

# Minutes of the Monthly Meeting of the Health Care for the Homeless (HCH) Co-Applicant Board March 14, 2023, 3:00 p.m.

## **Location of Meeting:**

*The March 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:**

<b>Name</b>	<b>Attendee Type</b>	<b>On Call</b>
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 type="checkbox"/>
Sandra Grosvenor	Board Member	<input 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 checked="" 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 type="checkbox"/>
Melissa VanBruggen	Staff/Community Member	<input 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 checked="" type="checkbox"/>
Krista McIlhaney-Issacs	Staff/Community Member	<input checked="" type="checkbox"/>
Matthew DiFiore	Staff/Community Member	<input type="checkbox"/>
Joshua Barnett, Ph. D	Staff/Community Member	<input type="checkbox"/>
MaryEllen Dennis, Ph.D	Staff/Community Member	<input checked="" type="checkbox"/>
Caitlyn Synovec	Guest – NHCHC	<input checked="" type="checkbox"/>
Kimberly Chiaramonte	Guest – NHCHC	<input checked="" type="checkbox"/>
Chelsea Hardin-Hensley	Guest – NHCHC	<input checked="" type="checkbox"/>

The regular meeting of the HCH Co-Applicant Board was called to order at 3:03 p.m.

1. **Chairman's Report**

a. **Declaration of Conflicts of Interest**

None

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

None. Victoria Kelly will email over info for her alternate.

**Consumer Recruitment Follow up:**

No update.

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

None

d. **Guest Presentation by Caitlyn Synovec at NHCHC**

Occupational Therapy at Bayside Clinic

Introduction to guests Kimberly Chiaramonte and Chelsea Hardin-Hensley from NHCHC Vaccine Ambassador Program who are conducting a site visit in Pinellas County this week. They toured Bayside Clinic, Pinellas HOPE and Operation PAR today; will tour Safe Harbor and go out with the Street Medicine Team tomorrow.

2. **Consent Agenda**

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

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

**Motion/Vote** to approve consent agenda items:

<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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<del>Christa Bruning</del>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<del>Sandra Grosvenor</del>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<del>Danielle Husband</del>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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 checked="" 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"/>
Lissette Roscoe	<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"/>
<del>Sgt. Eddie Hillmon</del>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

3. **Clinical**

a. **Quality Improvement Update**

Saad Louaked provided a brief overview of the CY 2022 calls for service. Krista McIlhaney-Isaacs presented the Customer Service Dashboard: 102 total inquiries with 5 complaints (2 medical, 3 pharmacy).

b. **HCH Client Trend Reports**

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

- **Medical:**

- Unduplicated Patients = 245; 70% at Bayside.
- Qualified Medical Encounters = 452; 71.02% at Bayside.

- **Dental:**

- Unduplicated Patients = 187
- Encounters = 298

4. **Governance/Operations**

a. **Clinic Operations Updates**

- i. **MMU/Bayside Clinic Calendar:** MMU has remained online, so the calendar provided is up to date.
- 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. Partnered with the PATH team to find encampments in St. Petersburg. DOH is working on breaking up the County into 5 zones to visit on rotation.

Helen Rhymes requested a brochure or list of services the Street Medicine Team can provide. Saad Louaked advised he will have something by the end of the week.

b. **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.

The new MMU van is still on track for delivery at the end of the calendar year.

c. **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.

5. **Fiscal**

a. **Financial Report**

Clark Scott is out of the office. An updated finance report should be available by the end of this week.

b. **Notice of Awards**

None

c. **New Funding Opportunities**

HRSA HIV Supplemental Funding Opportunity for \$45,000. Due April 4, 2023. Working with DOH to expand the program.

**Motion/Vote** to move forward with the application submission:

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"/>
<del>Christa Bruning</del>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<del>Sandra Grosvenor</del>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<del>Danielle Husband</del>	<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"/>
Kathy Neumann	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Victoria Kelly	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<del>Carolyn Keough</del>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<del>Lisette Roscoe</del>	<input type="checkbox"/>	<input 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.

6. **New Business**

No new business to report.

7. **Project Director Updates**

Dr. MaryEllen Dennis Mammography bus was approved to park at Bayside Clinic on March 28, 2023. Elisa DeGregorio will provide a copy of the flyer to share with your network.

Provisions have been made to add three more telehealth sites this week, for a total of five.

The County is looking to schedule in-person training for Nextgen software.

The meeting was adjourned at 3:51 p.m.

The next meeting will be held at 3:00 p.m. on **Tuesday, April 11, 2023** via Microsoft Teams.