

**County of Sacramento DHHS / PHS  
Health Care for the Homeless Co-Applicant Board (HCHCAB)**

**Meeting Minutes**

April 17, 2015, 9:30 AM - 10:30 AM

**Meeting Location**

Loaves and Fishes  
Delany Center (1<sup>st</sup> Floor Board Room)  
401 North 12<sup>th</sup> Street  
Sacramento, CA 95820

Sacramento County, DHHS, Division of Primary Health Services, Healthcare for the Homeless website link:

<http://www.dhhs.saccounty.net/PRI/Pages/HCH%20Co-App/Health-Care-for-the-Homeless.aspx>

x = Present

<b>CO-APPLICANT BOARD MEMBERS</b>		<b>GUESTS</b>	
	Paula Lomazzi, Chair - <i>excused</i>	x	Marty Keale
	Mike Blain, Co-Chair - <i>excused</i>	x	Sally Ooms
x	Rebecca Hahn		
x	Maria Respall		
	Shavinder Sanga, RN - <i>excused</i>		
		<b>COUNTY DHHS STAFF</b>	
	Vacant – Community Member	x	Marcia Jo – HCH Project Director
	Vacant – Homeless/Formerly Homeless	x	Karen Giordano – Staff Planner
	Vacant – Homeless/Formerly Homeless		
	Vacant – Community Member		

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Topic	Minutes
<p>Welcome, introductions and announcements – <i>Maria Respoll</i></p>	<p>Maria Respoll, acting Chair, called the meeting to order at 9:38 AM, welcomed participants, facilitated introductions, reviewed the agenda and focus topics for today’s discussion and inquired if there were announcements to share with members.</p> <p>Marcia Jo announced the Medi-Cal Managed Care Advisory Committee meeting on Monday, April 27, 2015, 3:00 PM – 5:00 PM, will focus on “Meeting the Needs of the Homeless Population.” The purpose of the committee is to improve services and health outcomes for beneficiaries. Committee members include stakeholders from hospital systems, health plans, IPAs, advocates (legal), community clinics, pharmacist, physicians, beneficiary, County Department of Human Assistance and County Department of Health and Human Services. All are welcome to attend. The meeting is open to the public and there are opportunities for public comment.</p> <p>Marty Keale reported that he attended a Sacramento Steps Forward (SSF) meeting recently to gather information to report to the committee.</p> <p>Rebecca Hahn announced that there is funding available from Department of Human Assistance to pay for utilities or other needs for individuals. This funding is limited and may run out soon.</p>
<p>Documents Review and Approval – <i>Marcia Jo</i></p>	<p>Marcia Jo facilitated the overview and discussion of the Health Care for the Homeless (HCH) Program Budget and Uniform Data System (UDS) Report and Quality Assurance Performance Measures.</p> <p>The HCH Program Budget and UDS Report are available on the website under 2015 Meeting Materials.</p> <p><u>Program Budget</u> The group reviewed and discussed the program budget, including the revenue sources, direct expenses, contractual expenditures for TEACH UCD program, and indirect charges. Marcia emphasized that the Board will have opportunities to review and approve a budget before submitting the budget to the grantee or to the Board of Supervisors. This group approves the program budget, although there was no quorum.</p> <p>Maria Respoll asked if it is possible to set aside money to purchase first aid kits or gift cards as incentives for individuals who attend functions. Maria indicated that many shelters are not allowed to provide over-the-counter medications to individuals and nurses are not able to distribute over-the-counter medications.</p> <p>Rebecca reported that many times individuals from the shelters are taken to the hospital emergency department for headaches or toothaches or other non-urgent primary care issues because staff members cannot provide pain relievers or ointments. She suggested having gift cards as incentives and available and stored for individuals. Marcia reported that there are first aid kits left over from an event that may be distributed.</p>

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<p>Continued: Documents Review and Approval – <i>Marcia Jo</i></p>	<p>Rebecca Hahn suggested using funds to purchase refreshments for a meet and greet at the Medical Home located at Broadway and Stockton Blvd to encourage beneficiary participation in the Board and purchase snacks for events to make the Board more visible in the community.</p> <p>Maria Respall agreed with Rebecca and advocated for purchasing name tags for board members to promote the Board's presence with community partners and with beneficiaries.</p> <p>Marcia Jo explained the TEACH UCD program. The group thought the TEACH program was beneficial for the program and members since they provide a lot of individual attention and services to beneficiaries.</p> <p>Sally Ooms recommended purchasing banners to promote branding and awareness of the Board and using refreshments during the meetings to foster beneficiary recruitment. She will look into types of banners and costs,</p> <p>Marty Keale agreed that the Board needs more of a presence with homeless community providers.</p> <p>Rebecca Hahn requested to have this as an agenda item next meeting since there was no quorum today. All group members agreed.</p> <p><u>UDS Report / Quality Assurance Performance Measures</u>            Marcia Jo reviewed the UDS Report. She highlighted that total patients seen this past year was 4,344, which is a huge reduction from the prior year. Marcia will provide next meeting, a document with charts or graphs to highlight the changes from year before, as well as key findings from the UDS Report.</p> <p>Sally Ooms liked the idea of having the UDS data summarized and highlighted important findings and data.</p> <p>Maria Respall asked about the laws requiring Tuberculosis (TB) tests for shelters.</p> <p>Marty Keale asked who was responsible for paying for the TB tests. He reported that County pays for some TB tests.</p> <p>Marcia Jo discussed the County Public Health involvement with determining which shelters County provides TB tests for, which for the most part, are large shelters. She mentioned that Public Health encourages shelters to have good ventilation and ask individuals a few TB screening questions.</p> <p>Rebecca Hahn proposed that Board sponsor a round-table or training for shelter leadership on TB. Maria Respall recommended scheduling training a couple of times a year due to staff turnover. All group members agreed.</p>

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Healthcare Navigation	<p>Marcia facilitated the group discussion on Healthcare Navigation and the three nurses who provide navigation for the program.</p> <p>Rebecca Hahn reported that there are many nurse healthcare navigators in the community, along with the three nurses within this program. She suggested that the program trains individuals in accessing health care services because there are so many navigators now, provided by many different community organizations, that cross training is needed. Rebecca indicated that this topic was brought up at a recent SSF meeting. The group agreed that a community partner should coordinate cross training for all navigators and develop a list of with each community navigator and where navigation services are provided.</p>
Adjourned	<p>There was no quorum and all decisions will be ratified at the next meeting. Many individuals present are reporting being unavailable to attend the next scheduled meeting, May 15, 2015. Marcia Jo will be unable to attend the meeting scheduled in June 2015. The Board will reconvene in June and the date, time and location will be determined based on members' availability. Please see website, Meeting Schedule for the next meeting date, time and location: <a href="http://www.dhhs.saccounty.net/PRI/Pages/HCH%20Co-App/Health-Care-for-the-Homeless.aspx">http://www.dhhs.saccounty.net/PRI/Pages/HCH%20Co-App/Health-Care-for-the-Homeless.aspx</a></p> <p>Maria Respoll thanked the group for participating in today's meeting. Meeting was adjourned at 9:40 AM.</p>