

Minutes of the Monthly Meeting of the Health Care for the Homeless (HCH) Co-Applicant Board May 14, 2024, 3:00 p.m.

Location of Meeting:

The May 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 checked="" type="checkbox"/>
Jen Post	Board Member	<input 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"/>
Joe Pondolino	Board Member	<input type="checkbox"/>
Sgt. Eddie Hillmon	Board Member	<input checked="" type="checkbox"/>
Avery Slyker	Board Member	<input checked="" type="checkbox"/>
Sara Mollo	Board Member	<input type="checkbox"/>
Sara Madden	Board Member – Alternate for Sara M.	<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 checked="" type="checkbox"/>
Melissa VanBruggen	Staff/Community Member	<input type="checkbox"/>
Ashley Sturm	Staff/Community Member	<input type="checkbox"/>
Karen Hodge	Staff/Community Member	<input type="checkbox"/>
Rhonda O'Brien	Staff/Community Member	<input checked="" type="checkbox"/>
Gerni Oster	Staff/Community Member	<input type="checkbox"/>
Elisa DeGregorio	Staff/Community Member	<input checked="" type="checkbox"/>
Lisa Carrillo	Staff/Community Member	<input checked="" type="checkbox"/>
Meghan Johnson	Staff/Community Member	<input type="checkbox"/>
Jodi Groth	Staff/Community Member	<input checked="" type="checkbox"/>
Keri Vizandiou	Staff/Community Member	<input checked="" type="checkbox"/>
Tim Burns	Staff/Community Member	<input type="checkbox"/>
Krista McIlhanev-Issacs	Staff/Community Member	<input type="checkbox"/>
Matthew DiFiore	Staff/Community Member	<input type="checkbox"/>
Karen Yatchum	Staff/Community Member	<input type="checkbox"/>
Joshua Barnett, Ph.D	Staff/Community Member	<input type="checkbox"/>
Abigail Stanton	Staff/Community Member	<input type="checkbox"/>

The regular meeting of the HCH Co-Applicant Board was called to order at 3:04 p.m.

1. **Chairman’s Report**

a. **Declaration of Conflicts of Interest**

None

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

Next month is our annual meeting. Where we will elect new officials and renew members whose terms are expiring. We currently have 10 members, which is very close to the minimum number of 9, so we need to explore recruitment opportunities and areas of service that could use representation. Perhaps senior and family/youth services.

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

2. **Consent Agenda**

a. **Approval of Minutes, April 9, 2024**

b. **Medical Executive Committee Meeting Minutes, April 23, 2024**

Motion/Vote to approve all consent agenda items:

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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jen Post	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Kathy Neumann	<input type="checkbox"/>	<input checked="" 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"/>
Carolyn Keough	<input type="checkbox"/>	<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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sgt. Hillmon	<input checked="" 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"/>
Sara Madden	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

3. **Clinical**

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

Medical/Dental Trend Reports: Rhonda O’Brien reviewed the year-to-date client trend reports provided in the Board packet for April 2024.

- Medical: 1,062 unduplicated patients with 1,930 encounters.
- Dental: No trend report to share this month. DOH changed coding and how the report is run so it is not ready to share yet.

- **Clinical Quality Measure Dashboard:** Rhonda O’Brien reviewed the data for the first quarter of CY2024. Elisa DeGregorio provided an overview of the Patient Satisfaction Survey results.
- **Mental Health Presentation:** Rhonda O’Brien presented on the topic of Depression and Mood Disorders to include common symptoms, correlation with diabetes and addiction, screening

tools and questionnaires used in the HCH program, program data, treatment, talk therapy, etc., as well as challenges and opportunities for improvement.

- **Bayside/Safe Harbor Visits Post-Move:** Elisa DeGregorio shared trends that DOH has seen during the temporary clinic relocation. The clinic averaged approximately 73 visits per week before the move and has been averaging between 65-70 post-move.

4. **Governance/Operations**

- Final Operational Site Visit w/HRSA, April 2-4, 2024:** Elisa DeGregorio advised the final site visit report was received from HRSA. No formal findings since we updated HRSA with the status of the pending document updates. HRSA approved every item we submitted! Included the final report in the packet.
- Clinic Operations Updates**
 - **MMU/Bayside/Street Medicine Calendars:** The calendars were provided in the Board packet for review and discussed during the meeting.
 - **Staffing/Vacancies:** DOH currently has two vacancies – street medicine APRN & referral coordinator at Bayside. Both positions are advertised.
- Bayside Expansion/MMU Procurement Updates:** Elisa DeGregorio provided a draft timeline for Bayside Clinic re-opening. An open house & ribbon cutting ceremony for both the MMU and Bayside is tentatively scheduled for the morning of July 26, 2024. More information to come.

The new MMU was delivered and is currently at County Fleet awaiting a minor repair. It is expected to be ready for service later this month.

5. **Fiscal**

- Financial Report:**
Keri Vizandiou presented the financial report for invoices processed through April 30, 2024.
- Notice of Awards:**
Three notices of award were presented to the Board for consideration and acceptance:
 - H80 Pro-rated Receipt of funding
 - H80 Change in Scope to add Speech and Optometry
 - H8L Project Director Change for Bridge Access Program

Motion/Vote to accept all three notices of award as presented:

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 checked="" 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>
Carolyn Keough	<input type="checkbox"/>	<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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sgt. 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 checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sara Madden	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

c. **New Funding Opportunities:**

HRSA FY24 Behavioral Health Service Expansion – Human Services is exploring a HRSA funding opportunity that will provide up to \$1,100,000 over two years (9/1/24-8/31/26) to increase access to behavioral health services through starting or expanding mental health and substance use disorder services. There may also be potential for an annual appropriation in the H80 grant after the completion of the start-up period. The full application is due for submission by June 21, 2024. We would like to look at addressing some of the gaps in services discussed above, as well as expand services to the mobile medical units.

Motion/Vote to proceed with the submission of an application for this funding opportunity:

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 checked="" 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 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 checked="" 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sgt. 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"/>
Sara Madden	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

HRSA FY24 Transitions Justice-Involved Populations – Funding to provide connection to care within the last 90 days of an individual’s incarceration to assist with the transition into community. \$1,000,000 over two years (12/1/24-9/30/26). Human Services is still working with partners, including the Sheriff’s Office, to determine if this is something to pursue. Applications are due for submission by July 2, 2024, so an update on the status of the application development will be provided at the June meeting.

Motion/Vote to proceed with the submission of a grant application for this opportunity:

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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jen Post	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Kathy Neumann	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Victoria Kelly	<input checked="" 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sgt. 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"/>
Sara Madden	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

6. **New Business**

None

7. **Project Director Updates**

Elisa DeGregorio reiterated that our program has a lot of exciting things coming up in the next few months with Bayside reopening, grant opportunities, etc. We are looking at updating the EHR and are currently in contract negotiations with a vendor.

The meeting was adjourned at 4:06 p.m.

The next meeting will be held at 3:00 p.m. on **Tuesday, June 18, 2024**, via Microsoft Teams.