

Minutes of the Monthly Meeting of the Health Care for the Homeless (HCH) Co-Applicant Board September 10, 2024, 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"/>
Victoria Kelly	Board Member – Vice-Chairperson	<input checked="" type="checkbox"/>
Christa Bruning	Board Member – Secretary	<input type="checkbox"/>
Maxine Booker	Board Member	<input checked="" type="checkbox"/>
Carolyn Keough	Board Member	<input checked="" type="checkbox"/>
Joe Pondolfino	Board Member	<input checked="" type="checkbox"/>
Kip Corriveau	Board Member	<input checked="" type="checkbox"/>
Sgt. Matt Smith	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 type="checkbox"/>
Kathy Neumann	Board Member – Alternate for Maxine B.	<input type="checkbox"/>
Sandnes Boulanger	Board Member – Alternate for Carolyn K.	<input type="checkbox"/>
Lt. Zachary Haisch	Board Member – Alternate for Sgt. Smith	<input type="checkbox"/>
Abbey Collins	Board Member – Alternate for Christa B.	<input checked="" type="checkbox"/>
Megan Robinson	Board Member – Alternate for Victoria Kelly	<input checked="" 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"/>
Jennifer Reed	Staff/Community Member	<input checked="" 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 checked="" type="checkbox"/>
Krista McIlhanev-Issacs	Staff/Community Member	<input type="checkbox"/>
Karen Yatchum	Staff/Community Member	<input type="checkbox"/>
Abigail Stanton	Staff/Community Member	<input type="checkbox"/>
Greg Dow	Board Member Applicant	<input type="checkbox"/>
Melvin Thomas	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**

Christa Bruning submitted her resignation to the Board, as she is retiring from Boley Centers. Abbey Collins, her named alternate, has accepted Christa’s recommendation to replace her on the Board.

Motion/Vote to acknowledge Christa Bruning’s resignation and the appointment of Abbey Collins as her replacement on the Board:

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"/>
Abbey Collins	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Maxine Booker	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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. Smith	<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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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.

The new applicant, Greg Dow, was not able to attend today’s meeting but is excited to join the Board and provide consumer input. The Board reviewed his application and voted on his membership.

Motion/Vote to approving Greg Dow’s membership to the Co-Applicant Board:

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"/>
Abbey Collins	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maxine Booker	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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. Smith	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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.

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

None

2. **Consent Agenda**

a. **Approval of Minutes, August 13, 2024**

b. **Medical Executive Committee Meeting Minutes, August 27, 2024**

Motion/Vote to approve all consent agenda items 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"/>
Victoria Kelly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abbey Collins	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maxine Booker	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sgt. Smith	<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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Kip Corriveau	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Greg Dow	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 August 2024.
 - Medical: 1,499 unduplicated patients with 3,631 encounters.
 - Dental: 636 unduplicated patients with 2,122 encounters.
- **HCH Dashboard Review:** Presentation of the quarterly Clinical Quality Measures by Jodi Groth and Rhonda O’Brien.

4. **Governance/Operations**

a. **Strategic Priorities and Accomplishments** – Elisa DeGregorio walked through the 2023-2026 Strategic Plan and program priorities for the upcoming fiscal year, included in the Board packet for review.

b. **MMU Sites – Recommended Calendar Change** – Elisa DeGregorio reviewed the evaluation of new MMU sites and provided a recommendation of location change for the remainder of the year (starting next week) to park the MMU at the Bayside Health Clinic on Tuesdays through the remainder of the year, since utilization numbers are currently low at SVDP due to construction. Next year, we would like to bring the MMU to downtown St. Pete at the Human Services Office site on 1st Avenue North.

To ensure continuity of care for the clients at SVDP, DOH would like to meet with SDVP staff to discuss the individuals whose care would be affected by the location change to come up with a solution to still provide them services. Perhaps a telehealth option and/or buss pass to Bayside.

Tarpon Spring locations have historically been underutilized for the MMU, but the street medicine team does visit some northern areas of Pinellas County to provide services. It was suggested that scheduling a health Fair in the area may help build up interest and rapport of potential clients.

Motion/Vote to approve the presented MMU schedule changes:

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"/>
Abbey Collins	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maxine Booker	<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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sgt. Smith	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Kip Corriveau	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Greg Dow	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

c. The motion was **unanimously** approved.

d. Clinic Operations Updates

- **MMU/Bayside/Street Medicine Calendars:** The calendar for September was provided in the Board packet for review and discussed during the meeting. One of the Bayside providers is out on medical leave which is currently impacting services on Tuesday-Thursday from 5-8pm. DOH is working to get those shifts covered in the interim.
- **Staffing/Vacancies:** The new street medicine provider started last month. Three vacant positions include: the Public Health Services Manager over the Street Medicine & MMU teams, a APRN position and a second driver for the MMU.

e. **Budget Period Progress Report:** Elisa DeGregorio presented the summary of the annual Budget Period Progress Report that is being drafted for submission to HRSA by October 4, 2024. A copy of the final report submission will be provided at the next Board meeting.

Motion/Vote to approve the completion and submission of the annual Budget Period Progress Report:

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"/>
Abbey Collins	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maxine Booker	<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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sgt. Smith	<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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Kip Corriveau	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Greg Dow	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The motion was **unanimously** approved.

- f. **HLA Anti-Camping Education & 2024 PIT Report Results:** Victoria Kelly advised the 2024 Point in Time Report is posted to the HLA’s website and provided an overview of key details that related to the HCH program. The 2025 Point in Time Count will take place on January 30, 2025. Anti-camping law flyers in English and Spanish were included in the packet.

5. **Fiscal**

- a. **Financial Report:** Keri Vizandiou presented the financial report through August 14, 2024.
- b. **Notice of Awards:**
None
- c. **New Funding Opportunities:**
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 deadline has been extended to August 30, 2024, with the full submission due by September 30, 2024.

Elisa DeGregorio provided an overview of the locations that were reviewed as potential sites for expanded services and the recommendation to add DOH office St. Petersburg location as a proposed site for expanded services. This location is currently a medical home for PCHP and is within the heat map zone in St. Petersburg where a large area of homeless individuals resides.

Motion/Vote to approve the proposed site of DOH St. Petersburg:

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"/>
Abbey Collins	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maxine Booker	<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 checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sgt. Smith	<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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Kip Corriveau	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Greg Dow	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The motion was **unanimously** approved.

- d. **FY24-25 Grant Application and Award Update** – Lisa Carrillo provided a brief overview of the new TIEH grant awards the County received to provide support at Safe Harbor. Summaries were included in the Board packet.

6. **New Business**

7. **Project Director Updates**

Elisa DeGregorio advised a survey will be sent out soon to assist with input on the pharmacy program.

Victoria provided links to upcoming training opportunities for the Board.

The meeting was adjourned at 4:42 p.m.

The next meeting will be held at 3:00 p.m. on **Tuesday, October 8, 2024**, via Microsoft Teams.