

Contra Costa County Health Services  
Health Care for the Homeless Co-Applicant Governing Board

The mission of the Health Care for the Homeless Co-Applicant Board is to oversee, guide and assist the Program in its efforts to deliver high quality health care to a diverse and medically underserved community. The Co-Applicant Board will use its skills, expertise and life experience to make policies and operational decisions which will provide the best benefit to the Program and client.

## MEETING MINUTES

**DATE, TIME:** Wednesday, May 15, 2019 11:00-12:30pm

**LOCATION:** Zion Conference Room, 2500 Bates Avenue, Suite B, Concord, CA 94520

**ATTENDANCE:** Dr. Wendel Brunner, Teri House, Bill Jones, Jonathan Russell, Jonathan Perales, Bill Shaw, Michael Callanan, Nhang Luong & Jennifer Machado

**ABSENT:** Shayne Kaleo

**HCH STAFF ATTENDANCE:** Rachael Birch (HCH Project Director), Linae Young (HCH Planning & Policy Manager), Dr. Joseph Mega (HCH Medical Director) - *Telephonic*, Julia Surges (HCH Health Planner Evaluator)

**PUBLIC ATTENDANCE:** None

---

### Agenda Items for Approval and/or Review:

1. **Action Item: APPROVAL – April Meeting Minutes**
  2. **Quality Improvement/Assurance & Program Performance Reports** by HCH Medical Director
  3. **Action Item: APPROVAL – HRSA Behavioral Health Funding Opportunity**
- 

### Welcome & Introduction

- Introduction to board members and community members present
- 

**Action Item: Approval of April Board Meeting Minutes**

Contra Costa County Health Services  
Health Care for the Homeless Co-Applicant Governing Board

**Motion**

- A. **Statement: I move to approve the minutes from April 2019.**
  - B. **Motion Made by: Jonathan Russell**
  - C. **Seconds the Motion: Jennifer Machado**
  - D. *Discussion: None*
  - E. *In Favor: ALL*  
*Opposed: None*  
*Abstains: None*  
*Absent: Shayne Kaleo, Teri House, Bill Jones*
- Motion Result: PASSED**

---

**Standing Item: Quality Improvement/Assurance & Program Performance Reports**

(Julia Surges, HCH Health Planner Evaluator)

*Attachment: 2018 HCH Infographic*

1. Diabetes (Controlled Diabetes A1 less than 9)
  - a. HCH Specific data compliance rate is higher than 2018 UDS compliance.
  - b. HCH program focusing many QI efforts on this measure
2. Depression (patients screened, screened positive and were referred, warm hand off, etc. to Behavioral Health)
  - a. Sample of 70 charts
  - b. Compliance is lower than 2018 UDS
  - c. SBIRT in HCH mobile clinics versus ambulatory clinics
    - i. Ambulatory clinics all complete SBIRT, our HCH program is now implementing them in our Mobile Clinics and in Outreach
    - ii. Why late implementation to mobile and outreach of SBIRT?
      - (1) Privacy and time
      - (2) We have mental health clinicians at many of our sites so did not necessarily think to conduct an SBIRT

**HCH Program Action Items:**

- Review SBIRT screened positive and received follow up care

---

**Action Item: HRSA Behavioral Health Funding Opportunity**

Contra Costa County Health Services

Health Care for the Homeless Co-Applicant Governing Board

1. Grant Amount: \$145,000 to expand MH and AOD ongoing funding
  - a. Proposal - hire an .75 FTE RN to do case management for those with AOD and MH
    - i. They will serve those clients deemed with MH/AOD
      1. Helpful to have an RN who can help facilitate medications
      2. Serve those who are dual-diagnosed and it makes their care complicated – want a nurse to work closely with this population
      3. MHCS will refer to this nurse and pick up more complicated medical clients
  - b. Remainder .25FTE will be covered by revenue and RN will also work in our clinics
  - c. RN Applicants MH/AOD experience
  - d. Where will this person be stationed – TBD
    - i. Could use more at the shelters

**Motion**

**F. Statement: I move to approve application and acceptance of funds if awarded for the Behavioral Health Funding Opportunity.**

**G. Motion Made by: Teri House**

**H. Seconds the Motion: Jonathan Russell**

**I. Discussion: None**

**J. In Favor: ALL**

Opposed: None

Abstains: None

Absent: Shayne Kaleo

**Motion Result: PASSED**

---

**Board Recruitment & Evaluation**

1. **Action item: Resignation of HCH Board Member**
  - a. Board Member spoke to HCH management and sent email to share with Board regarding resignation.

Contra Costa County Health Services  
Health Care for the Homeless Co-Applicant Governing Board

**Motion**

- K. **Statement: I move to approve Shayne's resignation from the HCH Board.**
  - L. **Motion Made by: Jennifer Machado**
  - M. **Seconds the Motion: Jonathan Russell**
  - N. *Discussion: None*
  - O. *In Favor: ALL*  
Opposed: None  
Abstains: None  
*Absent: Shayne Kaleo*
- Motion Result: PASSED**

2. Anka Behavioral Health will be closing their doors.
  - a. Antioch MH shelter site – reclassified = flood zone, can no longer invest any Federal funding into this site
  - b. County working to ensure that these programs remain intact
    - i. Hume Center?
    - ii. Reach out to MH/SA network
  - c. Berkeley Food and Housing will be taking over the Central County Care Site
3. Board would like to develop a list of BH providers in CCC and reach out to them for our board
  - a. Send a generic letter
4. Rubicon services
5. Re-Entry For Success (works with people in post-incarceration)
6. Bi-Bett – outpatient AOD programs and run all the methadone clinics in the county
7. Family Justice Center
8. Faith Community
9. Bay Area All In One
10. Goal is to add 2-3 members

**HCH Program & Board Action Items:**

Recruitment Plan

1. Develop list of BH providers in County (Rachael and Linae)
2. Draft a letter to send out to organizations (Rachael and Linae)
3. Send out list and letter to Board (Linae)
4. If you have a direct connection – use the developed letter and reach out individually (Board Members)

Contra Costa County Health Services  
Health Care for the Homeless Co-Applicant Governing Board

- a. Notify Linae when/who making connection with (Board Members)
5. Individually create a list of connections to organizations to expand board
  - a. Bill S. to create a list of networks/people to reach out to from faith community →
  - b. Recruitment Letter to Bill S. (and Board) by May 30<sup>th</sup>

**HCH Program Action Items:**

- Bill Shaw to present on Winter Nights
- 

**Standing Item: HCH Program Updates & Community Updates**

1. HCH Strategic Plan Committee (*Jonathan R., Teri, Jennifer, and Nhang*)
  - a. Meet to review goal objectives created by HCH Key management staff
2. Next meeting attendance – June 19, 2019
  - a. All to attend
3. New East County Locations?
  - a. Oakley - Parking lot on the other side of the bridge near Kmart
  - b. Brentwood - by the tracks 6-8 people
  - c. Bay Point – All in One non profit that bring the community together
  - d. Antioch - St Vincent De Paul/Good Shepherd
  - e. Martinez - Marina
4. Trinity Center Gala Tomorrow Night
5. Jennifer Church with a kitchen → need to upgrade kitchens = expensive
  - a. Let Jennifer know if there are contacts of ppl who have access to their kitchen
6. New Mobile Application that connects people who need housing and those that have available housing, specifically for the elderly

**HCH Program & Board Action Items:**

- Linae to send out doodle poll to committee to schedule meeting for committee
- 

**Standing Item: Future Matters**

1. Board evaluation and recruitment
2. Clinical Reports – HCH Productivity
3. Quality Improvement & Assurance Report
4. Quality Improvement & Assurance Plan Request for Approval
5. Health questions for PIT 2020

Contra Costa County Health Services  
Health Care for the Homeless Co-Applicant Governing Board

---

**Standing Item: Next Meeting and Time**

Wednesday, June 19, 2019

11:00-12:30pm

2500 Bates Avenue, Suite B

Zion Conference Room

Concord, CA 94520

DRAFT

**Approval of HCH Co-Applicant Board Meeting Minutes from May 15, 2018**

**Board Chair Signature** Wendell Brunner, MD

**Date** 6/17/2019