

# Minutes of the Monthly Meeting of the Health Care for the Homeless (HCH) Co-Applicant Board April 8, 2025, 3:00 p.m.

**Location of Meeting:**

*The April meeting of the HCH Co-Applicant Board was held by Microsoft Teams/telephone. 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"/>
Abbey Collins	Board Member – Secretary	<input checked="" type="checkbox"/>
Maxine Booker	Board Member	<input checked="" type="checkbox"/>
Carolyn Keough	Board Member	<input checked="" type="checkbox"/>
Joe Pondolfino	Board Member	<input 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"/>
Greg Dow	Board Member	<input type="checkbox"/>
Melvin Thomas	Board Member	<input checked="" 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"/>
Megan Robinson	Board Member – Alternate for Victoria Kelly	<input type="checkbox"/>
David Moran	Board Member – Alternate for Sara Mollo	<input type="checkbox"/>
Samantha McGrosky	Board Member – Alternate for Maxine Booker	<input type="checkbox"/>
Marcy MacMath	Board Member – Alternate for Abbey Collins	<input 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"/>
Marilyn Quiles	Staff/Community Member	<input checked="" type="checkbox"/>
Dominique Randall	Staff/Community Member	<input type="checkbox"/>
Matthew DiFiore	Staff/Community Member	<input type="checkbox"/>
Keri Vizandjou	Staff/Community Member	<input type="checkbox"/>
Tim Burns	Staff/Community Member	<input type="checkbox"/>
Karen Yatchum	Staff/Community Member	<input type="checkbox"/>
Abigail Stanton	Staff/Community Member	<input checked="" type="checkbox"/>
Dr. Mahima Pandey	Staff/Community Member	<input checked="" 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

None

### c. Unfinished Business/Follow-Up

Project Director Evaluation Update. Seven (7) evaluations were received. Since this is a majority, the process can proceed. The subcommittee will meet to review evaluations and compile an overview of results.

## 2. Consent Agenda

### a. Approval of Minutes, March 11, 2025

### b. Medical Executive Committee Meeting Minutes – March 25, 2025

**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 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sgt. Matt 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 Mollo	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Kip Corriveau	<input checked="" 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"/>
Melvin Thomas	<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. Quality Improvement Presentations

- **Specialty Care Dashboard:** Presentation by Melissa VanBruggen.

### b. Active Clients/Encounters Trend Reports

- **Medical/Dental Trend Reports:** Rhonda O'Brien reviewed the client trend reports provided in the Board packet for March 2025.
  - Medical: 838 unduplicated patients with 1,352 encounters.
  - Dental: 416 unduplicated patients with 874 encounters.

## 4. Governance/Operations

- a. **Policy & Procedure Update** – Elisa DeGregorio presented about the update to the sliding fee discount program. Language was updated to clarify what type of documentation is required for establishment of need.

**Motion/Vote** to approve policy update 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 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sgt. Matt 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 Mollo	<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"/>
Melvin Thomas	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

**b. Clinic Operations Updates**

- **Staffing/Vacancies:** Vacant positions include two APRN providers and a street medicine provider. Additionally, Ashley Sturm has resigned from her position as the program manager effective at the end of April.
- **MMU/Bayside/Street Medicine Calendars:** The calendar for April was provided in the Board packet for review and discussed during the meeting.

**c. Outreach Events:**

- Stress Health Fair at the Bayside Health Clinic – April 16<sup>th</sup> 1:30-3:30pm

**5. Fiscal**

- Financial Report:** The FY25 financial report through March 14, 2025, was included in the packet and presented during the meeting.
- Notice of Awards:**  
None
- New Funding Opportunities:**  
None

**6. New Business**

Victoria extended an invitation for a member from the committee to attend a CoC Lived Experience Advisory Committee (LEAC) meeting to present and receive client feedback about the HCH program.

**7. Project Director Updates**

Elisa DeGregorio reported on reorganization at federal Department of Health and Human Services. Thus far, there has been no direct impact to Pinellas County programs. Pinellas County is in the process of reviewing RFPs for the CARE vehicle, pharmacy services, and the behavioral health RFI. The County is also working on implementing the new electronic records database.

The meeting was adjourned at 3:51 pm.

The next meeting will be held at 3:00 p.m. on **Tuesday, May 13, 2025**, via Microsoft Teams.