

Minutes of the Monthly Meeting of the Health Care for the Homeless (HCH) Co-Applicant Board September 12, 2023 3:00 p.m.

Location of Meeting:

The September 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
Edi Erb	Board Member – Chairperson	<input checked="" type="checkbox"/>
Christa Bruning	Board Member – Secretary	<input type="checkbox"/>
Sandra Grosvenor	Board Member	<input checked="" 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"/>
Lisette Roscoe	Board Member	<input checked="" type="checkbox"/>
Carolyn Keough	Board Member	<input checked="" type="checkbox"/>
Joe Pondolfino	Board Member	<input checked="" type="checkbox"/>
Sgt. Eddie Hillmon	Board Member	<input checked="" type="checkbox"/>
Avery Slyker	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"/>
Lt. Zachary Haisch	Board Member – Alternate for Sgt. Hillmon	<input type="checkbox"/>
Carly Pannella	Board Member – Alternate for Victoria K.	<input type="checkbox"/>
Abbey Collins	Board Member – Alternate for Christa B.	<input type="checkbox"/>
Dominique Randall	Staff/Community Member	<input type="checkbox"/>
Melissa VanBruggen	Staff/Community Member	<input checked="" type="checkbox"/>
Rhonda O'Brien	Staff/Community Member	<input checked="" type="checkbox"/>
Gerni Oster	Staff/Community Member	<input checked="" type="checkbox"/>
Elisa DeGregorio	Staff/Community Member	<input 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 type="checkbox"/>
MaryEllen Dennis, Ph.D	Staff/Community Member	<input checked="" type="checkbox"/>
Joshua Barnett, Ph.D	Staff/Community Member	<input type="checkbox"/>
Diana Chavez-Lopez	Staff/Community Member	<input type="checkbox"/>
Nikki Whitehead	Guest	<input checked="" type="checkbox"/>

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

- Guest Presentation: Nikki Whitehead, Director of We Help Services, St. Pete Free Clinic**

Provided a brief overview of the St. Pete Free Clinic's food programs that provide fresh and nutritious food:

- a. Jared Hechtkopf Community Food Bank is located at 3115 44th Ave North, St. Petersburg 33714. The largest emergency food distributor in Pinellas County. Expanding soon into mid and north county.
- b. We Help FRESH Pantry
 - Indoor Choice, located at 863 3rd Ave North, St. Petersburg 33701.
 - Drive-Thru, located at 2198 15th Ave South, St. Petersburg 33712

After seeing the need during COVID. The drive thru locations were kept open. Serve on average 40,000 individuals per month. Rack cards are available to share with our networks. 70% of the food provided is fresh (fruit, vegetables, lean proteins, eggs, & dairy).

YouTube video about the impact of SPFC: <https://www.youtube.com/watch?v=UOynPRGXsr4>

2. **Chairman's Report**

- a. **Declaration of Conflicts of Interest**
None
- b. **Co-Applicant Board – New Members/Renewals/Resignations**
None
- c. **Unfinished Business/Follow-Up**
None

3. **Consent Agenda**

- a. **Approval of Minutes, August 8, 2023**
- b. **Medical Executive Committee Meeting Minutes, August 22, 2023**

Motion/Vote to approve consent agenda:

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain	Absent
Edi Erb	<input type="checkbox"/>	<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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sandra Grosvenor	<input type="checkbox"/>	<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"/>	<input type="checkbox"/>
Kathy Neumann	<input type="checkbox"/>	<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"/>	<input type="checkbox"/>
Lisette Roscoe	<input type="checkbox"/>	<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"/>	<input type="checkbox"/>
Joe Pondolino	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sgt. Eddie Hillmon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Avery Slyker	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

4. **Clinical**

a. **Quality Improvement Update**

- **Healthy Eating Impacts Obesity, Hypertension, and Diabetes:** Rhonda O'Brien presented on the impact of nutrition and access to healthy foods for chronic disease management and mental wellness.

b. **Active Clients/Encounters Trend Reports**

- **Medical/Dental Trend Reports:** Rhonda O'Brien reviewed the year-to-date medical client trend report provided in the Board packet through August 2023. Medical: 1,498 unduplicated patients (1,700+ with street medicine included) with 3,606 encounters. Gerni Oster presented the Dental client trend report through August 2023. Bayside and Mid-County were separated out for tracking purposes: 591 patients with 2,156 encounters.
- **Bayside/Safe Harbor Visits Post-Move:** Melissa VanBruggen shared the trends that DOH has seen through the first 9 weeks of the clinic relocation. Week 7 was low; could not identify a reason why. Weeks 8 and 9 were a bit lower due to hurricane closures and the Labor Day holiday. Safe Harbor MMU visits have remained busy. Trending in the right direction but seeing more no shows and less walk-ins. To help overcome transportation barriers, DOH is offering clients transportation assistance and arranging for a taxi to help with evening slots.

5. **Governance/Operations**

a. **Clinic Operations Updates**

- **MMU/Bayside/Street Medicine Calendars:** Calendars were provided in the Board packet.
- **Staffing/Vacancies:** New MMU nurse is starting this week. DOH is still recruiting for a Program Manager.

b. **Bayside Expansion/MMU Procurement Updates:** Progress photos from the September 7, 2023 Bayside visit and current project timeline were shared. The next site visit to Bayside is scheduled for October 2, 2023. More photos to come.

The new MMU build out is set to begin next week. Delivery is still expected around December 22, 2023.

c. **MMU Sites/Enhance Productivity**

- **Past/Future Open House Events:** Two new laptops have been purchased for the community connections team to promote the HCH program and enroll clients while the MMU is at Safe Harbor and Pinellas HOPE. Dominique Randall and Dr. MaryEllen Dennis are looking at community events for collaboration.
- **Telehealth Sites – National Telemedicine Week:** The Pinellas County strategic plan goal was to have five (5) telehealth sites online by 2027. We currently have six (6) online and three (3) more pending MOUs and equipment, for a total of nine (9) by the end of 2023! Jane Muhrlin and Greg Dyer are working on education materials and will be out at sites promoting telehealth medicine for National Telemedicine Week.

6. **Fiscal**

a. **Financial Report:** An update will be provided next month.

b. **Budget Period Progress Report:** Draft is currently in progress. An update will be provided next month.

c. **Notice of Awards:**

- The Bridge Access Program Grant helps health centers mitigate adverse impacts on underserved populations as COVID-19 vaccines and therapeutics move to the commercial market. Our HCH program was awarded \$31,556.00 for the period of September 1, 2023 through December 31, 2024. The County is working with DOH to identify the best use of these funds.

Motion/Vote to approve notice of award:

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain	Absent
Edi Erb	<input type="checkbox"/>	<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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sandra Grosvenor	<input type="checkbox"/>	<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"/>	<input type="checkbox"/>
Kathy Neumann	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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"/>	<input type="checkbox"/>
Lisette Roscoe	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>	<input type="checkbox"/>
Joe Pondolino	<input type="checkbox"/>	<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"/>	<input type="checkbox"/>
Avery Slyker	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

- The FY23 Capital Assistance for Hurricane Response and Recovery Efforts (CARE) program provides federal grant funding to eligible health centers in areas affected by Hurricanes Fiona and Ian for alteration, renovation, construction, equipment, and other capital improvement costs to increase their ability to provide continuous access to care in the event of future emergencies. Our HCH program was awarded \$589,000.00 for the period of September 1, 2023 through August 31, 2026 to purchase a mobile van to be used for behavioral health services.

Motion/Vote to approve notice of award:

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain	Absent
Edi Erb	<input type="checkbox"/>	<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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sandra Grosvenor	<input type="checkbox"/>	<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"/>	<input type="checkbox"/>
Kathy Neumann	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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"/>	<input type="checkbox"/>
Lisette Roscoe	<input checked="" type="checkbox"/>	<input 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"/>	<input type="checkbox"/>
Joe Pondolino	<input type="checkbox"/>	<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"/>	<input type="checkbox"/>
Avery Slyker	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

d. **New Funding Opportunities:**

No new funding opportunities.

7. **New Business**

No new business to report.

8. **Project Director Updates**

Dr. MaryEllen Dennis shared that Endeavors was brought on board to provide fresh food at the hurricane shelter at Largo High School.

The meeting was adjourned at 3:53 p.m.

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