Minutes of the Monthly Meeting of the Health Care for the Homeless (HCH) Co-Applicant Board June 13, 2023 3:00 p.m.

Location of Meeting:

The June 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 – Chairperson	
Edi Erb	Board Member – Vice Chairperson	\boxtimes
Christa Bruning	Board Member – Secretary	\boxtimes
Sandra Grosvenor	Board Member	
Danielle Husband	Board Member	
Jen Post	Board Member	\boxtimes
Maxine Booker	Board Member	
Victoria Kelly	Board Member	\boxtimes
Lissette Roscoe	Board Member	\boxtimes
Carolyn Keough	Board Member	\boxtimes
Joe Pondolfino	Board Member	\boxtimes
Sgt. Eddie Hillmon	Board Member	\boxtimes
Kathy Neumann	Board Member – Alternate for Maxine B.	\boxtimes
Sandnes Boulanger	Board Member – Alternate for Carolyn K.	
Lt. Zachary Haisch	Board Member – Alternate for Sgt. Hillmon	
Dominique Randall	Staff/Community Member	
Melissa VanBruggen	Staff/Community Member	\boxtimes
Rhonda O'Brien	Staff/Community Member	\boxtimes
Dr. Patrick Agdamag	Staff/Community Member	\boxtimes
Gerni Oster	Staff/Community Member	\boxtimes
Elisa DeGregorio	Staff/Community Member	\boxtimes
Lisa Carrillo	Staff/Community Member	\boxtimes
Jodi Groth	Staff/Community Member	
Clark Scott	Staff/Community Member	
Tim Burns	Staff/Community Member	
Krista McIlhaney-Issacs	Staff/Community Member	\boxtimes
Matthew DiFiore	Staff/Community Member	
MaryEllen Dennis, Ph.D	Staff/Community Member	\boxtimes
Abbey Collins	Guest – Boley Centers	
Carly Pannella	Guest – Homeless Leadership Alliance	\boxtimes
Avery Slyker	Guest – City of St. Petersburg	\boxtimes

The regular meeting of the HCH Co-Applicant Board was called to order at 3:08 p.m.

1. Chairman's Report

a. **Declaration of Conflicts of Interest**

None

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

New member application: Avery Slyker, the Assistant Director of Housing and Community Development for the City of St. Petersburg.

Motion/Vote to approve Avery Slyker as a new member of the HCH Co-Applicant Board:

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

The motion was **unanimously** approved.

Board term renewals for Maxine Booker & Carolyn Keough.

Motion/Vote to approve Board term renewals:

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

The motion was **unanimously** approved.

Danielle Husband's term ended May 2023 and Elisa DeGregorio has not been able to get in touch with her to see if she is interested in renewing for her final term. Joe Pondolfino offered to reach out to her through his contacts. Helen Rhymes' third Board term ended in May 2023. As Vice-Chair, Edi Erb volunteered to step in as Chairperson to fulfill the remaining officer term until June 2024.

Motion/Vote to approve Edi Erb's appointment as Chairperson for the upcoming year:

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

The motion was **unanimously** approved.

Consumer Recruitment Follow up:

None

c. Unfinished Business/Follow-Up

None

2. Consent Agenda

a. <u>Approval of Minutes, May 9, 2023</u> – This includes the recommendations from the committee of the whole regarding items that were unable to be voted upon due to a lack of quorum, such as the May consent agenda, alternate member applications, and MMU calendar change.

b. Medical Executive Committee Meeting Minutes, May 23, 2023

Motion/Vote to approve consent agenda:

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

The motion was **unanimously** approved.

3. Clinical

a. **Quality Improvement Update**

Dr. MaryEllen Dennis compared the current year's Enrollment & Encounters trend report to past reports and discussed that we are looking at ways to get our numbers back to where they were pre-COVID. Some of the ways we hope to accomplish this are looking at client surveys to identify barriers that may contribute to no-shows; changing enrollment conversation language from "would you like to make an appointment" to "lets schedule your appointment now"; increasing access to services via telehealth; looking at the eligibility process to identify trends of who gets denied; and having more collaborative outreach events at Safe Harbor and other partner locations.

We welcome the Board's ideas and thoughts on additional outreach events and collaborations. Many people have no idea how plentiful the programs and services in Pinellas County are. How do we make our program more accessible to clients? What are you seeing in your population?

In addition to our increased client recruitment efforts, it is anticipated that a large number of people will lose Medicaid coverage this year so we must ensure that we can provide quality care to the potential influx of new clients.

b. Active Clients/Encounters Trend Reports

Rhonda O'Brien reviewed the dental client trend report provided in the Board packet for May 2023.

- Unduplicated Patients = 216
- Encounters = 331

4. **Governance/Operations**

a. Clinic Operations Updates

- i. <u>MMU/Bayside/Street Medicine Calendars:</u> The schedule provided in the packet is up to date. June is a pretty standard schedule. The upcoming July calendar will have some holiday closures.
- **ii.** <u>Staffing/Vacancies:</u> Currently recruiting for a new coordinator for the street medicine team and a MMU nurse. Saad Louaked will be leaving the program this month as he is relocating due to personal reasons. His position as Program Manager is posted.
- iii. <u>Street Medicine Initiative</u>: Link to the short Street Medicine Video shared on the County's social media account: https://www.facebook.com/reel/9351061588298136.

b. Bayside Expansion/MMU Procurement Updates

Elisa DeGregorio provided the update that the permit revisions and plans should be submitted for final review by close of business tomorrow, with the hopes of having approval by the end of the week. Once approved, we will be moving forward with on-site mobilization. Bayside is scheduled to close at noon on Friday, July 7, 2023 to begin the move, with services re-opening at Mid-County Department of Health on Tuesday, July 11, 2023. Information materials are being produced for print and digital notifications. Please share with your clients and networks.

c. MMU Sites/Enhance Productivity

Dr. MaryEllen Dennis provided an update on the rollout of additional telehealth sites. Three of the remaining four sites have executed MOUs, so it is just a matter of getting the technology in place. Still working towards having all seven sites up and running by the time Bayside closes for construction in July.

5. **Fiscal**

a. Financial Report

The financial report through May 31, 2023 was included in the packet and reviewed briefly with the Board.

b. Notice of Awards

Elisa DeGregorio presented two notices of award:

The first notice of award is the FY23 Expanding COVID Vaccines (ECV) funding extension from May 31, 2023 to December 31, 2023 and increase of \$27,500. We are working on a budget update to send to HRSA.

Motion/Vote to approve the notice of award:

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain	Absent
Edi Erb			\boxtimes			
Christa Bruning		\boxtimes				
Sandra Grosvenor	\boxtimes					\boxtimes
Danielle Husband						\boxtimes
Jen Post			\boxtimes			
Kathy Neumann	\boxtimes					
Carly Pannella			\boxtimes			
Lissette Roscoe			\boxtimes			
Carolyn Keough			\boxtimes			
Joe Pondolfino			\boxtimes			
Sgt. Eddie Hillmon			\boxtimes			
Avery Slyker			\boxtimes			

The motion was **unanimously** approved.

The second notice of award is the approval of the Change in Scope for the main H80 grant to provide services at DOH Mid-County temporarily while the Bayside Clinic is closed for construction.

Motion/Vote to approve the notice of award:

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain	Absent
Edi Erb			\boxtimes			
Christa Bruning	\boxtimes					
Sandra Grosvenor	\boxtimes					\boxtimes
Danielle Husband						\boxtimes
Jen Post		\boxtimes				
Kathy Neumann			\boxtimes			

Carly Pannella		\boxtimes		
Lissette Roscoe		\boxtimes		
Carolyn Keough		\boxtimes		
Joe Pondolfino		\boxtimes		
Sgt. Eddie Hillmon		\boxtimes		
Avery Slyker		\boxtimes		

The motion was **unanimously** approved.

c. New Funding Opportunities

HRSA FY23 Capital Assistance for Hurricane Response and Recovery Efforts (CARE) funding to asiist with response/recovery from emergency and/or disaster impacts as well as increasing the capacity and capability to prepare for, respond to and/or recover from future emergencies. Funding is for up to \$490,000 over 3 years. Preliminary discussion is to purchase a Sprinter van to deliver mobile behavioral health services. We don't have to decide on the specific use of the vehicle at this time.

Motion/Vote to move forward with an application:

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain	Absent
Edi Erb			\boxtimes			
Christa Bruning			\boxtimes			
Sandra Grosvenor						\boxtimes
Danielle Husband						\boxtimes
Jen Post	\boxtimes					
Kathy Neumann			\boxtimes			
Carly Pannella			\boxtimes			
Lissette Roscoe		\boxtimes				
Carolyn Keough			\boxtimes			
Joe Pondolfino			\boxtimes			
Sgt. Eddie Hillmon			\boxtimes			
Avery Slyker	. 🗆		\boxtimes			

The motion was unanimously approved.

6. New Business

No new business to report.

7. Project Director Updates

Dr. MaryEllen Dennis provided an update on a meeting held with HRSA on June 7, 2023. We must leverage federal funding to maximize the possibility of other revenues coming in. At HRSA's recommendation, we are beginning to have internal discussions around Medicaid, Medicare, and private insurance as well as putting in place a sliding scale fee and infrastructure for billing. More updates will be provided as we move through this process.

Per the CDC, Pinellas is disproportionately high in Hepatitis C infections and deaths. We will be working on initiatives to reduce this impact on our county.

The meeting was adjourned at 4:13 p.m.

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