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:

Helen RhymesBoard Member - ChairImageEdi ErbBoard Member - Vice ChairImageChrista BruningBoard Member - SecretaryImageSandra GrosvenorBoard MemberImageDanielle HusbandBoard MemberImageJan PostBoard MemberImageMaxine BookerBoard MemberImageVictoria KellyBoard MemberImageVictoria KellyBoard MemberImageCarolyn KeoughBoard MemberImageJoe PondolfinoBoard MemberImageSgt. Eddie HillmonBoard MemberImageSgt. Eddie HillmonBoard Member - Alternate for Maxine B.ImageSgt. Eddie HillmonBoard Member - Alternate for Carolyn K.ImageSandnes BoulangerBoard Member - Alternate for Helen R.ImageLt. Zachary HaischBoard Member - Alternate for Sgt. HillmonImageDominque RandallStaff/Community MemberImageMelissa VanBruggenStaff/Community MemberImageSad LouakedStaff/Community MemberImageDr. Patrick AgdamagStaff/Community MemberImageStaff/Community MemberImageImageJoel GorthStaff/Community MemberImageJoal GrothStaff/Community MemberImageJoal GrothStaff/Community MemberImageJoal GrothStaff/Community MemberImageJoal GrothStaff/Community MemberImageJoal GrothStaff/Community MemberImage<	Name	Attendee Type	On Call
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The regular meeting of the HCH Co-Applicant Board was called to order at 3:03 p.m.

1. Chairman's Report

- a. <u>Declaration of Conflicts of Interest</u> None
- b. <u>Co-Applicant Board New Members/Renewals/Resignations</u> None. Victoria Kelly will email over info for her alternate.

Consumer Recruitment Follow up: No update.

c. <u>Unfinished Business/Follow-Up</u> 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:

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain
Helen Rhymes			\boxtimes		
Edi Erb			\boxtimes		
Christa Bruning					
Sandra Grosvenor					
Danielle Husband					
Jen Post		\boxtimes			
Kathy Neumann			\boxtimes		
Victoria Kelly	\boxtimes				
Carolyn Keough			\boxtimes		
Lissette Roscoe			\boxtimes		
Joe Pondolfino			\boxtimes		
Sgt. Eddie Hillmon					

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. <u>MMU/Bayside Clinic Calendar:</u> MMU has remained online, so the calendar provided is up to date.
- **ii.** <u>Staffing/Vacancies:</u> 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.** <u>Street Medicine Initiative:</u> 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.

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain
Helen Rhymes			\boxtimes		
Edi Erb	\boxtimes				
Christa Bruning					
Sandra Grosvenor					
Danielle Husband					
Jen Post			\boxtimes		
Kathy Neumann			\boxtimes		
Victoria Kelly		\boxtimes			
Carolyn Keough					
Lissette Roscoe					
Joe Pondolfino			\boxtimes		
Sgt. Eddie Hillmon			\boxtimes		

Motion/Vote to move forward with the application submission:

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.