitting process. The first round of permitting review has been completed and revised documents have been submitting. We are in a waiting period until the final review is complete. The project team meets weekly to stay on top of the progress. Due to the delay, we may see some changes to the construction timeline to ensure we are meeting the grant funding deadlines. As soon as we have an official start date, we will have a better idea of what construction impacts we may see. (No update)

The new MMU van is still on track for delivery at the end of the calendar year. (No update)

d. **MMU Sites/Enhance Productivity**

The next scheduled meet-and-greet is at Safe Harbor’s Showcase of Services on 5/2/23 from 8:30am-10:30am. Mobile dental will be there for the duration of the day to provide services.

We are looking at Pinellas HOPE as a meet-and-greet location in the future, as well as some north county options. Dominique Randall updated the bi-fold resource card recently and has them available for distribution.

5. **Fiscal**

a. **Financial Report**

The financial report was included in the Board packet for review. The dates encompassed are notated at the bottom of the report.

b. **Notice of Awards**

We received the official NOA for No Cost Extension of the ARP (Construction Phase II & Street Medicine) grant which will extend the project period to 3/31/24.

Motion/Vote to accept the Notice of Award for the ARP grant no-cost extension:

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"/>
Sandra Grosvenor	<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"/>
Kathy Neumann	<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"/>
Carolyn Keough	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Pondolfino	<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**

MaryEllen Dennis and Elisa DeGregorio discussed the HRSA HIV Supplemental Funding Opportunity that was previously presented to the Board with DOH, who suggested that additional funding is not needed at this time. DOH is still working to roll out services with Metro Inclusive under the current HIV supplemental funding and has not seen a lot of need in HIV PrEP services beyond their current initiatives. Staff made the final decision to decline this funding opportunity.

6. **New Business**

No new business to report.

7. **Project Director Updates**

Dr. MaryEllen Dennis thanked Helen Rhymes for her service to the board and wished her the best.

There have been discussions with PSTA regarding the temporary clinic relocation to DOH Mid-County. PSTA advised it is harder to create new routes to get clients from Bayside to Mid-County DOH versus adding new stops and requested a couple of weeks to get that pulled together. The team has also been working on communication efforts through marketing and Everbridge.

We are working on the final steps to complete the addition of three more telehealth sites this week, for a total of five.

The Street Medicine Van will be at Campbell Park for a video shoot this Friday.

The meeting was adjourned at 4:00 p.m.

The next meeting will be held at 3:00 p.m. on **Tuesday, May 10, 2023** via Microsoft Teams.