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

September 8, 2026, 3:00 p.m.

Location of Meeting:

The September 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	☒
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	☐
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	☒
Dr. Mahima Pandey	Staff/Community Member	☒
Elisa DeGregorio	Staff/Community Member	☒
Lisa Carrillo	Staff/Community Member	☒
Jennifer Reed	Staff/Community Member	☒
Dominique Randall	Staff/Community Member	☒
Tim Burns	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	☒
Chloe Byrd	Staff/Community Member	☒
Jason Mortham	Staff/Community Member	☒

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**
   N/A

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

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

2. **Guest Presentation--** Mobile Lung Screening presentation by Chloe Byrd, MPH, CPH from Moffit Cancer Center.

3. **Consent Agenda Approval**

   a. HCH Co-Applicant Board Meeting Minutes – August 11, 2026. Medical Executive Committee Meeting Minutes – August 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	☐	☐	☒	☐	☐	☐
Joe Pondolfino	☒	☐	☒	☐	☐	☐
Lt. Zachary Haisch	☐	☐	☒	☐	☐	☐
Avery Slyker	☐	☒	☒	☐	☐	☐
Kip Corriveau	☐	☐	☒	☐	☐	☐
Melvin Thomas	☐	☐	☒	☐	☐	☐
Valerie Soberon	☐	☐	☐	☐	☐	☒
Cheri Holzbacher	☐	☐	☒	☐	☐	☐
Dan White	☐	☐	☒	☐	☐	☐
Ashley Roura	☐	☐	☒	☐	☐	☐

   The motion was **unanimously** approved.

4. **Clinical**

   a. **Active Clients/Encounters Trend Reports**

   - **Medical/Dental Trend Reports:** Rhonda O'Brien presented the client trend reports provided in the Board packet for August 2026.
     - Medical: 528 Clients with 356 Encounters in August.
       - Total CYTD is 1,630 unduplicated clients with 3,975 encounters.
     - Dental: 219 Clients with 281 Encounters in August.
       - Total CYTD has 739 unduplicated clients with 2,513 encounters.

5. **Governance/Operations**

a. Policy & Procedure Updates-Elisa DeGregorio presented revisions to the policy and procedure manual.

Motion/Vote to approve updated policies and procedures as presented:

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain	Absent
Edi Erb	☐	☐	☒	☐	☐	☐
Gary Small	☐	☐	☐	☐	☐	☒
Abbey Collins	☐	☐	☒	☐	☐	☐
Joe Pondolfino	☐	☐	☒	☐	☐	☐
Lt. Zachary Haisch	☐	☒	☒	☐	☐	☐
Avery Slyker	☐	☐	☒	☐	☐	☐
Kip Corriveau	☐	☐	☒	☐	☐	☐
Melvin Thomas	☐	☐	☒	☐	☐	☐
Valerie Soberon	☐	☐	☐	☐	☐	☒
Cheri Holzbacher	☐	☐	☒	☐	☐	☐
Dan White	☒	☐	☒	☐	☐	☐
Ashley Roura	☐	☐	☒	☐	☐	☐

The motion was **unanimously** approved.

b. HRSA Scope of Project Changes/Updates Elisa DeGregorio discussed HRSA guidance with respect to updates to the Health Center program Scope of Project Policy Manual.

c. Clinic Operations Updates

- **Staffing/Vacancies:** Mobile team supervisor, street medicine driver, and clinical support nurse positions are all vacant.
- **MMU/Bayside Calendar:** No updates to locations. The MMU has been in an out of service for a couple of weeks due to ongoing repairs and maintenance.
- **Miscellaneous:** Bayside Clinic is distributing bug spray to combat Dengue Fever, which had a small outbreak in Pinellas County.

d. Outreach Events: A free health fair and community lunch will be held on Friday, October 9 at 10am at the St. Petersburg Salvation Army. World Homeless Day is the following day on October 10.

e. **CARE Vehicle Progress Update:** Lisa Carrillo reported on the progress of the new mobile medical unit which will be focused on behavioral health. The wrap was recently approved in line with the medical program branding.

6. **Fiscal**

a. **Financial Report:** An updated report was not available; will be presented next month.

b. **Notice of Awards:** Lisa Carrillo presented two notices of award, one for the de-obligation and closeout for the H80 grant that ended on 2/28/2026, and the other approving a carryover of $70,439.00 into the current grant year.

Motion/Vote to approve acceptance of both notices of award, as presented:

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain	Absent
Edi Erb	☐	☐	☒	☐	☐	☐
Gary Small	☐	☐	☒	☐	☐	☐
Abbey Collins	☐	☒	☒	☐	☐	☐
Joe Pondolfino	☐	☐	☒	☐	☐	☐
Lt. Zachary Haisch	☐	☐	☒	☐	☐	☐
Avery Slyker	☒	☐	☒	☐	☐	☐
Kip Corriveau	☐	☐	☒	☐	☐	☐
Melvin Thomas	☐	☐	☒	☐	☐	☐
Valerie Soberon	☐	☐	☐	☐	☐	☒
Cheri Holzbacher	☐	☐	☒	☐	☐	☐
Dan White	☐	☐	☒	☐	☐	☐
Ashley Roura	☐	☐	☒	☐	☐	☐

The motion was **unanimously** approved.

c. New Funding Opportunities

N/A

7. **New Business**

The CoC has an information session this evening, Tuesday, September 8 at 5:30. The 2026 PIT count report has been finalized and was presented last Friday. Any groups that want more information or to schedule a presentation can reach out to Cheri Hozbacher. We will schedule a presentation for the Co-Applicant Board later this year.

8. **Project Director Updates**

Elisa DeGregorio reported on her visits to community partners including Oldsmar Cares, which is a clothing and food bank. Last week, Elisa visited Boley and viewed their firefly project. Discussions surrounding Pinellas County bringing the street medicine team to these locations at a future date.

Pinellas County has accepted the final health care evaluation report and are currently scheduling a date to share with the Co-applicant Board and the Board of County Commissioners.

The meeting was adjourned at 3:59 pm.

The next meeting will be held at 3:00 p.m. on **Tuesday, October 13, 2026,** via Microsoft Teams.