

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

Co-Applicant Board Meeting Agenda

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November 10, 2021, 9:00 - 11:00am

| AGENDA | SPEAKER(S) | TAB | TIME |
|---|--|--|---------|
| A. CALL TO ORDER | Brian Greenberg | | 9:00am |
| B. APPROVAL OF THE ORDER OF THE AGENDA | Brian Greenberg | | 9:02am |
| C. PUBLIC COMMENT | | | 9:05am |
| <p>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.</p> | | | |
| D. CONSENT AGENDA | Irene Pasma | Tab 1 | 9:10am |
| <ol style="list-style-type: none">1. Approve meeting minutes from Oct. 14, 2021 Board Meeting2. Adopt a resolution finding that, because of the continuing COVID-19 pandemic state of emergency, meeting in person would present imminent risks to the health or safety of attendees. | | | |
| E. CONSUMER INPUT/GUEST SPEAKER | | | 9:15am |
| <p>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.</p> | | | |
| <ol style="list-style-type: none">1. Community Updates | Board members | | |
| F. BUSINESS AGENDA | | | 9:30am |
| <ol style="list-style-type: none">3. Vote for 2022 Board Chair and Vice Chair4. Approve Board letter to Pacifica City Council supporting safe parking in Pacifica | Jim Beaumont Irene Pasma | Tab 2 | |
| G. REPORTING & DISCUSSION AGENDA | | | 10:00am |
| <ol style="list-style-type: none">1. QI/QA Subcommittee Update2. Contracts & MOU Update3. Program Director's Report4. Program Budget/Finance Report5. Future Board Speakers6. Planning for Needs Assessment 2022/2023 Discussion | Danielle & Amanda Sofia Recalde Jim Beaumont Jim Beaumont Irene Pasma Irene Pasma | Tab 3 Tab 4 Tab 5 Tab 6 Tab 7 Tab 8 | 10:30 |
| ADJOURNMENT | | | 10:55am |
| H. Future meeting: December 9, 2021 9am-11am | | | |

TAB 1

Consent Agenda

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

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| <p><u>Co-Applicant Board Members Present</u> Robert Anderson Steven Kraft Victoria Sanchez De Alba, Vice Chair Janet Schmidt Brian Greenberg, Chair Suzanne Moore Eric Debode Steve Carey Tayischa Deldridge Christian Hansen Tony Serrano Gabe Garcia Jim Beaumont, HCH/FH Program Director (Ex-Officio)</p> | <p><u>County Staff Present</u> Irene Pasma, Program Implementation Coordinator Danielle Hull, Clinical Coordinator Sofia Recalde, Management Analyst Amanda Hing Hernandez, HCH/FH Medical Director Lauren Carroll, County Counsel Frank Trinh, PHPP Supervising MD for Communicable Disease Control and Prevention</p> | <p><u>Members of the Public</u> Maricela Zavala, Puente Elizabeth Riggall, Puente Judith Guerrero, Coastside Hope</p> <p><u>Absent Board Members/Staff:</u></p> |
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| ITEM | DISCUSSION/RECOMMENDATION | ACTION |
|---|--|--|
| <u>Call To Order</u> | Brian Greenberg called the meeting to order at 9:00 A.M and did a roll call. | |
| <u>Order of the Agenda</u> | No discussion. | Request to approve the Order of the Agenda was <u>MOVED</u> by Robert A and <u>SECONDED</u> by Tayischa D and <u>APPROVED</u> by all Board members present. |
| <u>Public Comment</u> | None. | |
| <u>Consent Agenda</u> 1. Mtg minutes from September 16th, 2021 | Please refer to TAB 1 All items on Consent Agenda were approved. | Request to approve Consent Agenda was <u>MOVED</u> by Suzanne M and <u>SECONDED</u> by Janet S and <u>APPROVED</u> by all Board members present. |
| <u>Consumer Input / Guest Speakers</u> Community Updates | Suzanne Moore: 1) Attorneys on both sides of the Pacifica lawsuit challenging legality of the City's Oversize Vehicle Ordinance are expecting to reach a settlement soon. 2) The County BOS passed a resolution to support the Bay Area Homelessness Regional Action Plan, which lists interventions to reduce unsheltered homelessness in the County 75% by 2024 through investments in interim housing, permanent housing and homeless | |

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| | <p>Janet Schmidt: Recommended that staff look into the Center for farmworker farmworkers, an organization that focuses education, housing, not healthcare per se. The website is: https://farmworkerfamily.org/</p> | |
| <p>Field Medicine in Half Moon Bay Update</p> | <p>Frank Trinh joined the meeting at 9:10am and provided an update on PPHP expansion of field medicine the Half Moon Bay/North Coast region. The need to increase staffing capacity in order to have an increased presence in Half Moon Bay has been escalated to Marc Meulman and County Health leadership. In addition, County Supervisors and Louise Rogers convened a meeting with County Health providers, ALAS and Puente on farmworker health and access to care.</p> <p>Board members asked if there were or could be other mobile clinics to fill any gaps in service. Frank acknowledged that there is Rotacare and that Stanford has a mobile clinic team. In addition, Board members requested that coastal providers like ALAS and Coastside Hope be included in conversations with County leadership.</p> <p>Amanda Hing Hernandez added that she had a conversation with Samaritan House about their interest in providing volunteer primary care services to farmworkers, but the service would be on the Bay-side of the County.</p> <p>Danielle Hull described additional activities that are occurring to support farmworker access to health, including improving communication between coastal farmworker providers and Coastside clinic, conducting a telehealth needs assessment and the potential of Coastside Clinic restarting Thursday evening clinic.</p> <p>Frank Trinh left meeting at 9:37am.</p> | |
| <p><u>Business Agenda:</u> Adopt a resolution finding that, because of the continuing COVID-19 pandemic state of emergency, meeting in person would present imminent risks to the health or safety of attendees</p> | <p>Please refer to TAB 2</p> <p>Lauren Carroll asked the Board to adopt a resolution finding that, due to the ongoing COVID-19 pandemic state of emergency, meeting in person would present imminent risks to the health or safety of attendees.</p> | <p>Request to adopt the resolution was <u>MOVED</u> by Gabe G and <u>SECONDED</u> by Janet S and APPROVED by all Board members present.</p> |
| <p>Chair and Vice Chair Nominations</p> | <p>Please refer to TAB 3</p> <p>Per the HCH/FH Board by-laws, the Board must elect a Board Chair and Vice-Chair at the October or November board meetings for a one-year term that begins at the start of the following calendar year. Jim Beaumont explained the nomination process and solicited nominations for Chair and Vice-Chair. Robert Anderson and Victoria Sanchez de Alba were nominated for Chair, and Victoria also received a nomination for Vice-Chair during the Board meeting. Suzanne Moore declined consideration for either position. Board members can email their nominations to HCH/FH up until the November Board meeting.</p> | <p>Board members will send Jim nominations for Chair and Vice Chair prior to the November Board meeting.</p> |

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| | Victoria requested that future Vice Chairs be more active in preparing for and facilitating meetings. | |
| Form a standing Strategic Plan Sub-Committee | <p>Please refer to TAB 4</p> <p>At the September Board Meeting, the Board agreed a subcommittee will convene twice a year to review the Strategic Plan, get an update on progress, and adjust the activities/outputs section as needed. The subcommittee will report back to the Board at the subsequent meeting. This would be a 4-hour annual commitment. Irene Pasma solicited interest in joining the sub-committee. Steve Kraft, Suzanne Moore, Gabe Garcia, Robert Anderson and Janet Schmidt volunteered to join the sub-committee.</p> | <p>Request to form a Strategic Plan Sub-committee was <u>MOVED</u> B Greenberg by and <u>SECONDED</u> by Robert A and <u>APPROVED</u> by all Board members present.</p> |
| Change November meeting date due to Veteran’s Day holiday on November 11th, 2021 | <p>HCH/FH Board meetings are typically held on the second Thursday of each month. The November meeting would fall on November 11, which is Veteran’s Day. Staff is recommended changing the meeting date to the 10th or the 12th.</p> <p>The next HCH/FH Board meeting will be held on Wednesday, November 10th 9-11am.</p> | <p>Request to change the November meeting date to November 10th was <u>MOVED</u> by Tayischa D, <u>SECONDED</u> by Brian Greenberg, <u>DECLINED</u> by Suzanne M and <u>APPROVED</u> by all other Board members present.</p> |
| <p><u>Reporting & Discussion</u> <u>Agenda</u> QI/QA Subcommittee Update</p> | <p>Please refer to TAB 5</p> <p>Hypertension and Colorectal Cancer Screening Disparity pilot – The pilot began in early October with Fair Oaks Clinic clients, and the Patient Navigator has already connected with 5 clients, including a few who are experiencing homelessness to address their hypertension. The added value of the Patient Navigator is that she can address barriers to health and social determinants of health (SDOH) and make referrals to providers and connections to Fair Oaks Core Service Agency. The HTN disparity work group is meeting next week to evaluate the plan and adjust as needed. HCH/FH and SMMC are looking into respite services for clients experiencing homelessness who need a colonoscopy (and would need a place to prep). Currently the HPSM respite pilot does not include colonoscopy as an admittance criterion.</p> <p>Maple Street Telehealth – Maple Street is ready to launch the telehealth pilot program.</p> <p>Farmworker telehealth – HCH/FH is planning to conduct a mini needs assessment to understand telehealth use, need and barriers among farmworkers. Gabe recommended that HCH/FH contact Dr. Kim from UC Davis to learn more about their efforts to bring telehealth services to vulnerable residents in the Central Valley.</p> | |

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| <p>COVID-19 Supplemental Funding Update</p> | <p>Please refer to TAB 6</p> <p>HCH/FH has expended 58% (368,292) of CARES funding and has fully allocated all funds to approved projects, which will all be complete by the funding deadline of 3/31/22. In addition, HCH/FH has expended 18% of ARPA funds, which expire on 3/31/23, and staff is working with partners to plan/implement projects, including the Mobile Clinic/Street Medicine expansion, SMMC Call Center expansion and County Health workforce engagement training.</p> <p>Jane requested staff present an evaluation on the effectiveness of CARE and ARP projects at a future Board meeting.</p> | |
| <p>Contracts & MOUs Update</p> | <p>Please refer to TAB 7</p> <p>Staff are working with Abode and ALAS to start work on their contracts and have quarterly meetings with BHRS, LifeMoves and Puente to review services and outcomes.</p> <p>Sonrisas dental services at Pescadero began on October 13th and the plan is to hold dental clinics on weekly basis on Wednesdays for the term of the agreement.</p> <p>Staff asked the Board what kind of data they would like to receive regarding the dental services being provided to farmworkers at the Saturday Dental Clinic. Board members asked for a report on patient satisfaction of services and on the kind of services received and the degree of difficulty of the services provided.</p> | |
| <p>Federal Review Single Financial Audit</p> | <p>Please refer to TAB 8</p> <p>Per the HCH/FH Board by-laws the Board is responsible for reviewing financial audits related to the Program. The HCH/FH program is covered by the County's required Federal Single Audit. The 2020 Federal Single Audit was filed by the County on September 30, 2021.</p> | |
| <p>Program Director's Report</p> | <p>Please refer to TAB 9</p> <p>HRSA OSV – HCH/FH has until December 12 to respond to 2 OSV grant conditions. Both conditions related to clinical staffing and are being worked on with SMMC.</p> <p>HSA released an RFP for the San Mateo County Homeless Navigation Center. HCH/FH is following this closely because several the services included in the project may overlap with work that HCH/FH contracts for.</p> <p>CalAIM is the State's new MediCal waiver program and appears to include increased support for enhanced care management services for MediCal recipients. HCH/FH is following this closely as this program will also coordination/case management services that HCH/FH currently contracts for.</p> | |

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| Program Budget / Finance Report | <p>Please refer to TAB 10</p> <p>Preliminary base grant expenditures for August 2021 were \$175,611 and \$2,223,807 Year-to-Date. Total projected expenditures for CY 2021 are estimated at \$2.9M resulting in an anticipated \$580K balance that will carry over to CY 2022.</p> | |
| Future Board Speakers | <p>Ideas for future Board meeting speakers:</p> <ul style="list-style-type: none"> • Telehealth with farmworkers in the Davis Area • ED discharge staff from SMMC/Other SMMC hospitals and the County jail • Pacifica Resource Center • Belen from Get Healthy on health impacts of housing (or lack thereof) and impact on low-income individuals and those at risk for homelessness. • Center on Homelessness on how housing vouchers are distributed • Coordinated Entry System on how clients are prioritized • Addiction services, like Palm 90, Project WeHope • HPSM on recuperative Care • CalAIM • BART and/or Caltrain on homelessness • Street Medicine • SMMC Call Center staff on how they facilitate care for clients exp homelessness and farmworkers • Mental health of farmworkers <p>Staff will prepare list of future speakers with contact information and develop a prioritization process to share with Board.</p> | |
| Needs Assessment 2022/2023 | <p>Please refer to TAB 11</p> <p>Irene presented list of topics of interest generated by Board members at the September meeting and an update on existing information on each topic and additional information gathered from other stakeholders.</p> <p>Staff did not recommend including farmworker housing and recuperative and board and care-type services for clients with higher acuity medical needs in the Needs Assessment, however Board members expressed strong desire to do so.</p> | |
| <u>Adjournment</u> | <p>Brian G. adjourned the meeting at 11:02am. The next HCH/FH Board meeting is scheduled for Wednesday, November 10th.</p> | |

RESOLUTION NO.

RESOLUTION FINDING THAT THE COVID-19 PANDEMIC STATE OF EMERGENCY CONTINUES TO PRESENT IMMINENT RISKS TO THE HEALTH OR SAFETY OF ATTENDEES AND THAT IT CONTINUES TO DIRECTLY IMPACT THE ABILITY OF THE HEALTHCARE FOR THE HOMELESS & FARMWORKER HEALTH (HCH/FH) PROGRAM CO-APPLICANT BOARD TO MEET SAFELY IN PERSON

WHEREAS, on March 4, 2020, pursuant to Section 8550, *et seq.*, of the California Government Code, Governor Newsom proclaimed a state of emergency related to the COVID-19 novel coronavirus and, subsequently, the San Mateo County Board of Supervisors declared a local emergency related to COVID-19, and the proclamation by the Governor and the declaration by the Board of Supervisors remains in effect; and

WHEREAS, on March 17, 2020, Governor Newsom issued Executive Order N-29-20, which suspended certain provisions in the California Open Meeting Law, codified at Government Code section 54950, *et seq.* (the “Brown Act”), related to teleconferencing by local agency legislative bodies, provided that certain requirements were met and followed; and

WHEREAS, on June 11, 2021, the Governor issued Executive Order N-08-21, which extended certain provisions of Executive Order N-29-20 that waive otherwise-applicable Brown Act requirements related to remote/teleconference meetings by local agency legislative bodies through September 30, 2021; and

WHEREAS, on September 16, 2021, Governor Newsom signed AB 361, which provides that a local agency legislative body may continue to meet remotely without complying with otherwise-applicable requirements in the Brown Act related to

remote/teleconference meetings by local agency legislative bodies, provided that a state of emergency has been declared, and the legislative body determines that meeting in person would present imminent risks to the health or safety of attendees, and provided that the legislative body makes such finding at least every thirty days during the term of the declared state of emergency; and,

WHEREAS, at its meeting of October 14, 2021, the HCH/FH Co-Applicant Board adopted a resolution, wherein this Board found, among other things, that as a result of the continuing COVID-19 state of emergency, meeting in person would present imminent risks to the health or safety of attendees; and

WHEREAS, if this Board determines that it is appropriate to continue meeting remotely pursuant to the provisions of AB 361, then at least every 30 days after making the initial findings set forth in the resolution adopted by this Board on October 14, 2021, this Board must reconsider the circumstances of the state of emergency and find that the state of emergency continues to impact the ability of members of this Board to meet safely in person.

WHEREAS, the HCH/FH Co-Applicant Board has reconsidered the circumstances of the state of emergency and finds that the state of emergency continues to impact the ability of members of the HCH/FH Co-Applicant Board to meet in person because there is a continuing threat of COVID-19 to the community, and because Board meetings have characteristics that give rise to risks to health and safety of meeting participants (such as the increased mixing associated with bringing together people from across the community, the need to enable those who are

immunocompromised or unvaccinated to be able to safely continue to participate fully in public governmental meetings, and the challenges with fully ascertaining and ensuring compliance with vaccination and other safety recommendations at such meetings); and

WHEREAS, the California Department of Public Health (“CDPH”) and the federal Centers for Disease Control and Prevention (“CDC”) caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, that it may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>); and,

WHEREAS, the HCH/FH Co-Applicant Board has an important interest in protecting the health, safety and welfare of those who participate in its meetings; and,

WHEREAS, the HCH/FH Co-Applicant Board typically meets in-person in public buildings, most often in medical facilities, such that increasing the number of people present in those buildings may impair the safety of the occupants; and

WHEREAS, in the interest of public health and safety, as affected by the state of emergency caused by the spread of COVID-19, the HCH/FH Co-Applicant Board finds that this state of emergency continues to directly impact the ability of members of this Board to meet safely in person and that meeting in person would present imminent risks to the health or safety of attendees, and the Board will therefore invoke the provisions of AB 361 related to teleconferencing for meetings of the HCH/FH Co-Applicant Board.

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that

1. The recitals set forth above are true and correct.
2. The HCH/FH Co-Applicant Board has reconsidered the circumstances of the state of emergency caused by the spread of COVID-19.
3. The HCH/FH Co-Applicant Board finds that the state of emergency caused by the spread of COVID-19 continues to directly impact the ability of members of the Board to meet safely in person.
4. The HCH/FH Co-Applicant Board further finds that meeting in person would present imminent risks to the health or safety of meeting attendees and directs staff to continue to agendize public meetings of the HCH/FH Co-Applicant Board only as online teleconference meetings.
5. Staff is directed to return no later than thirty (30) days after the adoption of this resolution with an item for the HCH/FH Co-Applicant Board to consider making the findings required by AB 361 in order to continue meeting under its provisions.

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TAB 2

Business Agenda

Letter to Pacifica City
Council

November 10, 2021

TO: Pacifica City Council

FROM: Healthcare for the Homeless and Farmworkers Program Co-Applicant Board

RE: Support of a Safe Parking Program in Pacifica

Honorable Council Members, City Manager, and Staff,

The mission of the Health Care for Homeless/Farm Workers Health (HCH/FH) Program is to serve homeless and farmworker individuals and families by providing access to comprehensive health care, in particular, primary health care, dental health care, and behavior health services in a supportive, welcoming, and accessible environment.

Consistent with this mission, our Board supports Safe Parking as a program which provides a safe place for vehicularly-housed to rest, have access to hygiene, and receive case management that addresses the barriers to permanent housing. Homeless persons living in their vehicles face an increased risk of trauma and health issues. Our Board is dedicated to the construct of Housing First - that housing is necessary to stabilize health.

We are grateful to the leadership of Pacifica City Council for addressing the needs of their homeless. We are heartened by the success of Safe Parking Programs by Project WeHope in East Palo Alto and LifeMoves in Redwood City. These programs have helped to assist participants to access healthcare and to provide a path to permanent housing. The Board has heard from numerous stakeholders that care coordination services via Homeless Outreach Teams and medical services via Street Medicine are easier to provide to vehicularly housed individuals when they are in Safe Parking programs.

This Board supports the efforts of Pacifica and their City Council for a Safe Parking Program.

Thank you.

Brian Greenberg,
HCH/FH Co-Applicant Board Chair

TAB 3

QI/QA Subcommittee

Update



DATE: November 10th, 2021

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

FROM: Amanda Hing Hernandez, Medical Director HCH/FH Program
Danielle Hull, Clinical Services Coordinator
Irene Pasma, Planning and Implementation Coordinator

SUBJECT: QI/QA COMMITTEE REPORT

The San Mateo County HCH/FH Program QI/QA Committee is scheduled to meet on November 18th.

- Hypertension Disparity Pilot
 - Summary of effort:
 - Effort to engage AA/Black hypertensive patients into care
 - Will also address hypertensive patients due for CRC Screening
 - Separate workflow has been developed for homeless patients
 - Scripted Interview Guide, Post Survey
 - Patients will receive \$15 gift card incentives for participating
 - Patient Navigator will provide 8-10 hours of work weekly specifically for homeless patients
 - So far, the pilot has scheduled in 13 patients into Fair Oaks Health Center clinic visits for blood pressure check, education, and blood pressure cuff dispensing. We will be looking to see how the use of a patient navigator has affected patient hypertension management and trust in SMMC services.
 - We will be setting a target date to begin engaging patients due for colorectal cancer screening into care.
- Data Dashboards
 - We've received our first draft report for patient no-shows in the 2021 calendar year to date. The committee will review data set at next meeting.
 - The NRC, SMMC Patient Satisfaction Survey Vendor, has launched the homeless and farmworker survey dashboard. Preliminary review has shown there is a need to understand why there are so few responses from the homeless and farmworker patient populations.

TAB 4

Contracts and MOU

Update



DATE: November 10th, 2021

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

FROM: Sofia Recalde, Management Analyst

SUBJECT: Contracts & MOUs update and Quarterly Reports

Contract & MOU Updates

HCH/FH has several contracts and MOUs with County departments and organizations to provide healthcare related services for people experiencing homelessness and farmworkers and their dependents. Below is a description of each and a status update.

Abode Services - No update

ALAS - The ALAS agreement to provide Promotores services in the Half Moon Bay region was approved by the County Board of Supervisors on October 19, 2021. Staff coordinated two health education trainings on Hypertension and Nutrition for the Promotores team at Coastside Clinic on November 9th. In addition, ALAS and HCH/FH staff are finalizing a short baseline survey that will be administered to farmworkers to understand their engagement with healthcare and knowledge of health-related topics, including telehealth.

Behavioral Health & Recovery Services (BHRS) – With financial support from both BHRS and HCH/FH, El Centro has hired a full-time substance use case manager to provide case management and early intervention services in Half Moon Bay. The case manager will work alongside ALAS and provide to services to the community, including farmworkers and their families. The case manager began meeting with ALAS to orient herself to the organization and community the week of November 1st.

Quarterly meeting occurred on 11/8/2021. Update will be provided at Board meeting.

LifeMoves – Quarterly meeting occurred on 10/21. See update below.

Public Health Policy and Planning (PHPP) Mobile Clinic and Street/Field Medicine – No update

Puente – Quarterly meeting occurred on 10/13. See update below.

Saturday Dental Clinic at Coastside Clinic – No update

Sonrisas – No update

Jan-Oct 2021 MOU & Contract Expenditures

| Contract | Contract Amount | Amount Spent | % YTD 2021 |
|--|--------------------|--------------------|------------|
| Abode | \$43,750 | \$0 | 0% |
| ALAS - Mental Health and Case Management** | \$43,500 | \$23,220 | 53% |
| ALAS - Promotores Model | \$45,000 | \$0 | 0% |
| LifeMoves | \$166,500 | \$67,675 | 41% |
| Puente | \$65,500 | \$55,170 | 84% |
| BHRS | \$120,000 | \$27,600 | 23% |
| PHPP | \$825,000 | \$618,750 | 75% |
| Saturday Dental Clinic (Coastside Clinic)* | \$15,000 | \$7,180 | 48% |
| Sonrisas* | \$55,000 | \$0 | 0% |
| <i>Jan-Jun 2021 contracts</i> | \$795,950 | \$677,905 | 85% |
| TOTAL | \$2,175,200 | \$1,477,500 | 68% |

*Total allocated for dental services in 2021 is \$70K

**Pending October invoices

Puente Quarterly meeting findings:

Service Delivery

| Contracted Service | Jul-Dec 2021 Client target | # of Clients | # of Visits |
|--|----------------------------|--------------|-------------|
| Care Coordination | 80 | 71 | 146 |
| Health Insurance Assistance | 60 | 49 | 66 |
| Transportation (to Saturday Dental Clinic) | 150 | 7 | NA |

Connections to Health (Calendar Year 2021)

- Of the 310 unique clients seen by Puente in 2021 ~48% of clients had a County Health visit this year.
 - o The majority of visits occurred at Coastside Clinic and by the Field Medicine team.

Challenges:

- Need to fill a community organizer position
- Newcomers to the community – both farmworkers and people experiencing homelessness

Successes:

- Coordinating more services for the community (e.g., a program for seniors, dental health support, COVID-19 rapid antigen testing, etc)

Additional Support requested:

- Access to SMMC patient information (e.g., health insurance status, appt date/time, PCP)

LifeMoves Quarterly meeting findings

Service delivery (July-December 2021)

| Contracted Service | Jul-Dec 2021 Client target | # of Clients | # of Visits |
|-----------------------------|----------------------------|--------------|-------------|
| Care Coordination | 170 | 99 | 177 |
| Health Insurance Assistance | 50 | 23 | 23 |
| In-person SMMC visits | 60 | NA | ** |
| Telehealth SMMC visits | 50 | NA | 0 |
| Transportation | 200 | 28 | NA |

**in discussion with LifeMoves

Connections to Health (Calendar Year 2021)

| Connections to Health | # of Clients | # of visits |
|---|--------------|-------------|
| Lifemoves clients* | 365 | 790 |
| LM clients connected to County Health (SMMC & PHPP) | 177 (48%) | 1,017 |
| LM clients seen by PHPP | 132 | 442 |
| LM clients seen by SMMC | 50 | 575 |
| LM clients seen by BHRS | NA | NA |

*Unduplicated across all service types

Challenges:

- Took several months to fully staff the LifeMoves HCH team
- Scope changes taking time to implement
- SMMC in-person appointments are ~1-2 months out
- Clients are not interested in telehealth

Successes:

- Solid communication with New Patient Connection Center and Health Coverage Unit
- Turnaround time for Medi-Cal and ACE enrollment is quicker

Additional support requested:

- Access to SMMC patient information (e.g., health insurance status, appt date/time, PCP)

TAB 6

Program 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: November 10, 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 October 14, 2021 Co-Applicant Board meeting:

Program continues to work through the grant conditions from HRSA that resulted from our August Operational Site Visit (OSV). We have received notice of lifting of the condition related to Ravenswood Family Health Center still be listed on our scope Form 5B – Sites. We have policies for Basic Life Support (BLS) verification for all clinical staff and National Provider Data Base checks for all non-Licensed Individual Providers (LIPs).

We continue to work with SMMC staff on the Quality Improvement/Quality Assurance condition (policy for at least quarterly per review of quality of services through chart review). The deadline for these submissions is December 13th.

We have begun working with our SMMC and SMC Health partners on the planning for “booster” shots of the vaccines, and on pediatric COVID-19 vaccinations for children 5 to 11 as CDC has released guidance for them.

Program is working with SMMC Human Resources and SMC Human Resources to complete the Management Analyst hiring. We are also working with them in preparation of announcing our Community Services Coordinator position. This full-scale recruitment will likely open in late November

Seven Day Update

ATTACHED:

- Program Calendar



**County of San Mateo Health Care for the Homeless & Farmworker Health
(HCH/FH) Program
2021 Calendar (Revised October 2021)**

| EVENT | MONTH | NOTES |
|--|----------|-------|
| <ul style="list-style-type: none"> • Board Meeting (October 14, 2021 from 9:00 a.m. to 11:00 a.m.) <ul style="list-style-type: none"> ○ SMMC Audit approval ○ Chair and Vice Chair nominations begins ○ Conflict of Interest Signing | October | |
| <ul style="list-style-type: none"> • Board Meeting (November 11, 2021 from 9:00 a.m. to 11:00 a.m.) <ul style="list-style-type: none"> ○ Chair and Vice Chair Elections | November | |
| <ul style="list-style-type: none"> • Board Meeting (December 9, 2021 from 9:00 a.m. to 11:00 a.m.) | December | |

| 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 | August/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 | October/November |
| Program Director Annual Review | Fall/Spring |
| Sliding Fee Discount Scale (SFDS) | Spring |
| Strategic Plan Target Overview | December |



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: November 10, 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 October 14, 2021 Co-Applicant Board meeting:

Program continues to work through the grant conditions from HRSA that resulted from our August Operational Site Visit (OSV). We have received notice of lifting of the condition related to Ravenswood Family Health Center still be listed on our scope Form 5B – Sites. We have policies for Basic Life Support (BLS) verification for all clinical staff and National Provider Data Base checks for all non-Licensed Individual Providers (LIPs).

We continue to work with SMMC staff on the Quality Improvement/Quality Assurance condition (policy for at least quarterly per review of quality of services through chart review). The deadline for these submissions is December 13th.

We have begun working with our SMMC and SMC Health partners on the planning for “booster” shots of the vaccines, and on pediatric COVID-19 vaccinations for children 5 to 11 as CDC has released guidance for them.

Program is working with SMMC Human Resources and SMC Human Resources to complete the Management Analyst hiring. We are also working with them in preparation of announcing our Community Services Coordinator position. This full-scale recruitment will likely open in late November

Seven Day Update

ATTACHED:

- Program Calendar



GRANT YEAR 2021

October \$\$

| Details for budget estimates | Budgeted [SF-424] | | To Date (10/31/21) | Projection for end of year | Projected for GY 2022 |
|---|----------------------|----------------|----------------------------|-------------------------------|---------------------------------------|
| EXPENDITURES | | | | | |
| <u>Salaries</u> | | | | | |
| Director, Program Coordinator | | | | | |
| Management Analyst ,Medical Director new position, misc. OT, other, etc. | | | | | |
| | <u>631,050</u> | 42,636 | <u>465,750</u> | <u>577,114</u> | <u>690,000</u> |
| <u>Benefits</u> | | | | | |
| Director, Program Coordinator | | | | | |
| Management Analyst ,Medical Director new position, misc. OT, other, etc. | | | | | |
| | <u>171,990</u> | 14,177 | <u>117,935</u> | <u>155,000</u> | <u>225,000</u> |
| <u>Travel</u> | | | | | |
| National Conferences (2500*8) | 25,000 | 2,360 | 2,685 | 3,000 | 25,000 |
| Regional Conferences (1000*5) | 5,000 | | | 150 | 5,000 |
| Local Travel | 1,500 | | | 100 | 1,500 |
| Taxis | 1,000 | | 163 | 250 | 1,000 |
| Van & vehicle usage | <u>2,000</u> | | <u>706</u> | <u>1,000</u> | <u>1,500</u> |
| | 34,500 | | 3,554 | 4,500 | 34,000 |
| <u>Supplies</u> | | | | | |
| Office Supplies, misc. | 12,000 | 1,115 | 5,566 | 7,500 | 10,000 |
| Small Funding Requests | | | 81,767 | 82,000 | |
| | <u>12,000</u> | | <u>87,333</u> | <u>89,500</u> | <u>10,000</u> |
| <u>Contractual</u> | | | | | |
| 2019 Contracts | | | 129,225 | 129,225 | |
| 2019 MOUs | | | 144,645 | 144,645 | |
| Current 2020 MOUs | 872,000 | 11,242 | 645,390 | 925,000 | 1,200,000 |
| Current 2020 contracts | 1,034,000 | 20,770 | 660,775 | 850,000 | 850,000 |
| ES contracts (SUD-MH & IBHS) | 150,000 | | | | |
| ---unallocated---/other contracts | | | | | |
| | <u>2,056,000</u> | | <u>1,580,035</u> | <u>2,048,870</u> | <u>2,050,000</u> |
| <u>Other</u> | | | | | |
| Consultants/grant writer | 30,000 | | | 5,000 | 25,000 |
| IT/Telcom | 20,000 | 2,232 | 18,576 | 24,000 | 25,000 |
| New Automation | | | | 0 | - |
| Memberships | 5,000 | | | 2,500 | 5,000 |
| Training | 10,000 | | 16,356 | 25,000 | 20,000 |
| Misc | 500 | 72 | 72 | 500 | 500 |
| | <u>65,500</u> | | <u>35,004</u> | <u>57,000</u> | <u>75,500</u> |
| TOTAL | <u>2,971,040</u> | 94,604 | <u>2,289,611</u> | <u>2,931,984</u> | <u>3,084,500</u> |
| GRANT REVENUE | | | | | |
| Available Base Grant | 2,691,632 | | | 2,691,632 | 2,858,632 |
| Carryover | 922,375 | | | 922,375 | |
| Available Expanded Services Awards ** | | | | | 682,023 carryover |
| HCH/FH PROGRAM TOTAL | <u>3,614,007</u> | | | <u>3,614,007</u> | <u>3,540,655</u> |
| BALANCE | 642,967 | | PROJECTED AVAILABLE | 682,023 | 456,155 |
| | | | | | based on est. grant of \$2,691,632 |
| <u>Non-Grant Expenditures</u> | | | | | |
| Salary Overage | 13750 | 1442 | 11,723 | 16,000 | 22,000 |
| Health Coverage | 57000 | 10092 | 40,611 | 56,000 | 57,000 |
| base grant prep | - | | | | |
| food | 2500 | | | 750 | 1,500 |
| incentives/gift cards | <u>1,000</u> | | | | <u>1,500</u> |
| | 74,250 | 11,534 | 52,334 | 72,750 | 82,000 |
| TOTAL EXPENDITURES | 3,045,290 | 106,138 | 2,341,945 | 3,004,734 | NEXT YEAR 3,166,500 |

| | BUDGETED | This month | TO DATE | PROJECTED |
|--|-----------|------------|---------|-----------|
| COVID Expenditures | 2021 | 76790 | 485,827 | 535,500 |
| (not included either COVID APR awards) | 2020 | | 254,669 | |
| [thru 03/23] Total | 2,480,000 | | 740496 | |

TAB 7

Future Board

Speakers



DATE: November 10, 2021

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

FROM: Irene Pasma, Program Implementation and Planning Coordinator

SUBJECT: Board Speaker Memo

At the October Board Meeting, Board members discussed what speakers they'd like to invite to future Board Meetings. Staff created a 2022 calendar based on the interests of the Board. It should be noted some months, depending on other agenda topics/priorities, may not be able to accommodate a speaker, whereas other months there could be enough time for two speakers. Staff will do the best to have a speaker at each Board meeting.

Future Board Speakers Calendar

| Month | Topic | Potential Speaker/Organization |
|--------------|--|---|
| December-21 | Telehealth with farmworkers in the Davis Area or Pacifica Resource Center | Program manager from either program |
| January-22 | CalAIM Overview and Update | WPC Manager or HPSM |
| February-22 | SMMC Call Center/ED Discharge: how are patients linked to outpatient services after an ED visit | Call Center Manager/ED Social Worker |
| March-22 | Contract update: Puente and LifeMoves Care Coordination Contracts | Puente and LifeMoves |
| April-22 | Center on Homelessness Updates and Summary of the Working to End Homelessness Convening, including Millbrae BART homelessness pilot | COH Manager |
| May-22 | Contract Update – HEAL Update & Sonrisas retrospective | BHRS and Sonrisas (clinicians and/or program manager) |
| June-22 | Contract update: Community Health Workers in Half Moon Bay and Mental Health of Farmworkers | ALAS Project Manager and El Centro |
| July-22 | Coordinated Entry – how it works, what it's learned over the past several years, how medical needs are evaluated | Samaritan House CES manager |
| August-22 | Policy Update – intersection of housing and health | Get Healthy San Mateo Project Manager |
| September-22 | Contract Update: Care coordination for newly housed | Abode |
| October-22 | HPSM Recuperative Care Update | HPSM or BACS program manager |
| November-22 | Addiction services in SMC | HealthRight 360/Palm and invite BHRS SUD manager |
| December-22 | Saturday Dental Clinic | SMMC Dental Manager |

TAB 8

2022/2023 Needs

Assessment



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

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

DATE: November 10, 2021

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

FROM: Irene Pasma, Program Implementation and Planning Coordinator

SUBJECT: 2022/2023 Needs Assessment

At the October Board Meeting, the Board reiterated their interest in two topics for the 2022/2023 Needs Assessment:

1. Homeless clients with medical needs making them unsuitable for shelter or regular housing
2. Farmworker housing

Staff also recommended a third topic for consideration:

3. SMMC Patient and Healthcare Provider Perspectives on SMMC Health Care Delivery.

At the November Board Meeting, Board Members will discuss – for each topic listed above – the:

1. Primary Questions we're trying to answer within each category
2. Primary Purpose of the data once it is collected
3. Primary stakeholders (to inform who is included in the advisory group)

Please review the attached document which outlines potential questions, purpose, and stakeholders for each category as conversation starters.

Attached: 2022/2023 Needs Assessment Topics Questions, Purpose, Stakeholders

Attachment: 2022/2023 Needs Assessment Topic Questions, Purpose, Stakeholders

Homeless clients with high medical needs

Primary Questions Being Answered

- A. What type of beds needed i.e. recuperative care, Residential Care Facility for the Elderly (RCFE), Skilled Nursing Facility (SNF), etc?
- B. How many more beds are needed?
- C. What are the barriers for the system in creating more beds?
- D. What are the Health System's and HPSM's perspectives on the needs and barriers
- E. What is the current landscape/currently available resources?

What is the primary purpose of the data collected?

1. Share information with relevant stakeholders
2. Identify Service Delivery options (low hanging vs high hanging fruit)
3. Use the data for advocacy

Primary Stakeholders

1. Health Leadership
2. Center on Homelessness
3. Local hospitals
4. Homeless service providers (i.e. shelters)
5. Health Plan of San Mateo
6. RCFEs/SNFs/Ombudsman
7. People experiencing homelessness in SMC who require higher levels of ongoing medical care
8. SMC Aging and Adult Services

Agricultural Housing Survey

Primary Questions Being Answered

- A. What is the quality of existing farmworker housing (on farms)?
- B. What is the link between farmworker housing and health?
- C. What is the quantity of farmworker housing needed?
- D. What are the barriers to building more housing units?
- E. What are growers' perspectives on farmworker housing?
- F. What are farmworkers' perspective on their housing
- G. What is the current farmworker housing environment and involved stakeholders?

What is the primary purpose of the data collected?

1. Share information with relevant stakeholders
2. Identify Service Delivery
3. Use the data for advocacy

Primary Stakeholders

1. Department of Housing
2. Environmental Health
3. Farmworker Affairs Coalition
4. Department of Agriculture
5. Growers with housing units
6. Farmworkers who live on-farms or are housing insecure in SMC

SMMC Patient and Healthcare Provider Perspectives on SMMC Health Care Delivery

Primary Questions Being Answered

1. How do homeless and farmworker patients like to receive care at SMMC?
2. What are H/FW patient's levels of trust and understanding of their healthcare plans?
3. What are physician perspectives, knowledge, and beliefs of their H/FW patients?
4. What is important to H/FW patients when it comes to their healthcare (i.e. what are their health priorities)?

What is the primary purpose of the data collected?

1. Improve service delivery of SMMC physicians and care teams for these patients
2. Reduce barriers to H/FW patients in receiving care at SMMC
3. Improve patient and healthcare provider satisfaction

Primary Stakeholders

1. SMMC Leadership
2. SMMC providers (physicians, nurses, PSAs, MAs)
3. SMMC clinic managers
4. SMMC homeless and farmworker patients
5. HCH/FH Contractors providing care coordination (Puente, LifeMoves)
6. Street/Field Medicine and Mobile Clinic