Minutes of the Monthly Meeting of the
Health Care for the Homeless (HCH) Co-Applicant Board
May 12, 2026, 3:00 p.m.

Location of Meeting:
The May 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	☒
Gary Small	Board Member – Vice Chair	☒
Abbey Collins	Board Member – Secretary	☒
Carolyn Keough	Board Member	☒
Joe Pondolfino	Board Member	☐
Kip Corriveau	Board Member	☒
Sgt. Matt Smith	Board Member	☒
Avery Slyker	Board Member	☒
Melvin Thomas	Board Member	☒
Valerie Soberon	Board Member	☒
Cheri Holzbacher	Board Member	☒
Dan White	Board Member	☒
Ashley Roura	Board Member	☒
Sandnes Boulanger	Board Member – Alternate for Carolyn Keough	☐
Lt. Zachary Haisch	Board Member – Alternate for Sgt. Smith	☐
David Moran	Board Member – Alternate for Ashley Roura	☐
Marcy MacMath	Board Member – Alternate for Abbey Collins	☐
Cindy Kazawitch	Board Member – Alternate for Cheri Holzbacher	☐
Melissa VanBruggen	Staff/Community Member	☒
Ann Marie Hossley	Staff/Community Member	☒
Karen Hodge	Staff/Community Member	☐
Rhonda O'Brien	Staff/Community Member	☐
Gerni Oster	Staff/Community Member	☐
Tracy Whyte	Staff/Community Member	☒
Elisa DeGregorio	Staff/Community Member	☒
Lisa Carrillo	Staff/Community Member	☒
Jennifer Reed	Staff/Community Member	☒
Dominique Randall	Staff/Community Member	☐
Matt DiFiore	Staff/Community Member	☐
Jessica Aragon	Staff/Community Member	☒
Keri Vizandiou	Staff/Community Member	☐
Kelsey Ruggiero	Staff/Community Member	☒
Karen Yatchum	Staff/Community Member	☐
Abigail Stanton	Staff/Community Member	☒
Dr. Mahima Pandey	Staff/Community Member	☒

The regular meeting of the HCH Co-Applicant Board was called to order at 3:02p.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 Evaluations are complete. The average overall score was 3.5 out of 4. Overall feedback was positive with a comment relating to ensuring the board packet is to the board members earlier. Lisa Carrillo advised the packet is not prepared by the Project Director and is often delayed due to the finalization of presentations or documents. Lisa and Elisa will work on a solution to send out the voting items a couple days ahead of the full packet to give the Board additional time to review.

2. **Consent Agenda Approval**

   a. HCH Co-Applicant Board Meeting Minutes – April 14, 2026
   b. Medical Executive Committee Meeting Minutes-April 2026.

   Motion/Vote to approve all consent agenda items as presented:

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain	Absent
Edi Erb	☐	☐	☒	☐	☐	☐
Gary Small	☐	☐	☒	☐	☐	☐
Abbey Collins	☐	☐	☒	☐	☐	☐
Carolyn Keough	☐	☐	☒	☐	☐	☐
Joe Pondolfino	☐	☐	☐	☐	☐	☒
Sgt Matt Smith	☐	☐	☒	☐	☐	☐
Avery Slyker	☐	☒	☒	☐	☐	☐
Kip Corriveau	☐	☐	☒	☐	☐	☐
Melvin Thomas	☐	☐	☐	☐	☐	☒
Valerie Soberon	☐	☐	☒	☐	☐	☐
Cheri Holzbacher	☒	☐	☒	☐	☐	☐
Dan White	☐	☐	☐	☐	☐	☒
Ashley Roura	☐	☐	☒	☐	☐	☐

   The motion was **unanimously** approved.

3. **Clinical**

   a. **Quality Improvement Presentations**
      - **Mental Health Awareness** – Tracy Whyte from NAMI Pinellas County presented on mental health awareness.
      - **HCH Behavioral Health Report-** Dr. Mahima Pandey presented on the Healthcare for the Homeless Behavioral Health Program.

   b. **Active Clients/Encounters Trend Reports**
      - **Medical/Dental Trend Reports:** Rhonda O'Brien reviewed the client trend reports provided in

the Board packet for April 2026.

- Medical: 1,073 unduplicated patients with 1,881 encounters.
- Dental: 478 unduplicated patients with 1,235 encounters.

4. **Governance/Operations**

a. **Patient Satisfaction & Customer Services**-Policies surrounding procedures for patient satisfaction and grievance policies were discussed.

b. **Policy and Procedure Updates –** Elisa DeGregorio discussed the 2026 legislative mandates and the updated policies and procedures that follow.

c. **Motion/Vote** to approve Policy and Procedure Updates as presented:

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain	Absent
Edi Erb	☐	☐	☒	☐	☐	☐
Gary Small	☐	☐	☒	☐	☐	☐
Abbey Collins	☐	☐	☒	☐	☐	☐
Carolyn Keough	☒	☐	☒	☐	☐	☐
Joe Pondolfino	☐	☐	☐	☐	☐	☒
Sgt Matt Smith	☐	☐	☒	☐	☐	☐
Avery Slyker	☐	☐	☒	☐	☐	☐
Kip Corriveau	☐	☒	☒	☐	☐	☐
Melvin Thomas	☐	☐	☒	☐	☐	☐
Valerie Soberon	☐	☐	☒	☐	☐	☐
Cheri Holzbacher	☐	☐	☒	☐	☐	☐
Dan White	☐	☐	☒	☐	☐	☐
Ashley Roura	☐	☐	☒	☐	☐	☐

The motion was **unanimously** approved.

d. Clinic Operations Updates

- **Staffing/Vacancies:** The primary driver position for the MMU is still vacant. Clinical nurse at Bayside and street med nurse also vacant positions.

e. MMU Calendar: No updates to locations. The clinic will be closed on Memorial Day.

f. Outreach Events: Men’s Health event is scheduled for June 15, 2026, at Safe Harbor. Flyer should be finalized to share at the June Board meeting.

5. **Fiscal**

a. **Financial Report:** The HCH FY26 Finance Report through May 1, 2026, was included in the Board packet for review.

b. **Notice of Awards:**
N/A

c. New Funding Opportunities
Lisa Carrillo provided a summary of the FY26 HRSA Expanding Nutrition Services funding forecast, which provides $350,000 per year for two years. The current application due date is June 9, 2026; however the funding opportunity has been pulled for revisions, so we anticipate the submission date to be extended.

Preliminary discussions have been held to propose a “Food is Medicine” program at Bayside, on the mobile vehicles and at the HCH health fairs.

- **Motion/Vote** to approve drafting an application for HRSA Expanding Nutrition Services:

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain	Absent
Edi Erb	☐	☐	☒	☐	☐	☐
Gary Small	☐	☐	☒	☐	☐	☐
Abbey Collins	☐	☐	☒	☐	☐	☐
Carolyn Keough	☐	☐	☒	☐	☐	☐
Joe Pondolfino	☐	☐	☐	☐	☐	☒
Sgt Matt Smith	☐	☐	☒	☐	☐	☐
Avery Slyker	☐	☒	☒	☐	☐	☐
Kip Corriveau	☐	☐	☒	☐	☐	☐
Melvin Thomas	☐	☐	☒	☐	☐	☐
Valerie Soberon	☐	☐	☒	☐	☐	☐
Cheri Holzbacher	☐	☐	☒	☐	☐	☐
Dan White	☐	☐	☐	☐	☐	☒
Ashley Roura	☒	☐	☒	☐	☐	☐

- The motion was **unanimously** approved.

6. **<u>New Business</u>**
   N/A

7. **<u>Project Director Updates</u>**
   Interim evaluation report has been received. Full evaluation is expected to be complete by the end of May. This will be presented to both the Co-Applicant Board and the Board of County Commissioners.

   The meeting was adjourned at 3:56 pm.

   The next meeting will be held at 3:00 p.m. on **Tuesday, June 9, 2026,** via Microsoft Teams.