Minutes of the Monthly Meeting of the Health Care for the Homeless (HCH) Co-Applicant Board

July 14, 2026, 3:00 p.m.

Location of Meeting:

The July 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	☒
Elisa DeGregorio	Staff/Community Member	☒
Lisa Carrillo	Staff/Community Member	☒
Jennifer Reed	Staff/Community Member	☒
Dominique Randall	Staff/Community Member	☐
Matt Difore	Staff/Community Member	☐
Jessica Aragon	Staff/Community Member	☐
Keri Vizandiou	Staff/Community Member	☐
Karen Yatchum	Staff/Community Member	☐
Abigail Stanton	Staff/Community Member	☐
Dr. Mahima Pandey	Staff/Community Member	☐
Tim Burns	Staff/Community Member	☒
Jason Mortham	Guest	☐

The regular meeting of the HCH Co-Applicant Board was called to order at 3:05 p.m.

1. **Chairman's Report**

   a. **Declaration of Conflicts of Interest**
   N/A

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

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

2. **Consent Agenda Approval**

   a. HCH Co-Applicant Board Meeting Minutes – June 9, 2026. Medical Executive Committee Meeting Minutes – June 22, 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. Smith	☐	☐	☒	☐	☐	☐
Avery Slyker	☐	☐	☒	☐	☐	☐
Kip Corriveau	☐	☐	☒	☐	☐	☐
Melvin Thomas	☐	☐	☐	☐	☐	☒
Valerie Soberon	☐	☐	☐	☐	☐	☒
Cindy Kazawitch	☐	☐	☐	☐	☐	☒
Dan White	☐	☒	☒	☐	☐	☐
Ashley Roura	☐	☐	☒	☐	☐	☐

   The motion was **unanimously** approved.

3. **Clinical**

   a. **Quality Improvement Presentation**
      - **Colorectal Cancer Awareness** – Presented by Rhonda O'Brien.

   b. **Active Clients/Encounters Trend Reports**
      - **Medical/Dental Trend Reports:** Rhonda O'Brien presented the client trend reports provided in the Board packet for June 2026.
        - Medical: 483 Clients with 571 Encounters in June.
          - Total CYTD is 1,393 unduplicated clients with 2,959 encounters.
        - Dental: 203 Clients with 333 Encounters in June.
          - Total CYTD has 614 unduplicated clients with 1,869 encounters.

4. **Governance/Operations**

   a. Clinic Operations Updates
   - **Staffing/Vacancies:** New Driver is starting this week. Additionally, clinical support nurse and care coordinator positions are vacant.
   - **MMU/Bayside Calendar:** No updates to locations.

   b. New Application/Enrollment System Launch: Elisa DeGregorio provided an overview of the new electronic application portal in HS Connections that has launched in support of program enrollment.

   c. **Outreach Events:** National Health Center Week is August 2-8, 2026. Each day focuses on an important component for health centers, including history, staff appreciation, patient appreciation, health conditions, population, partners and gratitude/vision.

5. **Fiscal**

   a. **Financial Report:** The HCH FY26 Finance Report through July 9, 2026, was included in the Board packet for review.

   b. **Notice of Awards:** Lisa Carrillo presented a notice of award pertaining to the no cost extension for the CARE vehicle. The extension is for time only and does not have any financial impact. The new project end date will be February 28, 2027.

   Motion/Vote to approve the notice of award:

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

The motion was **unanimously** approved.

Lisa Carrillo presented a notice of award (NOA) pertaining to the disposition of dental equipment purchased under the grant award that funded the initial construction of the Bayside health Clinic. The dental equipment has exceeded its useful life expectancy and has been replaced by new equipment. This NOA documents approval to dispose of the old equipment without any further obligation to HRSA.

Motion/Vote to approve the notice of award:

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

The motion was **unanimously** approved.

c. <u>New Funding Opportunities</u>

Lisa Carrillo provided a quick update on the status of the Expanding Nutrition Services funding opportunity, which was reposted by HRSA in early July with a due date of September 9, 2026.

Lisa also presented a notice of funding opportunity from SAMHSA for Medication Assisted Treatment-Prescription Drug and Opioid Addiction programs. Pinellas County intends to apply for this opportunity, in partnership with Operation Par, in support of MAT at all HCH and PCHS locations including the new mobile medical unit.

Motion/Vote to approve the development of an application for the Medication Assisted Treatment Prescription Drug and Opioid Addiction grant:

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

The motion was **unanimously** approved.

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

N/A

7. **Project Director Updates**

Next week is the Florida Association of Community Health Centers in Orlando. PCHS will be giving a presentation at the conference.

The case management system was launched last week.

We just received a second draft of the healthcare evaluator's report. Elisa is hoping to have information out by next month.

The meeting was adjourned at 4:07 pm.

The next meeting will be held at 3:00 p.m. on **Tuesday, August 11, 2026,** via Microsoft Teams.