

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

Co-Applicant Board Meeting Agenda

225 South Cabrillo Hwy Suite 100A (Coastside Clinic Conference Room)

Half Moon Bay, CA 94019

July 11th, 2024, 10:00am - 12:00pm

This meeting of The Health Care for The Homeless/Farmworker Health board will be held in-person at
225 South Cabrillo Hwy Suite 100A (Coastside Clinic Conference Room)
Half Moon Bay, CA 94019

Remote participation in this meeting will not be available. To observe or participate in the meeting please attend in-person at above location.
*Written public comments may be emailed to masfaw@smcgov.org and such written comments should indicate the specific agenda item on which you are commenting.

***Please see instructions for written and spoken public comments at the end of this agenda.**

A. CALL TO ORDER & ROLL CALL	Robert Anderson	10:00am
---	-----------------	---------

B. PUBLIC COMMENT		
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.		

C. ACTION TO SET THE AGENDA & CONSENT AGENDA	Robert Anderson	10:02am
1. Approve meeting minutes from June 13 th , 2024, Board Meeting		Tab 1
2. Budget and Finance Report		Tab 2
3. HCH/FH Director's Report		Tab 3
4. Quality Improvement/Quality Assurance Update		Tab 4

D. COMMUNITY ANNOUNCEMENTS / GUEST SPEAKER		
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. Community updates	Board members	10:05am
2. Coastside Clinic Overview	Linda Franco, Clinics Manager	10:15am

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting, or who have a disability and wish to request an alternate format for the agenda, meeting notice, or other documents that may be distributed at the meeting, should contact the HCH/FH Community Program Coordinator at least five working days before the meeting at masfaw@smcgov.org in order to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. The HCH/FH Co-Applicant Board meeting documents are posted at least 72 hours prior to the meeting and are accessible online at: <http://www.smchealth.org/smmc-hfhfh-board>

E. BUSINESS AGENDA			
1. Vote on Services/Locations Form 5A/5B	Jim Beaumont	11:00am	Tab 5
2. Vote on board members to participate in proposal evaluation	Jim Beaumont	11:10am	Tab 6

F. REPORTING & DISCUSSION AGENDA			
1. HCH/FH RFP and grants update	Jim Beaumont	11:30am	
2. ALAS Needs Assessment Survey results	Corie Schwabenland and Sandra Sencion	11:40am	

G. ADJOURNMENT		12:00pm
Future meeting: August 8th, 10am-12pm 455 County Center Redwood City, CA 94063 (Room 101)		

*Instructions for Public Comment During Meeting

Members of the public may address the Members of the HCH/FH board as follows:

Written public comments may be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to masfaw@smcgov.org.
2. Your email should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda or is on the consent agenda.
3. Members of the public are limited to one comment per agenda item.
4. The length of the emailed comment should be commensurate with the two minutes customarily allowed for verbal comments, which is approximately 250-300 words.
5. If your emailed comment is received by 5:00 p.m. on the day before the meeting, it will be provided to the Members of the HCH/FH board and made publicly available on the agenda website under the specific item to which your comment pertains. If emailed comments are received after 5:00p.m. on the day before the meeting, HCH/FH board will make every effort to either (i) provide such emailed comments to the HCH/FH board and make such emails publicly available on the agenda website prior to the meeting, or (ii) read such emails during the meeting. Whether such emailed comments are forwarded and posted, or are read during the meeting, they will still be included in the administrative record.

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting, or who have a disability and wish to request an alternate format for the agenda, meeting notice, or other documents that may be distributed at the meeting, should contact the HCH/FH Community Program Coordinator at least five working days before the meeting at masfaw@smcgov.org in order to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. The HCH/FH Co-Applicant Board meeting documents are posted at least 72 hours prior to the meeting and are accessible online at: <http://www.smchealth.org/smmc-hfhfh-board>

Tab 1
Meeting Minutes



HEALTHCARE FOR THE HOMELESS/FARMWORKER HEALTH (HCH/FH) PROGRAM

Co-Applicant Board Meeting Agenda
 455 County Center, Redwood City, CA 94063 (Room 101)
 June 13th, 2024, 10:00am - 12:00pm

Co-Applicant Board Members Present	County Staff Present	Members of the Public	Absent Board Members/Staff
Robert Anderson, Chair Judith Guerrero Steve Kraft Janet Schmidt Tayischa Deldridge Suzanne Moore Gabe Garcia Jim Beaumont (Ex officio) Steve Carey Brian Greenberg	Gozel Kulieva Frank Trinh Alejandra Alvarado Jocelyn Vidales Meron Asfaw Kapil Chopra Amanda Hing Hernandez Anessa Farber Iliana Rodriguez Lauren Carroll Linda Franco Mary joe, CEO Intern Kirsty Coleman, HEAL Amanda Martin, HEAL Brook Satre, PHPP	Kiana Summons, housing leadership Michaela, interpreter Teresa, interpreter	<ul style="list-style-type: none"> Francine Serafin-Dickson Victoria De Alba Sanchez, Vice Chair Tony Serrano

A. Call to order & roll call	Robert Anderson called the meeting to order at 10:00 am and did a roll call.	
B. Public comment	No public comment	
C. Action to set the agenda & consent agenda	<ul style="list-style-type: none"> Approve meeting minutes from May 9th, 2024, Board Meeting Budget and Finance Report HCH/FH Director's report Quality Improvement/Quality Assurance Update Temporary Subcommittee Update 	Request to approve the Consent Agenda was MOVED by Steve Carrey SECONDED by Susanne Moore Approved by all members present.
D. Community Announcements / Guest Speaker	Iliana Rodriguez, Assistance County Executive This ordinance aimed at clearing encampments in unincorporated areas, intended to complement the ongoing efforts of multidisciplinary teams in engaging individuals in care and overcoming barriers. The process for clearing encampments was presented, including the protocol for addressing safety issues in consultation with the Center on Homelessness	

<p>1. Encampment Ordinance Implementation Plan Community updates</p>	<p>and the police. The county is required to screen individuals before clearing an encampment, although this can be challenging if individuals are uncooperative. Proper placement is the goal of the screening, with continued support from street medicine and HEAL teams, separate from law enforcement.</p> <p>If an urgent situation arises, encampments can be cleared within 24 hours; otherwise, the standard is 72 hours. Failure to clear within 72 hours results in a citation requiring a court appearance. Susanne expressed concern that literature indicates a high-risk period during this process, potentially increasing mortality rates, and questioned the approach for long-term outdoor residents resistant to resources. Iliana assured that HOT and healthcare teams would continue to provide support, supplies, and food, while acknowledging the ethical concerns of leaving individuals on the streets.</p> <p>Robert inquired about the extent of land in unincorporated areas. Iliana mentioned eight known encampments and mapping efforts by the Our Count project to better understand the population. For private property, permission is required, but the ordinance addresses public property procedures. It was estimated that approximately 60% of the land is unincorporated, with a high volume of land but a lower population density compared to urban areas. Janet raised concerns about the impact of citations on individuals' ability to recover financially, to which Iliana responded that citations might be cleared once a person is housed.</p> <p>Frank asked about bed availability, and Iliana confirmed that notifications of bed availability are received before engaging individuals, with beds held for 72 hours. Addressing concerns about individuals living in containers, Iliana assured that the county is managing situations where individuals are provided inhumane housing by those seeking profit. Susanne inquired about navigating mental health issues, and Iliana highlighted efforts by Life Moves to provide warm handoffs to multidisciplinary teams.</p> <p>Brian noted that HOT team members have lived experiences similar to those of the unhoused individuals they assist. Robert sought clarification on the county's homelessness goals and current hotel capacity to house people experiencing homelessness. Iliana explained that "Functional Zero" aims to ensure shelter availability for anyone seeking it, although current capacity is challenged by longer stays and complex issues such as transportation to work.</p> <p>Janet raised the issue of individuals who may never seek shelter due to mental health conditions and asked about organizing people based off homelessness types for better support. Iliana discussed efforts to</p>	
--	---	--

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting, or who have a disability and wish to request an alternate format for the agenda, meeting notice, or other documents that may be distributed at the meeting, should contact the HCH/FH Program Coordinator at least five working days before the meeting at (650) 573-2640 in order to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. The HCH/FH Co-Applicant Board meeting documents are posted at least 72 hours prior to the meeting and are accessible online at: <http://www.smchealth.org/smmc-hfhfh-board>

<p>2. Community Announcements</p>	<p>determine appropriate housing and support, particularly for individuals with dementia, and the need for pathways to prevent disconnection. Kapil asked about handling individuals in the grey area of meeting 5150 criteria post-hospital discharge. Iliana emphasized the need for better documentation and training in the field to ensure proper handling. Iliana also mentioned that COVID-19 had stalled some housing supply, but new leases and constructions are now opening, with an emphasis on resources for seniors. Anessa inquired about incorporating insights from individuals' experiences to improve shelters. Iliana noted that while nonprofits typically handle this, some staff have historically contributed insights.</p> <p>The discussion concluded with a commitment to continue refining the encampment clearance process, addressing safety concerns, and ensuring ongoing support for individuals. The next steps include further discussions on appropriate housing solutions and enhancing support for individuals with complex needs.</p> <p>Susanne Moore Information was gathered regarding a recent UCSF report indicating a 19% increase in the homeless count, with an aging population where 48% are over 50 years old, and 41% of these individuals experiencing homelessness for the first time. The report also highlighted significant racial disparities, with black individuals being at greater risk due to historical issues such as redlining.</p> <p>Gabe Garcia Gabe commented on Iliana's presentation, acknowledging the operational ideas presented but emphasizing the need for a long-term strategic plan, such as a 5-year or 10-year plan. He expressed hope that the county is considering and developing these long-term plans.</p> <p>Frank and Judith discussed the challenges the county faces in building affordable housing, highlighting the intent of supervisors to increase such housing. Frank raised concerns about the support for elderly discharged patients, noting a cycle where individuals are either sick enough for skilled nursing care or discharged back to the streets, creating a gap in support. They also pointed out the significant number of people living in vehicles who do not reside in encampments, another gap that the county needs to address.</p>	
-----------------------------------	---	--

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting, or who have a disability and wish to request an alternate format for the agenda, meeting notice, or other documents that may be distributed at the meeting, should contact the HCH/FH Program Coordinator at least five working days before the meeting at (650) 573-2640 in order to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. The HCH/FH Co-Applicant Board meeting documents are posted at least 72 hours prior to the meeting and are accessible online at: <http://www.smchealth.org/smmc-hfhfh-board>

<p>3. National Healthcare for the Homeless 2024 Conference Attendees Update</p>	<p>emphasized the importance of submitting the RFP on time to avoid losing several months of work, and he stressed the need to start establishing processes now to begin work promptly at the start of next year.</p> <p>Jocelyn Vidales, Alejandra Alvarado, Tayischa Deldridge, & Kristy Coleman</p> <p>Various county staff members shared their experience pointing out some highlights from the Healthcare for the Homeless Conference 2024. They brought back main talking points of what applies most to their work and this board. Discussions were had regarding quality improvement, policy changes, clinic workflow, and advocacy work.</p>	
<p>G. ADJOURNMENT</p>	<p>Future meeting: July 11th, 10am-12pm 225 South Cabrillo Hwy Suite 100A (Coastside Clinic Conference Room) Half Moon Bay, CA 94019</p>	<p>The meeting was adjourned at 12:01 pm</p>

Meeting Minutes respectfully submitted by Alejandra Alvarado

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting, or who have a disability and wish to request an alternate format for the agenda, meeting notice, or other documents that may be distributed at the meeting, should contact the HCH/FH Program Coordinator at least five working days before the meeting at (650) 573-2640 in order to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. The HCH/FH Co-Applicant Board meeting documents are posted at least 72 hours prior to the meeting and are accessible online at: <http://www.smchealth.org/smmc-hfhh-board>

Tab 2
PROGRAM BUDGET and
FINANCIAL 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: July 11, 2024

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 grant expenditures for June 2024 total \$463,632. This amount does not include some of the routine monthly service charges from county departments as they are accounted for during the month-end closing process (which doesn't complete until around the 10th). For the year-to-date, expenditures total \$1,671,818.

This current projection continues to show that the Program will expend around \$3.3M for the 2024 Grant Year (GY). Based on the total amount authorized by HRSA and the amount expected to be carried over for the GY, this will leave around \$260K of unexpended funds that would be available for carryover into the 2025 GY. We are in the process of finalizing the carryover for this year and, as the Program goes through the upcoming RFP and contracting process for the next 3 years, we will be refining the unexpended funds amount to spread it across the contract period to ensure sufficient funding for the period.

Attachment:

- GY 2024 Summary Grant Expenditure Report Through 06/30/24



GRANT YEAR 2024

June \$\$

Details for budget estimates	Budgeted [SF-424]		To Date (06/30/24)	Projection for end of year	Projected for GY 2025
EXPENDITURES					
<u>Salaries</u>					
Director, Program Coordinator Management Analyst ,Medical Director new position, misc. OT, other, etc.	745,000	58,230	353,094	715,000	795,000
<u>Benefits</u>					
Director, Program Coordinator Management Analyst ,Medical Director new position, misc. OT, other, etc.	245,000	18,052	110,660	225,000	290,000
<u>Travel</u>					
National Conferences (2500*8)	30,000	6,193	11,395	22,500	25,000
Regional Conferences (1000*5)	10,000			2,500	5,000
Local Travel	1,500			1,000	1,000
Taxis	500			500	500
Van & vehicle usage	1,500			1,500	1,500
	43,500		11,395	28,000	33,000
<u>Supplies</u>					
Office Supplies, misc. Small Funding Requests	10,000	7,097	23,011	25,000	10,000
	10,000		23,011	25,000	10,000
<u>Contractual</u>					
2022 Contracts			185,329	185,329	
2022 MOUs			26,571	26,571	
Current 2023 MOUs	1,200,000	215,850	522,338	1,150,000	1,100,000
Current 2023 contracts	875,000	142,026	386,953	825,000	775,000
---unallocated---/other contracts					
	2,075,000		1,121,191	2,186,900	1,875,000
<u>Other</u>					
Consultants/grant writer	20,000	3,088	15,084	25,000	15,000
IT/Telcom	25,000	5,502	16,732	30,000	25,000
New Automation				0	-
Memberships	7,500	2,875	2,875	5,000	5,000
Training	5,000	4,719	4,719	7,500	5,000
Misc	1,000		13,057	25,000	1,000
	58,500		52,467	92,500	51,000
TOTAL	3,177,000	463,632	1,671,818	3,272,400	3,054,000
GRANT REVENUE					
Available Base Grant	2,858,632		2,858,632	2,858,632	2,858,632
Prior Year Unexpended to Carryover	675,000 est.		675,000	675,000	
Other					199,732 carryover
HCH/FH PROGRAM TOTAL	3,533,632		3,533,632	3,533,632	3,058,364
BALANCE	356,632	Available	1,861,814	261,232	4,364
			Current Estimate	Projected	based on est. grant of \$2,858,632
<u>Non-Grant Expenditures</u>					
Salary Overage	20,000	250	2,965	20,000	30,000
Health Coverage	85,000	8,970	53,938	85,000	90,000
base grant prep	0			0	
food	2,500	1,771	3,002	2,500	3,000
incentives/gift cards	1,000			1,000	1,500
	108,500		59,905	108,500	124,500
TOTAL EXPENDITURES	3,285,500	474,623	1,731,723	3,380,900	NEXT YEAR 3,178,500

Tab 3
HCH/FH 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: July 11, 2024

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 June 13, 2024, Co-Applicant Board meeting.

HCH/FH submitted an application proposal for HRSA's Behavioral Health Services Expansion (BHSE) funding opportunity. If awarded, it would prospectively be \$600,000 in year one and \$500,000 in year two, with the possibility of up to \$500,000 being added into our base grant going forward. HRSA expects to announce the awards in early September. The object for the funding is to increase the number of individuals who receive Mental Health (MH) services and increase the number of individuals who receive Substance Use Disorder (SUD) services. Program developed a flexible proposal with the assistance of our grant writers and included this as a service in our recently released RFP. This will allow us to work with programs who submit proposals specifically for this effort to develop a strong specific program to implement should we receive an award. Approximately 825 health centers are competing for 400 available awards.

Additionally, HCH/FH submitted an initial response to HRSA's Expanded Hours (EH) NOFO. We continue to work with SMMC and PHPP on opportunities to increase primary care provider clinic hours to create more capacity and improve available access to care. Deadline for submission of a proposal application is July 23rd. If awarded, this would be for up to \$500,000 across each of two years and also potentially be added to our base grant.

HRSA has also released its New Access Point (NAP) NOFO. These awards are intended to support health centers in adding additional service sites within their scope of services by providing financial support to their implementation. They expect to make only 77 awards with a maximum available of \$650,000 for one (1) year. This funding would be expected to become ongoing. Initial abstract submission deadline is August 15th, with the full application due September 30th. The awards would start June 1, 2025. The NAP NOFO is expected to be very competitive. HCH/FH has begun thinking about if/where this may make sense for us, as it is a quite completed process.

While all of these opportunities are very competitive and may not result in an immediate award, HRSA scores all applications and all that pass are placed on a list. If additional funding becomes available, HRSA uses the existing list to continue to make awards. Based on this there is significant value in submitting a quality application and at least getting placed on the list of approved-but-not-funded applications.

HRSA has released our Non-Competing Continuation-Business Period Progress Report (NCC-BPR) for completion. As a reminder, this is an annual report of our progress in fulfilling our Service Area Competition (SAC) award. The submission is due by 08/16/24.





SAN MATEO COUNTY HEALTH

SAN MATEO MEDICAL CENTER

HCH/FH continues to work through issues with establishing the dental services at the Navigation Center under a contract with University of Pacific (UoP). UoP has encountered delays in securing their necessary staff, which has delayed opening of the clinic.

Program release the 2025-2027 Services Request for Proposals (RFP) on June 17th, and last week hosted Information Sessions/Bidders Conferences for each of the primary components in the RFP (care coordination/Case Management Services; Dental Services for South Coast; Care Coordination/Case Management and SUD Therapy services for Coastside; and the BHSE effort noted above. There is additional update reporting on this later in today's agenda and a discussion of the Board's participation in the proposal evaluations. The proposal deadline in July 31st.

HCH/FH staff continue to engage with Epic/Integr8 implementation team to ensure that data requirements and reporting capabilities are as expected. We anticipate continued discussions throughout the implementation process leading up to "go live" on November 2nd.

On the staffing front, HCH/FH again has a staff member being promoted to a higher-level position in the County. Meron Asfaw will be joining BHRS in late July within their AOD/SUD Division. Meron has provided outstanding services to the program and the communities we serve and will be greatly missed. We wish her great success in her new position. Program will be initiating a recruitment campaign for Meron's successor imminently and will keep the Board apprised of the progress.

Seven Day Update

ATTACHED:

- Program Calendar



**County of San Mateo Health Care for the Homeless & Farmworker
 Health (HCH/FH) Program**

Board meetings are in-person on the 2nd Thursday of the Month 10am-12pm

MONTH	AREA		
	Programmatic	Learning/Conferences	Recognition (Health, DEI, Holidays and Misc.)
JANUARY			<ul style="list-style-type: none"> • Glaucoma Awareness Month • Cervical Cancer Screening Month • International Holocaust Remembrance Day • New Year's Day • Martin Luther King Day (15)
FEBRUARY	<ul style="list-style-type: none"> • UDS submission 	<ul style="list-style-type: none"> • NCFH Western Forum for Migrant and Community Health (Seattle, WA, Feb 22-24) 	<ul style="list-style-type: none"> • National Children's Dental Health • American Heart Month • National Cancer Prevention Month • World Day of Social Justice • Lunar New Year (Feb 10) • National Wear Red Day • Lincoln's Birthday • Valentine's Day • Washington's Birthday • Lent begins (14)
MARCH	<ul style="list-style-type: none"> • Sliding Fee Scale Update 	<ul style="list-style-type: none"> • Innovations and Solutions for Ending Unsheltered Homelessness. (San Francisco, CA - Mar 4-6) 	<ul style="list-style-type: none"> • Colorectal Cancer Awareness Month • Self-Injury Awareness Month • Developmental Disabilities Awareness Month
APRIL	<ul style="list-style-type: none"> • SMMC Annual Audit 	<ul style="list-style-type: none"> • Conference for Agricultural Worker Health (Atlanta, GA - April 23-25) • 2024 Midwest Stream Forum- Agricultural Worker Conference (Albuquerque, NM- April 16-18, 2024) 	<ul style="list-style-type: none"> • Alcohol Awareness Month • Counseling Awareness Month • National Minority Health Month
MAY		<ul style="list-style-type: none"> • National Healthcare for the Homeless Conference. (Phoenix, AZ – May 13-16) • NRHA Health Equity Conference. (New Orleans, LA – May 6-7) 	<ul style="list-style-type: none"> • American Stroke Awareness Month • High Blood Pressure Education Month • Mental Health Awareness Month
JUNE	<ul style="list-style-type: none"> • Services/Locations Form 5A/5B – Approve 		<ul style="list-style-type: none"> • PTSD Awareness Month • Cancer Survivor's Month
JULY	<ul style="list-style-type: none"> • Budget Renewal (Program) Approve 		<ul style="list-style-type: none"> • Healthy Vision Month
AUGUST			<ul style="list-style-type: none"> • National Breastfeeding Month • National Immunization Awareness Month
SEPTEMBER	<ul style="list-style-type: none"> • Program Director Annual Review 	<ul style="list-style-type: none"> • September 15-18 International Street Medicine Symposium. Kansas City, MO 	<ul style="list-style-type: none"> • Healthy Aging Month • National Suicide Prevention Month • Sexual Health Awareness Month
OCTOBER	<ul style="list-style-type: none"> • Board Chair/Vice Chair Nomination 		<ul style="list-style-type: none"> • Breast Cancer Awareness Month • Depression Awareness Month • Domestic Violence Awareness Month



NOVEMBER	<ul style="list-style-type: none"> • Board Chair/Vice Chair Elections • Strategic Plan Target Overview 	<ul style="list-style-type: none"> • East Coast Migrant Stream- Agricultural Worker Conference Forum (Date TBA, previously Nov. 2023) (Winston-Salem, NC- Nov 29-Dec 1, 2023) 	<ul style="list-style-type: none"> • American Diabetes Month • Diabetes Awareness Month
DECEMBER		<ul style="list-style-type: none"> • December 8-11 Institute for Healthcare Improvement (IHI) Forum for 2024. Orlando, FL 	<ul style="list-style-type: none"> • Seasonal Affective Disorder Awareness Month

BOARD ANNUAL CALENDAR	
Project	Timeframe
UDS Submission – Review	Spring
SMMC Annual Audit – Approve	April/May
Services/Locations Form 5A/5B – Approve	June/July
Budget Renewal - Approve	July/Sept (program)– December/January (grant)
Annual Conflict of Interest Statement	October (and during new appointments)
Annual QI/QA Plan – Approve	Winter
Board Chair/Vice Chair Elections	November/December
Program Director Annual Review	Fall/Spring
Sliding Fee Discount Scale (SFDS)	Spring
Strategic Plan Target Overview	November

Tab 4
QI/QA REPORT



DATE: July 11th, 2024

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
Alejandra Alvarado, Clinical Services Coordinator HCH/FH Program

SUBJECT: QI/QA COMMITTEE REPORT

- **Maternal Health Patient Safety Kits**

- HCH/FH is purchasing maternal health patient safety kits for homeless and farmworker patients. HCH/FH is working with Materials Management to select the appropriate vendor to provide these safety kits to patients; these kits will consist of post-partum, breastfeeding, and newborn essential supplies for women and new mothers.

- **Cancer Data Set**

- The aim of this project is to identify disparities among cancer screenings and prevalence of cancer diagnoses between HCH/FH patients and the general patient population at SMMC. HCH/FH has reviewed the first draft of the Cancer Data set received by the Population Health and BI (SMMC analytics) team, and is waiting for the next iteration of the report. Once the revised draft is received, HCH/FH will determine what analysis to begin on the data.

- **Homeless Mortality Report**

- HCH/FH is working with Public Health Epidemiology to generate a Homeless Mortality Report for San Mateo County. Public Health Epidemiology is aggregating and cleaning their data with HMIS data currently, with the hopes to compare it to program data soon. This data cleaning process will continue moving the project forward, towards validating homeless mortality data within the past 10 years.

Tab 5
REQUEST FOR THE BOARD TO
TAKE ACTION FOR THE
ANNUAL APPROVAL OF HCH/FH
PROGRAM SERVICES AND SITES
– FORMS 5A, 5B AND 5C

DATE: July 11, 2024

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: REQUEST FOR THE BOARD TO TAKE ACTION FOR THE ANNUAL APPROVAL OF HCH/FH PROGRAM SERVICES AND SITES – FORMS 5A, 5B AND 5C

Under the Bylaws Article 3.E, the Board has the authority and responsibility to set the scope and availability of services to be delivered by and the location and hours of operation of the Program. This responsibility is also articulated in the HRSA Health Center Program Compliance Manual Chapter 6 Accessible Hours and Locations and Chapter 19 Board Authority. The Co-Applicant Board reviews and approves the Program's Scope of Project as represented by Forms 5A, 5B & 5C on an annual basis at a minimum, usually as part of the Board's approval of the Program's Service Area Competition (SAC) grant application or the annual Noncompeting Continuation (NCC) – Budget Period Progress Report (BPR), and as otherwise necessary.

We are requesting Board approval of the existing Form 5A and Form 5C, and the existing Form 5B with the additions on the in-progress updates approved by the Board previously for Cordelieres Center and The Navigation Center

This request is for the Board to review and approve the program's scope of project as represented by Forms 5A, 5B, and 5C. Approval of this item requires a majority vote of the Board members present.

Attachments:

- HCH/FH Form 5A
- HCH/FH Form 5B
- HCH/FH Form 5C

Tab 6

**REQUEST FOR THE BOARD TO CREATE
AN AD HOC COMMITTEE FOR RFP
PROPOSAL EVALUATION**

DATE: July 11, 2024

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: REQUEST FOR THE BOARD TO CREATE AN AD HOC COMMITTEE FOR RFP PROPOSAL EVALUATION

Under the Board's authority to create committees to support the Board's responsibilities, this request is for the Board to create a committee of short duration to address specifically supporting Program in the evaluation of proposals submitted in response to the HCH/FH Program's 2025 to 2027 Services RFP.

Program recommends a small Ad Hoc Committee of 4 Board members, one each of which would join Program staff and/or other evaluators in the review and evaluation of each of the areas of proposals submitted in response to the Program's RFP. The Committee and staff would then develop a comprehensive recommendation to the Board for the Board's funding decisions, scheduled for the Board's September 2024 meeting.

This request is for the Board to create and appoint Board members to an Ad Hoc Committee to support the evaluation of the proposals received from the Program's 2025-2027 Services RFP. Approval of this item requires a majority vote of the Board members present.

Attachments: