

## San Francisco Health Care for the Homeless Co-Applicant Board

Monday, October 17<sup>th</sup>, 2022, 5:30-7:00pm

via Microsoft Teams

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### Minutes

- Meeting was called to order at 5:35pm
- Ramaytush Ohlone Land Acknowledgement was read
- Member roll call was taken, quorum was not established. Member attendance details available in table on last page of minutes.
- City Staff introduced themselves, and no members of the public were present
  - DPH: Bill Blum, Nina Davis, and Emily Kehl
  - Office of the City Attorney: Virginia Dario Elizondo
- Reviewed and decided to move forward with the agenda, skipping most voting items due to lack of quorum
- Skipped review of the minutes from prior month, waiting for quorum
- Approved HCH CAB Virtual Public Meetings for 30 days
- There was no public comment
- There were two announcements:
  - Next HCH CAB Meeting - November 14<sup>th</sup>, 5:30-7:00pm on Microsoft Teams (later in the meeting revised to aim to arrange an in person at Castro Mission Health Center option for the November meeting as well)
  - HCH CAB Member Recruitment still active and open to new applications
- New Member Application and Officer Elections deferred until quorum
- HCH CAB Member recruitment to fill three vacancies was discussed. One patient member and two community members are needed, though one application is currently ready for vote in each of those categories. The HCH CAB directed Beth Neary and Bill Blum to reach out to additional community-based organizations for potential referral of eligible HCH Co-Applicant Board member applicants.

- Discussion of bringing HCH CAB together in person to visit a remodeled health center. Castro Mission had been approached about the possibility of being the first site for a hybrid HCH meeting. The HCH CAB decided to meet at Castro Mission in person in November. HCH CAB also mentioned that they had been hearing great things about the new Maria X Martinez Resources Center space.
- Beth Neary presented the City and County of San Francisco (CCSF) Single Audit Report highlights, including the federal grants HCH details. Full audit report can be found and downloaded at:
  - <https://openbook.sfgov.org/> (posted on July 1, 2022) under “Find A Report” then “Audits”.
  - There were no findings in the FY 2021 CCSF Single Audit Report, and findings from FY 2020 CCSF Single Audit were noted as resolved.
- Proposed topics for November HCH CAB Meetings were shared, focus area possibilities included:
  - Review Collaborative Relationships with FQHCs & Hospitals
  - Review HCH Program Compliance
  - Some discussion of adjusting timing of above to focus on Castro Mission presentation while on site
  - Also discussed possibility of inviting many of the HCH sites to present to the HCH CAB one at a time, and sharing a standard 2-3 slide template with presenters to help align information shared by each
- HCH Program Director, Beth Neary, annual evaluation was conducted and the discussion was facilitated by Bill Blum. HCH CAB feedback and recommendations include:
  - Appreciation for the level of preparation and engagement of the HCH Program Director in the HCH CAB Meetings
  - No major concerns
  - Recommendation to increase the number of presentations at each meeting, and outside presenters invited, for future HCH CAB meetings
- Meeting adjourned at 7:00pm

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**Roll Call and Vote Record for October 17<sup>th</sup>, 2022:**

	<b>Present at 10/17/22 Meeting</b>
Anakh Sul Rama	<b>No</b>
Bernadette Okereke	<b>No</b>
Dan Jordan	<b>Yes</b>
Freddie Kendrick	<b>No</b>
Gregory McDowell	<b>No</b>
Vacant Patient Role	<b>Not applicable</b>
Vacant Community Role	<b>Not applicable</b>
Manel Silva, MD	<b>No</b>
Vacant Community Role	<b>Not applicable</b>
Michael Discepola	<b>Yes</b>
Richard Sullivan	<b>Yes</b>
Beth Neary (non-voting)	<b>Yes</b>

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*Note: Minutes are in DRAFT form until reviewed and approved by Co-Applicant Board attendees.*

Minutes are available at: <https://sf.gov/public-body/health-care-homeless-board>