

# HEALTH CARE FOR THE HOMELESS/FARMWORKER HEALTH PROGRAM (HCH/FH)

Co-Applicant Board Meeting Agenda

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February 11, 2021, 9:00 - 11:00am

AGENDA	SPEAKER(S)	TAB	TIME
<b>A. CALL TO ORDER</b>	Brian Greenberg		9:00am
<b>B. CHANGES TO ORDER OF AGENDA</b>	Irene Pasma		
<b>C. PUBLIC COMMENT</b> Persons wishing to address on matters NOT on the posted agenda may do so. Each speaker is limited to three minutes and the total time allocated to Public Comment is fifteen minutes. If there are more than five individuals wishing to speak during Public Comment, the Chairperson may choose to draw only five speaker cards from those submitted and defer the rest of the speakers to a second Public Comment at the end of the Board meeting. In response to comments on a non-agenda item, the Board may briefly respond to statements made or questions posed as allowed by the Brown Act (Government Code Section 54954.2) However, the Boards general policy is to refer items to staff for comprehensive action or report.			
<b>D. CONSUMER INPUT/GUEST SPEAKER</b>			9:05am
1. COVID-19 Vaccination and Equity Efforts	Shireen Malekafzali		
2. Community Updates	Board Members		
<b>E. CONSENT AGENDA</b>			
1. Approve meeting minutes from January 14, 2021	Irene Pasma	<b>Tab 1</b>	9:40am
<b>F. BUSINESS AGENDA</b>			
1. Approve funding for the SMMC Hypertension and Colorectal Screening Disparity Elimination project for an amount not to exceed \$35,500	Sofia Recalde and Danielle Hull	<b>Tab 2</b>	
<b>H. REPORTING &amp; DISCUSSION AGENDA</b>			
1. Quarterly Contractor Report (2020 Q4)	Sofia Recalde	<b>Tab 3</b>	9:45am
2. Board decision-making practices around contracts and MOUs	HCH/FH Staff		
3. Quality Improvement Memo	Danielle Hull	<b>Tab 4</b>	
4. Program Director's Report	Jim Beaumont	<b>Tab 5</b>	
5. Program Budget/Finance Report	Jim Beaumont	<b>Tab 6</b>	
6. COVID-19 Update: Vaccine Strategy for Homeless and Farmworker Patients	Dr. Frank Trinh	<b>Tab 7</b>	
<b>H. BOARD COMMUNICATIONS AND ANNOUNCEMENTS</b>			10:55am
Communications and Announcements are brief items from members of the Board regarding upcoming events in the community and correspondence that they have received. They are informational in nature and no action will be taken on these items at this meeting. A total of five minutes is allotted to this item. If there are additional communications and announcements, the Chairperson may choose to defer them to a second agenda item added at the end of the Board Meeting.			
1. Future meetings – every 2 <sup>nd</sup> Thursday of the month (unless otherwise stated)			
a. Next Regular Meeting: March 11, 2021; 9:00AM – 11:00AM			
<b>I. ADJOURNMENT</b>			11:00am



**TAB 1**

**Consent Agenda**

**Healthcare for the Homeless/Farmworker Health Program (Program)  
Co-Applicant Board Meeting Minutes (January 14<sup>th</sup>, 2021)  
Teams Meeting**

<p><b><u>Co-Applicant Board Members Present</u></b>          Robert Anderson          Steven Kraft          Michael Vincent Hollingshead          Suzanne Moore          Brian Greenberg          Tony Serrano          Tayischa Deldridge          Steve Carey          Victoria Sanchez De Alba          Eric Debode          Christian Hansen          Janet Schmidt (new)          Jim Beaumont, HCH/FH Program Director (Ex-Officio)</p>	<p><b><u>County Staff Present</u></b>          Irene Pasma, Program Implementation Coordinator          Danielle Hull, Clinical Coordinator          Sofia Recalde, Management Analyst          Frank Trinh, HCH/FH Medical Director          John Nibbelin, County Counsel          Henrietta Williams, Patient Centered Medical Home Manager          Chester (CJ) Kunnappilly, CEO</p>	<p><b><u>Members of the Public</u></b></p> <p><b><u>Absent Board Members/Staff:</u></b>          Mother Champion</p>
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ITEM	DISCUSSION/RECOMMENDATION	ACTION
<u>Call To Order</u>	Brian Greenberg called the meeting to order at 9:00A.M. Jim introduced the 2021 re-elected Chair, Brian Greenberg, and Vice-Chair, Victoria Sanchez De Alba.	
<u>Changes to Order of Agenda</u>	Irene Pasma noted the order of the agenda may change to accommodate the timing of the Closed Session and scheduled guest, CJ Kunnappilly.	
<u>Regular Agenda</u> <u>Public Comment</u>	None	
<u>Closed Session</u>	Director Evaluation	
<u>Consent Agenda</u> <b>Meeting Minutes from December 10<sup>th</sup>, 2020</b>	<b>Please refer to TAB 1</b> All items on Consent Agenda (meeting minutes from December 10 <sup>th</sup> , 2020) were approved.	<b>Request to approve Consent Agenda</b> Amendment was <u>MOVED</u> by Steve K. <u>SECONDED</u> by Suzanne M. and <u>APPROVED</u> by all Board members present.

<p><u>Consumer Input:</u> <b>Community Updates</b></p>	<p>Brian Greenberg provided an update on the Redwood City Safe Parking program. There are currently forty-five RVs, primarily families and seniors. Two babies have been born there. Client Assistance that assisted residents with vehicle registration and insurance had to pause services due to high demand hastened by out-of-county interest in the program.</p> <p>Suzanne Moore reported that the CA State Assembly is looking to extend the eviction moratorium to prevent homelessness (AB 15 and AB 16). San Mateo County cities are engaging in a lot of advocacy in support of these bills.</p> <p>Eric Debode announced that Coastside Inn started accepting homeless residents, and now has 8 residents. Coastside Inn is staffed by Samaritan House.</p> <p>Victoria Sanchez De Alba reported that 40 farm workers at Castillo Farms have not been paid for 2 weeks.</p> <p>Tony Serrano recalled conversations he had with farmworkers at the Pescadero Food Distribution regarding COVID-19 vaccination. Farmworkers have many questions, including when the vaccine will be available and how to access them.</p>	
<p><u>Reporting Agenda:</u> <b>QI/QA Report</b></p>	<p><b>Please refer to TAB 3</b></p> <p>Danielle Hull gave an update on the telehealth pilot at the Pescadero Coastside Clinic and Maple Street shelter. HCH/FH facilitated a call between Maple Street and SMMC staff to expand use of telehealth station and troubleshoot appointment scheduling.</p> <p>Supervisor Pine requested a report on homeless death data separate from HCH/FH efforts to capture death data on homeless and farmworker clients. PHPP Epidemiology is supporting this request, and HCH/FH will see how this work can be expanded long-term.</p>	
<p><u>Business Agenda:</u> <b>Board Member Nomination</b></p>	<p><b>Please refer to TAB 2</b></p> <p>Janet Schmidt submitted an application to join the HCH/FH Board. She learned of the HCH/FH program during her participation as Lead Investigator for the Grand Jury report, <i>A Slow-Moving Catastrophe: Finding the Ill Homeless a Place to Health</i>. Ms. Schmidt is a retired counseling psychologist with expertise in trauma, grant writing and higher education, and brings 23 years' experience as an academic administrator.</p>	<p><b>Request to approve funding for SMMC staff Interpreter Training Course</b> Motion to approve <u>MOVED</u> by Suzanne M., <u>SECONDED</u> by Tayischa D. and <u>APPROVED</u> by all.</p>
<p><u>Reporting Agenda:</u> <b>Program Director's Update</b></p>	<p><b>Please refer to TAB 4</b></p> <p>Jim Beaumont informed the HCH/FH Board that HRSA is planning their site visit in summer/fall 2021. SMMC received funding to keep the Outpatient pharmacy operational through August 2021, so HCH/FH has put the MOU to support continued operations on hold until further notice. HCH/FH staff will primarily be focused on the annual Uniform Data System (UDS) reporting that is due to HRSA on February 15, 2021. Mr. Beaumont provided an update on program staffing and is moving forward to fill the vacant Program Coordinator position.</p>	

<p><u>Consumer Input:</u> <b>CEO SMMC Update</b></p>	<p>CJ Kunnappilly provided an SMMC COVID-19 update. All SMMC ICU beds are filled, and some ICU patients are in the ER. Coordination with Dignity Health has opened up ICU beds that are available for area hospitals. Based on the COVID-19 admission surge after Thanksgiving, SMMC is bracing for another surge in COVID-19 related admissions in the coming weeks. SMMC is pushing through employee vaccinations and working on standing up a patient vaccine event at the County Event Center.</p> <p>Dr. Kunnappilly stated that he expects farmworkers to be prioritized in Phase 1B of vaccination and the County is working through logistics, such as safe transportation of the vaccine, locations, follow-up, etc. Dr. Kunnappilly will follow-up with HCH/FH staff on providing shelter staff education on the COVID-19 vaccine.</p> <p>Dr. Kunnappilly also reported that SMMC has been able to close its \$48M budget gap through expense reductions, operational improvements, and additional funds from the County and through the CARES act. In addition, clinics have effectively transitioned to telehealth, allowing SMMC increase outpatient clinic productivity and revenue.</p>	
<p><u>Reporting Agenda:</u> <b>Budget &amp; Finance Report</b></p>	<p><b>Please refer to TAB 5</b></p> <p>Preliminary expenditure numbers show we have expended approximately \$2,598,683 in 2020; approximately 90% of the base grant, ~75% of the Expanded Services SUD-MH Award and ~5% from our COVID awards. Staff projects an unexpended fund balance of \$577,138, including unexpended SUD-MH funding. HCH/FH expects to be able to carryover most of these funds (excluding the COVID awards, which expire in March 2021) based on HRSA's current policies. Staff will present a more complete report for the 2020 Grant Year at the February Board meeting.</p>	
<p><u>Reporting Agenda:</u> <b>MOU and RFP update</b></p>	<p>Sofia Recalde gave an update on conversations HCH/FH has been having with Public Health Policy &amp; Planning (PHPP), SMMC Dental Services and Behavioral Health &amp; Recovery Services (BHRS) regarding new and continued medical, dental, behavioral health and care coordination services for clients experiencing homelessness and the farmworker community through County Health.</p> <p>Ms. Recalde noted that the RFP deadline is January 22, 2021.</p>	
<p><b>COVID-19 Update</b></p>	<p><b>Please refer to TAB 6</b></p> <p>Irene Pasma reported on the Program's activity related to COVID-19 since the last HCH/FH Board meeting. Dr. Frank Trinh, HCH/FH Medical Director, is part of the County's Vaccine Task Force and Danielle Hull, is on the SMMC Patient Outreach Task Force. Staff is engaged with County Health leadership to advocate for and support vaccine and testing resources for clients experiencing homelessness and farmworkers and their families.</p>	
<p><u>Announcements</u></p>	<p>None</p>	
<p><u>Adjournment</u></p>	<p>Victoria Sanchez De Alba adjourned the meeting at 11:03AM.</p>	

**TAB 2**  
**Business**  
**Agenda**



**DATE:** February 11<sup>th</sup>, 2020

**TO:** Co-Applicant Board, San Mateo County Health Care for the Homeless/Farmworker Health (HCH/FH) Program

**FROM:** Danielle Hull, Clinical Services Coordinator and Sofia Recalde, Management Analyst

**SUBJECT:** Funding to support the SMMC Hypertension and Colorectal Screening Disparity Elimination Project

San Mateo Medical Center (SMMC) recently formed a Disparity Elimination Workgroup to identify and address disparities in patient health outcomes. The Workgroup has identified disparities in hypertension and colorectal cancer screening in the general African-American SMMC population and African-American SMMC clients experiencing homelessness. The total number of African-American clients experiencing homelessness with uncontrolled hypertension in 2020 was 99 (87%) out of 114 African American clients with a hypertension diagnosis. HCH/FH staff expects to have the number for Colorectal Cancer screenings by February 15, 2021.

The Workgroup intends to scale up a Hypertension Disparity pilot project at Daly City Clinic to the broader SMMC clinic population to support outreach and education to African-American clients with uncontrolled hypertension and overdue Colorectal Cancer screenings. To accomplish this, SMMC intends to hire a part-time Patient Navigator to partner with the Workgroup and outreach to the target population by:

- Contacting clients via phone to schedule an in-person nurse visit for Hypertension and/or Colorectal cancer screening education
- Coordinating follow-up telehealth nurse visits for the following 9 months or until the patient is maintained at goal
- Assessing client needs for transportation, food, housing, public benefit programs, etc.
- Supporting assignment to a primary care provider if needed
- Identifying and establishing relationships with staff at facilities and programs utilized by community members, identifying available community resources, assuring that what is available can be accessed by SMMC patients
- Providing education to patients to improve knowledge, attitudes, and practices regarding blood pressure control

HCH/FH staff is proposing to share the costs associated with the Hypertension and Colorectal Cancer Screening Disparity Elimination project with SMMC by supporting expenses associated with training staff, providing transportation assistance to clients experiencing homelessness to attend in-person appointments, and partially supporting the Patient Navigator Position (8-10 hours/week x 12 months).

The request is for the Board to approve funding the Hypertension Screening Disparity project for an amount not to exceed \$35,500 over the next 12 months.

#### Attachments

- Draft Budget for Hypertension and Colorectal Screening Disparity Elimination project

**Hypertension & Colorectal Cancer Screening Disparity Elimination - Budget**

<b>PERSONNEL/STAFFING EXPENSES</b>	<b>TOTAL BUDGET</b>	<b>PHASE Grant</b>	<b>HCH/FH</b>
Patient Navigator (.5 FTE)	\$27,500	\$13,750	\$13,750
Fringe (~35%)	\$9,700	\$4,900	\$4,800
<b>Subtotal, Personnel/Staffing Expenses</b>	<b>\$37,200</b>	<b>\$18,650</b>	<b>\$18,550</b>
<b>NON-PERSONNEL EXPENSES</b>			
Clinical Educational Materials	\$20,000	\$20,000	\$0
BP Cuffs	\$75,000	\$75,000	\$0
Office Supplies/ Materials	\$7,500	\$7,500	\$0
Training/Conferences	\$20,000	\$10,000	\$10,000
Transportation/ pt assistance	\$7,000	\$0	\$7,000
IT/E.H.R Enhancements	\$30,000	\$30,000	\$0
<b>Subtotal, Non-Personnel Expenses</b>	<b>\$159,500</b>	<b>\$142,500</b>	<b>\$17,000</b>
<b>TOTAL EXPENSES</b>	<b>\$196,700</b>	<b>\$161,150</b>	<b>\$35,550</b>

**TAB 3**  
**Contractor**  
**Quarterly**  
**Report**



DATE: February 11, 2021

TO: Co-Applicant Board, San Mateo County Health Care for the Homeless/Farmworker Health (HCH/FH) Program

FROM: Sofia Recalde, Management Analyst

SUBJECT: Quarter 4 2020 Contractor Financial Report

The Health Care for the Homeless/Farmworker Health (HCH/FH) Program has contracts with seven community-based providers and two County-based programs for the 2020 grant year. Contracts are for primary care services, dental care services, and enabling services such as care coordination and eligibility assistance.

The following is a summary of HCH/FH Contractor financial performance from January–December 2020:

Contractor	Contract Amount	Amount Spent	% YTD 2020	EOY 2019
<b>Ayudando Latinos a Soñar (ALAS)</b>	\$71,000	\$58,010	82%	NA
<b>Behavioral Health &amp; Recovery Services</b>	\$90,000	\$59,000	66%	57%
<b>El Centro de Libertad</b>	\$73,500	\$51,900	71%	51%
<b>LifeMoves</b>	\$295,750	\$283,705	96%	99%
<b>PHPP Mobile Van &amp; Expanded Services *</b>	\$482,250	\$437,715	91%	93%
<b>PHPP Street &amp; Field Medicine</b>	\$249,750	\$249,750	100%	100%
<b>Puente de la Costa Sur</b>	\$183,500	\$176,600	96%	96%
<b>Ravenswood - Medical</b>	\$80,757	\$68,657	85%	81%
<b>Ravenswood - Dental</b>	\$41,387	\$37,067	90%	89%
<b>Ravenswood - Enabling</b>	\$49,328	\$26,634	54%	60%
<b>Samaritan House - Safe Harbor</b>	\$81,000	\$77,850	96%	94%
<b>Sonrisas Dental</b>	\$131,675	\$72,135	55%	83%
<b>StarVista</b>	\$150,000	\$113,200	75%	79%
<b>TOTAL</b>	<b>\$1,979,897</b>	<b>\$1,711,953</b>	<b>86%</b>	<b>88%</b>

\* Estimate. Final invoices have not yet been received.

The following is a summary of HCH/FH Contractor Patient count from January–December:

### HCH/FH Contractor Patient Count | Jan - Dec 2020

Agency	Contracted Service	Target 2020 Undup Pts	Actual 2020 YTD Undup Pts	% EOY 2020	% EOY 2019
Ayudando Latinos a Soñar (ALAS)**	Case Management	100	103	103%	NA
	Counseling	50	20	40%	NA
Behavioral Health & Recovery Svcs	Care Coordination (CC)	180	118	66%	57%
El Centro	CC	100	104	104%	35%
	Motivaitonal Outreach	60 presentations	7 presentations	12%	74%
	Prevention Education	35 presentations	16 presentations	46%	87%
Life Moves	CC	385	306	79%	79%
	Intensive CC	75	163	217%	290%
	Street Medicine	140	136	97%	96%
	SSI/SSDI	40	48	120%	136%
	Eligibility	40	87	218%	108%
	Transportation	450 trips	243 trips	54%	110%
PHPP Mobile Van & Expanded Services	Primary Care (PC)	1,000	761	76%	90%
	PC for formerly incarcerated & homeless	210	129	61%	97%
PHPP- Street & Field Medicine	Primary Care	135	170	126%	159%
Puente de la Costa Sur	CC	180	177	98%	93%
	Intensive CC	20	20	100%	100%
	Health Insurance Assistance	170	158	93%	105%
Ravenswood	Primary Care	449	394	88%	81%
	Dental	183	167	91%	89%
	CC	204	128	63%	60%
Samaritan House / Safe Harbor	Care Coordination (CC)	200	184	92%	118%
	Intensive CC	10	17	170%	0%
Sonrisas Dental	Dental	115	63	55%	83%
StarVista	Adult Outreach & Engagement	150	201	134%	73%
	Adult Therapeutic Services	205	188	92%	140%
	Youth CC	35	13	37%	72%
	Youth Therapeutic Services	25	15	60%	152%
	Transportation	300 trips	68 trips	23%	38%
<b>Total HCH/FH Contracts</b>		<b>4,251</b>	<b>3,747</b>		

The following are selected outcome measures from HCH/FH Contractor narrative reports for the period January—December:

Agency	Outcome Measure	Performance through Q4 2020
<b>Ayudando Latinos a Soñar (ALAS)</b>	<ul style="list-style-type: none"> <li>• Hire a 0.75 FTE MSW</li> <li>• Provide case management services to at least 100 farmworkers over 300 visits</li> <li>• Provide counseling to 50 farmworkers over 120 visits</li> <li>• Develop programs and activities that benefit mental health</li> </ul>	<ul style="list-style-type: none"> <li>• Hired a 0.75 FTE MSW</li> <li>• 103 clients have received case management over &gt; 1,000 visits</li> <li>• 50 clients have received counseling over 117 visits</li> <li>• Maternal and child mental health program</li> </ul>
<b>Behavioral Health &amp; Recovery Services (BHRS)</b>	<ul style="list-style-type: none"> <li>• At least 100% screened will have a behavioral health screening.</li> <li>• At least 70% will receive individualized care plan.</li> <li>• Connect patients to behavioral health treatment services</li> </ul>	<ul style="list-style-type: none"> <li>• 100% (118 clients) had a behavioral health screening</li> <li>• 92% (108 clients) received individualized care plan</li> <li>• 81% (98 clients) were referred to either BHRS or ACCESS for behavioral health services</li> </ul>
<b>El Centro de Libertad</b>	<ul style="list-style-type: none"> <li>• Provide at least 100 screening/assessments to homeless/farmworkers</li> <li>• Provide at least 60 Motivational outreach sessions on AOD/mental health resources</li> <li>• Provide at least 35 substance use prevention education sessions</li> </ul>	<ul style="list-style-type: none"> <li>• Over 100% (104) had a behavioral health screening</li> <li>• Over 50% referred to AOD or MH services</li> <li>• 82 clients received motivational interviewing or health education over 23 sessions</li> </ul>
<b>LifeMoves</b>	<ul style="list-style-type: none"> <li>• Minimum of 50% (250) will establish a medical home.</li> <li>• At least 75% with a scheduled primary care apt will attend at least one apt.</li> <li>• At least 30 will complete submission for health coverage.</li> </ul>	<ul style="list-style-type: none"> <li>• 29% (178 clients) established a medical home</li> <li>• 29% (1179 clients) scheduled at least one primary care appointment</li> <li>• 87 clients completed an application for and were enrolled into a health coverage plan</li> </ul>
<b>Public Health Mobile Van</b>	<ul style="list-style-type: none"> <li>• At least 80% will receive a comprehensive health screening for chronic disease and other health conditions.</li> <li>• Number of women survey and expressed interest in Pap test services</li> </ul>	<ul style="list-style-type: none"> <li>• 100% (761 clients) received a comprehensive health screening</li> <li>• 30 women were surveyed on interest of receiving a Pap test.</li> </ul>
<b>Public Health - Service Connect</b>	<ul style="list-style-type: none"> <li>• At least 80% will receive a comprehensive health screening for chronic disease and other health conditions.</li> <li>• At least 20% of patient encounters will be related to a chronic disease.</li> </ul>	<ul style="list-style-type: none"> <li>• 100% (129 clients) received a comprehensive health screening</li> <li>• 100% of visits were related to a chronic disease</li> <li>• 50% referred to primary care</li> </ul>

<b>Public Health Street &amp; Field Medicine</b>	<ul style="list-style-type: none"> <li>At least 75% of street homeless/farmworkers seen will have a formal Depression Screen performed</li> <li>At least 50% of street homeless/farmworkers seen will be referred to Primary Care</li> <li>Number of patients provided women's health services</li> </ul>	<ul style="list-style-type: none"> <li>100% (170 clients) received a comprehensive health screening, including depression screening</li> <li>30% (51 clients) were referred to Primary Care</li> <li>At least 16 clients received women's health services at Puente</li> </ul>
<b>Puente de la Costa Sur</b>	<ul style="list-style-type: none"> <li>At least 90% served care coordination services will receive individualized care plan.</li> <li>At least 25 served will be provided transportation and translation services.</li> <li>At least 170 will complete a health coverage application</li> </ul>	<ul style="list-style-type: none"> <li>17% (33 clients) received an individual care plan</li> <li>60% (118 clients) received transportation and translation services.</li> <li>100% (138 clients) clients who completed a health coverage application have been enrolled into an insurance program</li> </ul>
<b>Ravenswood Family Health Center – Medical</b>	<ul style="list-style-type: none"> <li>100% will receive a comprehensive health screening.</li> <li>At least 300 will receive a behavioral health screening.</li> </ul>	<ul style="list-style-type: none"> <li>81% (324 clients) received a comprehensive health screen</li> <li>6 clients received a behavioral health screen</li> </ul>
<b>Ravenswood Family Health Center – Dental</b>	<ul style="list-style-type: none"> <li>At least 50% will complete their treatment plans.</li> <li>At least 80% will attend their scheduled treatment plan appointments.</li> <li>At least 50% will complete their denture treatment plan.</li> </ul>	<ul style="list-style-type: none"> <li>Data regarding visit attendance and dental treatment completion pending</li> <li>50% (5 clients) completed their denture treatment plan</li> </ul>
<b>Ravenswood Family Health Center – Enabling</b>	<ul style="list-style-type: none"> <li>At least 85% will receive care coordination services and will create health care case plans</li> <li>65% of homeless diabetic patients will have hbA1c levels below 9.</li> </ul>	Unavailable
<b>Samaritan House – Safe Harbor</b>	<ul style="list-style-type: none"> <li>At least 95% of patients will receive individualized health care case plan.</li> <li>At least 70% will complete their health care plan.</li> <li>At least 70% will schedule primary care appointments and attend at least one.</li> </ul>	<ul style="list-style-type: none"> <li>72% (133 clients) received an individualized health care case plan.</li> <li>62% (85 clients) completed their health care plan</li> <li>30% (56) clients scheduled primary care appointments</li> </ul>
<b>Sonrisas Dental</b>	<ul style="list-style-type: none"> <li>At least 50% will complete their treatment plans.</li> <li>At least 75% will complete their denture treatment plan.</li> </ul>	<ul style="list-style-type: none"> <li>81% (51 clients) completed their treatment plans</li> <li>50% (1 out of 2 clients) completed their denture treatment plan</li> </ul>
<b>StarVista</b>	<ul style="list-style-type: none"> <li>At least 90% served care coordination services will receive individualized care plan.</li> <li>At least 250 served will be provided transportation and translation services.</li> </ul>	<ul style="list-style-type: none"> <li>90% (130 adult and youth case management clients) receive individualized care plan.</li> <li>48 one-way trips in 2020</li> </ul>

**TAB 4**  
**QI/QA**  
**Memo**



DATE: February 11<sup>th</sup>, 2020

TO: Co-Applicant Board, San Mateo County Health Care for the Homeless/Farmworker Health (HCH/FH) Program

FROM: Frank Trinh, Medical Director HCH/FH Program  
Danielle Hull, Clinical Services Coordinator  
Irene Pasma, Planning and Implementation Coordinator

SUBJECT: QI COMMITTEE REPORT

The San Mateo County HCH/FH Program QI/QA Committee did not meet in February. The next QI Committee meeting will take place March 4<sup>th</sup>, 1 to 2:30pm.

- Telehealth Pilot
  - Coastside Clinic
    - HCH/FH provided an iPad to support the Coastside Clinic team that goes to Pescadero. HCH/FH will follow-up with the medical team to see how the device has supported telehealth efforts.
  - Maple Street Shelter
    - HCH/FH Staff have a meeting with the LVN at Maple Street Shelter on Wednesday, February 10<sup>th</sup> to discuss and identify clients to participate in the pilot.
- Homeless and Farmworker Death Data
  - HCH/FH Program and Brian Greenberg met with Public Health Epidemiology to discuss how death data for homeless and farmworker individuals in San Mateo County can be collected on an on-going basis. It was decided to try to collect the data two times a year by Epidemiology reviewing death certificate data using a set of established logic and algorithms. Additionally, HCH/FH staff will meet with County Counsel to be advised on how external agencies can share death data with Epidemiology as a data quality control measure.

**TAB 5**  
**Director's**  
**Report**



SAN MATEO COUNTY HEALTH  
**SAN MATEO  
MEDICAL CENTER**

San Mateo Medical Center  
222 W 39th Avenue  
San Mateo, CA 94403  
650-573-2222 T  
smchealth.org/smmc

DATE: February 11, 2021

TO: Co-Applicant Board, San Mateo County Health Care for the Homeless/Farmworker Health (HCH/FH) Program

FROM: Jim Beaumont Director, HCH/FH Program

SUBJECT: DIRECTOR'S REPORT & PROGRAM CALENDAR

Program activity update since the January 13, 2021 Co-Applicant Board meeting:

It is not yet clear if the new COVID relief funding going through Congress will include funding for the Health Center Program. We will continue to monitor the process. On our current COVID funding we are working with Federal staff to adjust our approved budget for the grants to align with the eventual actual expenditures.

We continue to engage productively with SMMC and SMC Health in the areas of testing, outreach, vaccination, and other support for the homeless and farmworker populations during the pandemic. Specific updates are provided elsewhere in today's meeting.

We received seven (7) proposals in response to the Program's RFP, including at least one in each planned service area. We are in the process of scheduling the review and evaluation effort.

The Program has been and is deeply involved in the preparation of the Uniform Data System (UDS) Report, which is due February 15<sup>th</sup>.

The County is in the midst of developing their upcoming two-year budget and Program is working with SMMC fiscal staff to provide the HCH/FH Program portion of the budget.

All Program staff have received the first dose of a COVID vaccine.

#### Seven Day Update

#### ATTACHED:

- Program Calendar



**TAB 6**  
**Program**  
**Budget/**  
**Finance**  
**Report**



SAN MATEO COUNTY HEALTH

**SAN MATEO  
MEDICAL CENTER**

San Mateo Medical Center  
222 W 39th Avenue  
San Mateo, CA 94403  
650-573-2222 T  
smchealth.org/smmc

DATE: February 11, 2021

TO: Co-Applicant Board, San Mateo County Health Care for the Homeless/Farmworker Health (HCH/FH) Program

FROM: Jim Beaumont  
Director, HCH/FH Program

SUBJECT: HCH/FH PROGRAM BUDGET and FINANCIAL REPORT

Preliminary expenditure numbers for January 2021 show a total expenditure of \$350,201 of which \$331,887 is claimable against the grant. These number are inflated by the receipt of an adjustment invoice for the PPHP Mobile Clinic MOU for July through November adjustments around \$110,000. Not including the Mobile Clinic invoice reduces the grant expenditures to \$206,487, which would project out a slightly low. However, it does not appear that all contractors' December invoices have been accounted for, and the county has not finished processing some other payments and county charges at the time the numbers were run. In general, the expenditures are reasonable for the month.

We have continued to work on closing the books for GY 2020, which are not yet quite finalized. In addition, we are working through the fiscal documents required by HRSA and the necessary carry-over documents. These should be completed by the next Board meeting.

Given how early in the year we are, there is no reason to do and end-of-year projection.

Attachment:

- GY 2021 Summary Grant Expenditure Report Through 01/31/21



GRANT YEAR 2020

allocated to  
SUD-MH or  
IBHS

estimate	January \$\$				
Details for budget estimates	Budgeted		To Date	Projection for	Projected for GY 2021
	[\$F-424]		(01/31/21)	end of year	
<b>EXPENDITURES</b>					
<u>Salaries</u>					
Director, Program Coordinator					
Management Analyst ,Medical Director					
new position, misc. OT, other, etc.					
	631,050	44,677	44,677	631,050	631,050
<u>Benefits</u>					
Director, Program Coordinator					
Management Analyst ,Medical Director					
new position, misc. OT, other, etc.					
	171,990	11,370	11,370	171,990	171,990
<u>Travel</u>					
National Conferences (2500*8)	25,000			25,000	25,000
Regional Conferences (1000*5)	5,000			5,000	5,000
Local Travel	1,500			1,500	1,500
Taxis	1,000			1,000	1,000
Van & vehicle usage	2,000			2,000	2,000
	34,500		0	34,500	34,500
<u>Supplies</u>					
Office Supplies, misc.	12,000	208	208	12,000	12,000
Small Funding Requests		12,541	12,541	100,000	
	12,000		12,749	112,000	12,000
<u>Contractual</u>					
2020 Contracts		129,225	129,225	129,225	
2020 MOUs		125,400	125,400	125,400	
Current 2021 MOUs	872,000			707,000	872,000
Current 2021 contracts	1,034,000			979,375	1,034,000
ES contracts (SUD-MH & IBHS)	150,000			115,000	150,000
---unallocated---/other contracts					
	2,056,000		254,625	2,056,000	2,056,000
<u>Other</u>					
Consultants/grant writer	30,000			30,000	30,000
IT/Telcom	20,000	1,466	1,466	20,000	20,000
New Automation	-			0	-
Memberships	5,000			5,000	5,000
Training	10,000	7,000	7,000	10,000	10,000
Misc	500			500	500
	65,500		8,466	65,500	65,500
<b>TOTAL</b>	<b>2,971,040</b>	<b>331,887</b>	<b>331,887</b>	<b>3,071,040</b>	<b>2,971,040</b>
				115,000	
<b>GRANT REVENUE</b>					
Available Base Grant	2,625,049			2,625,049	2,691,632
Carryover	132,709			400,000	
Available Expanded Services Awards **	317,000				300,000 carryover
HCH/FH PROGRAM TOTAL	3,074,758			3,025,049	2,991,632
<b>BALANCE</b>	<b>103,718</b>		<b>PROJECTED AVAILABLE</b>	<b>(45,991)</b>	<b>20,592</b>
	<b>(213,282)</b>		<b>BASE GRANT PROJECTED AVAILABLE</b>	<b>69,009</b>	based on est. grant of \$2,678,621 before reduction
** includes \$150,000 of SUD-MH (allocated) & \$167,000 for IBHS not yet allocated)					
<b>Total special allocation required</b>	<b>\$ 138,446</b>				
<u>Non-Grant Expenditures</u>					
Salary Overage	13750	1442	1,442	13,750	13,750
Health Coverage	57000	3916	3,916	57,000	57,000
base grant prep	-				0
food	2500			1,000	1,500
incentives/gift cards	1,000				1,500
	74,250	5,358	5,358	71,750	73,750
<b>TOTAL EXPENDITURES</b>	<b>3,045,290</b>	<b>337,245</b>	<b>337,245</b>	<b>3,142,790</b>	<b>NEXT YEAR 3,044,790</b>
	<b>BUDGETED</b>	<i>This month</i>	<b>TO DATE</b>	<b>PROJECTED</b>	

**TAB 7**  
**COVID-19**  
**Update**



DATE: February 11, 2021

TO: Co-Applicant Board, San Mateo County Health Care for the Homeless/Farmworker Health (HCH/FH) Program

FROM: Irene Pasma, Program Planning & Implementation Coordinator

SUBJECT: COVID-19 Update

Over the past month, the major COVID-19 focus areas for the program have been on the below initiatives:

1. **Vaccine:**

- a. The HCH/FH Medical Director has developed a draft vaccine strategy which has been shared with the Health Chief and Deputy Chief with input from numerous stakeholders. The Strategy is currently with the County Mass Vaccination Taskforce for review/operationalization. Please note, currently only 65+ individuals are eligible to receive a vaccine. People experiencing homelessness or farmworkers who are 65+ can get the vaccine through their PCP or county mass vaccination sites (i.e. San Mateo County Expo Center). We are working closely with community partners to spread this message and help eligible clients get vaccinated as we wait for greater vaccine supply.
- b. HCH/FH is part of SMMC's Innovation Workshop to vaccinate SMMC's 40,000+ patients
- c. HCH/FH is beginning to join the Vaccine Communications and Equity Working Group Meeting

2. **COVID-19** San Mateo Media Toolkit can be found here: <https://cmo.smcgov.org/covid-19-outreach-toolkit>