

Minutes of the Monthly Meeting of the Health Care for the Homeless (HCH) Co-Applicant Board July 23, 2024, 3:00 p.m.

Location of Meeting:

The July 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"/>
Victoria Kelly	Board Member – Vice-Chairperson	<input checked="" type="checkbox"/>
Christa Bruning	Board Member – Secretary	<input type="checkbox"/>
Maxine Booker	Board Member	<input type="checkbox"/>
Carolyn Keough	Board Member	<input checked="" type="checkbox"/>
Joe Pondolino	Board Member	<input type="checkbox"/>
Sgt. Eddie Hillmon	Board Member	<input 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 checked="" type="checkbox"/>
Ashley Sturm	Staff/Community Member	<input checked="" 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 checked="" 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 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 checked="" type="checkbox"/>
Kip Corriveau	Guest/Board Member Applicant	<input checked="" type="checkbox"/>
Megan Robinson	Guest	<input checked="" type="checkbox"/>

The regular meeting of the HCH Co-Applicant Board was called to order at 3:01 p.m.

1. **Chairman’s Report**

a. **Declaration of Conflicts of Interest**

None

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

New Member Application – Kip Corriveau

Motion/Vote to approve Kip Corriveau’s application for Board membership:

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"/>
Victoria Kelly	<input type="checkbox"/>	<input checked="" 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"/>
Kathy Neumann	<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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Avery Slyker	<input checked="" 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.

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

None

2. **Consent Agenda**

a. **Approval of Minutes, June 18, 2024**

b. **Medical Executive Committee Meeting Minutes, June 25, 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"/>
Victoria Kelly	<input checked="" 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"/>
Kathy Neumann	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>
Kip Corriveau	<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 June 2024.

- Medical: 1,277 unduplicated patients with 2,764 encounters. Trending down a bit from last year. Provider was out sick for a week in June, along with scheduling challenges with Bayside re-opening plans.
- Dental: Trend report was not available
- **Quality Improvement Presentation – Hypertension-Blood Pressure Control & Tobacco Assessment:** Presentation by Rhonda O’Brien.

4. **Governance/Operations**

- a. **Policy & Procedure Updates – Financial Management & Accounting Systems** – Elisa DeGregorio provided an overview of the annual update to Legislative mandates via HRSA bulletin. The HCH Program’s Policy & Procedure manual section on Financial Management & Accounting Systems was updated to align with the federal mandate. There are no substantial updates this year. Changes have been notated in red in the policy provided in the Board packet and encompass mostly date and title changes.

Motion/Vote to approve the policy changes as written:

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"/>
Victoria Kelly	<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"/>
Kathy Neumann	<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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sgt. Hillmon	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kip Corriveau	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

- b. **National Healthcare for the Homeless Conference 2024 Presentation** – Ashley Sturm provided a detailed overview on sessions she attended. Discussed the New York City Street Medicine Model and how we can implement some of the takeaways and metric tracking in our program; Virginia model for improving care and access to telehealth services in a street homeless clinic; and SOAR.

c. **Clinic Operations Updates**

- **MMU/Bayside/Street Medicine Calendars:** The calendars for July and August were provided in the Board packet for review and discussed during the meeting. Highlighted the closures on 7/26 for the ribbon cutting event and 7/31 for the move back to Bayside.
- **Staffing/Vacancies:** Extended an offer to a new Street Medicine provider – start date 8/16. Posted a position for a new MMU driver – conducting interviews.
- **Move to Safe Harbor and Mid-County Tracking:** Ashley Sturm...June/July had a dip in services due to staff illnesses and tentative move appointment rescheduling.

- d. **Bayside Expansion Update & Move-in Timeline:** Elisa DeGregorio provided an update on the status of the construction project with a tentative timeline for Bayside Clinic re-opening. Ribbon cutting event is this Friday, July 26, 2024, at 10:00am.

5. **Fiscal**

a. **Financial Report:**

Keri Vizandiou presented the financial report for invoices processed through June 30, 2024.

b. **Notice of Awards:**

None

c. **New Funding Opportunities:**

HRSA FY25 Expanded Hours Application Update - Expands access to health center services by increasing health center operating hours to meet identified patient and community needs. Budget period is 12/1/24-11/30/26. Max award is \$1,000,000 over two years (up to \$500,000 per year).

Since the last meeting, we have updated the application to seek \$110,000/year for the expansion of dental services on the MMU one day per week and extends the hours of medical services provided to 10 hours per day four days a week. The proposal also includes funding for another driver with a CDL license. Final submission due by 5pm tomorrow (July 24, 2024).

Motion/Vote to approve submission of the grant application:

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"/>
Victoria Kelly	<input checked="" 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"/>
Kathy Neumann	<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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>
Kip Corriveau	<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.

HRSA FY25 New Access Points Application Update - Supports new health center service delivery sites to expand affordable, accessible, and high-quality primary health care for underserved communities and populations. Max award is \$650,000 for 1 year from 6/1/25-5/31/26, pending congressional approval. The first application step is due for submission by August 15, 2024, with the full submission due by September 30, 2024.

Elisa DeGregorio has been reaching out to community partners to initiate discussions about where new access points could be. She spoke with Joe Pondolfino at Pinellas HOPE and discussed options with the clinic space there and has a meeting scheduled with Boley Centers next month. Still in the exploratory stage and will provide additional information in the August and/or September meeting.

6. **New Business**

Victoria Kelly shared the 2024 PIT will be presented on August 2, 2024, at 9am. Can log in via Zoom. CoC is also offering a no-cost 5-part trauma-informed care training available to service providers.

7. **Project Director Updates**

Thank you for your patience and bearing with us as we work diligently on the Bayside Clinic reopening. We look forward to seeing you all at the ceremony on Friday!

The meeting was adjourned at 4:30 p.m.

The next meeting will be held at 3:00 p.m. on **Tuesday, August 13, 2024**, via Microsoft Teams.