

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

Co-Applicant Board Meeting Agenda

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+ 1 628-212-0105 ID: 562 834 360#

November 10, 2022 9:00am - 11:00am

## A. CALL TO ORDER & ROLL CALL

Robert Anderson

9:00am

## B. BUSINESS AGENDA

Vote for 2023 Board Officers

Jim Beaumont

9:05am

## C. 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.

## D. ACTION TO SET THE AGENDA & CONSENT AGENDA

Robert Anderson

9:15am

1. Approve meeting minutes from October 13, 2022 Board Meeting

TAB 1

2. 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.

TAB 2

3. Quality Improvement/Quality Assurance update

TAB 3

4. Contracts & MOUs update

TAB 4

## E. COMMUNITY ANNOUNCEMENTS / GUEST SPEAKER

9:20am

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

2. Human Services Agency

Matthew Hayes

## F. REPORTING & DISCUSSION AGENDA

1. HCH/FH Director's Report

Jim Beaumont

9:50 am

TAB 5

2. Federal Review Single Financial Audit

Jim Beaumont

10:00 am

3. International Street Medicine Symposium Debrief

Kapil Chopra

10:10 am

4. Budget & Finance Report

Jim Beaumont

10:15 am

TAB 6

5. Brown Act Updates

Lauren Carroll

10:25 am

6. Contractor Spotlight: Ayudando Latinos A Soñar (ALAS)

Joaquin Jimenez  
& Meron Asfaw

10:40 am

## G. ADJOURNMENT

11:00am

Future meeting: December 8, 2022 9am-11am



**TAB 1**  
**Meeting**  
**Minutes**

**Healthcare for the Homeless/Farmworker Health Program (Program)  
Co-Applicant Board Meeting Minutes (October 13<sup>th</sup>, 2022)  
Teams Meeting**

<p><b><u>Co-Applicant Board Members Present</u></b>          Robert Anderson, Chair          Eric Debode          Janet Schmidt          Steven Kraft          Steve Carey          Suzanne Moore          Brian Greenberg          Tayischa Deldridge          Tony Serrano          Judith Guerrero          Francine Serafin-Dickson          Jim Beaumont, HCH/FH Program Director (Ex-Officio)</p>	<p><b><u>County Staff Present</u></b>          Meron Asfaw, Community Program Coordinator          Kapil Chopra, Behavioral Health Director          Anessa Farber, Public Health Clinics Manager          Frank Trinh, Medical Director HCH/FH          Caiti Busch, County Counsel          Sandra Kiapi, Health Services Manager          Cynthia Dresner, Ambulatory Care Nurse          Mayela Perez, Field Medicine Public Health Nurse</p>	<p><b><u>Members of the Public</u></b>          Maricela Zavala, Puente de la Costa Sur</p> <p><b><u>Absent Board Members/Staff:</u></b>          Irene Pasma, Planning &amp; Implementation Coordinator          Amanda Hing Hernandez, Interim Medical Director          Lauren Carroll, County Counsel          Gabe Garcia          Victoria Sanchez De Alba, Vice Chair</p>
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ITEM	DISCUSSION/RECOMMENDATION	ACTION
<u>Call to Order</u>	Robert Anderson called the meeting to order at 9:02am and did a roll call.	
<u>Public Comment</u>	None.	
<u>Action to set the Agenda &amp; Consent Agenda</u>	<p>Items on the consent agenda:</p> <ul style="list-style-type: none"> <li>• Approve meeting minutes from September 8, 2022, Board Meeting</li> <li>• 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.</li> <li>• Budget &amp; Finance Report</li> <li>• Contracts &amp; MOUs update</li> <li>• Quality Improvement/Quality Assurance Memo</li> </ul>	<p><b>Request to approve the Consent Agenda was <u>MOVED</u> by Suzanne Moore and <u>SECONDED</u> by Brian Greenberg.</b></p> <p>APPROVED by all Board members present.</p>
<u>Community Announcements/Guest Speaker</u> <b>Community Updates</b>	<p><b>Suzanne Moore:</b></p> <ul style="list-style-type: none"> <li>• The following reports of concerns were noted during a meeting with Unhoused on the Coast chaired by Pacifica Resource Center (PRC)               <ul style="list-style-type: none"> <li>○ The PRC is noticing an increased number of homeless seeking assistance. They informally attribute this to an increase in evictions due to individuals/families who have run out of money related to the economic downturn of COVID.</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>○ The County's waiting list for family shelters has never been so high: usually in the single digits, the recent count is 32.</li> <li>○ The PRC could not house a family with a 2-week-old infant due to lack of housing.</li> <li>○ The Pacifica Safe Parking Program is still not using 5 of the designated sites due to appeals from North Coast County Water District, Citizens, or Coastal Commission. They do not know when these sites may become available.</li> <li>○ SPP (Safe Parking Program) participants at the 3 Lundy Way sites report daily harassment - a car was keyed &amp; cars honking. The SPP has collected the complaints and has received permission to share this information. Unfortunately, the staff feels that this harassment is increasing the reluctance of some possible candidates to enter the program. PRC, SPP staff, Pacifica Police, and the city are aware but have not made progress. <ul style="list-style-type: none"> <li>▪ Suzanne is reaching out to staff to see if they could make a report to HCH/FH Board.</li> </ul> </li> </ul> <ul style="list-style-type: none"> <li>• In a meeting with the Anti-Displacement Committee of San Mateo, Legal Aid of San Mateo County and Community Legal Services of East Palo Alto both reported an increased request for services due to unlawful detainers (evictions). Currently, they have halted any further housing services to meet the demand.</li> </ul> <p>Suzanne Moore asked the board if it would be possible for HCH/FH to receive monthly numbers of specific data to better quantify the trends. Although these are indirect measures of actual homeless numbers, they might indicate a trend that should be relayed to all agencies that serve the homeless and those at risk.</p> <ul style="list-style-type: none"> <li>○ the County's Record Management for a monthly tally of unlawful detainers. For comparison, it might be helpful to have pre-COVID numbers, moratorium numbers, and post-moratorium numbers. Suzanne mentioned that she tried to reach out but was unsuccessful. She suggested someone with credentials might be successful.</li> <li>○ Receive monthly CORE agency numbers on homeless service requests.</li> <li>○ It might be possible to receive monthly numbers of services from Legal Aid of San Mateo County. They may be busy, but it would be helpful.</li> </ul> <p>Suzanne Moore asked the board if the HCH/FH board could draft a letter to support the interim housing project to meet this increasing need. It could be read aloud by</p>	
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the board members to the individual city councils. It is a time for the City is developing housing elements, so it might be a great time to raise this issue.

**Brian Greenberg**

- The Navigation Center/Maple 2.0 is scheduled to open in late December or early January with 240 Units.
- The Safe Parking Facility in Redwood City (RWC) is down to 20 RV from 50RV. The Safe Parking facility will not close until there is space for the families. Families rejected site-based shelters, so the program will be going to close gradually.
- RWC was awarded a state grant for encampment clearing. A city-wide initiative with five non-profits, LifeMoves is taking the lead in this initiative. LifeMoves will open up a shelter in Palo Alto, Santa Clara County. Sixty-four rooms for singles and 24 for families.
- Brian Greenberg encourages the board to take a bike from Guadalupe River Parkway, downtown San Jose to San Jose Airport, where there are homeless encampments for about 6 miles.
- LifeMoves is opening up a 210 facility, another home key initiative in Monterey & Branham.
- LifeMoves is opening up Safe and Supportive parking at Santa Theresa that will accommodate 50 RVs. Currently having issues with the City allowing generators.

Judith Guerrero followed up on Suzanne's report saying there were not that many people on the family shelter waiting list the last time the CORE agencies met. The best place to look for the report on how many people are asking for rental assistance is from CES or Legal Air.

Tony Serrano commented that St. Vincent de Paul receives many referrals from core agencies for rental assistance. 3 out of 5 clients are related to rental assistance. St. Vincent de Paul has small funding for motels, and the fund is exhausted for the month assisting for rental assistance, which implies that families will be out of home soon.

**Robert Anderson:**

The City of San Mateo Police Department hired The Homeless Coordinator, Victoria. She used to work for LifeMoves, Homeless Outreach. She will be coordinating the homeless issues in San Mateo Outreach in addition to the mental technician that was hired earlier this year to respond to mental health emergencies, including homeless.

<p><b>Bridges to Wellness Program</b></p>	<p>Sandra Kiapi and Cynthia Dresner presented information about the Bridges to Wellness Program. Bridges to Wellness Program provides intensive case management, care coordination, patient advocacy, and systems navigation to clients with high/complex needs. The team includes: 14 Care Managers, 2 Social Work Supervisors, a Triage Nurse, a part-time Medical Director, Medical Office Assistant, and Health Services Manager I. Sandra explained in detail who will be eligible, how to refer clients, and the services the program provides. Cynthia explained some of the challenges the program is facing. Some of the obstacles mentioned are locating unhoused clients and medication adherence. Cynthia explained some of the program's methods to address some challenges.</p>	
<p><u>Business Agenda</u> <b>Renew QI/QA Annual Plan</b></p>	<p>The San Mateo County HCH/FH Program QI/QA Committee met on September 22/2022 and discussed recommendations to amend the Quality Improvement Annual Plan 2021-2022. The QI/QA Committee is looking for board approval of the amendment to be executed from October 2022 to September 2023.</p> <p>The request is for the board to take action to approve the amendment.</p>	<p><b>Request to approve the QI/QA Annual Plan</b> was <u>MOVED</u> by Brian Greenberg and <u>SECONDED</u> by Tayischa Deldridge</p> <p>APPROVED by all Board members present.</p>
<p><u>Reporting &amp; Discussion Agenda</u> <b>Program Director's Report</b></p>	<ul style="list-style-type: none"> <li>• The board routinely reviews and accepts a single audit for the County of San Mateo annually. A single audit is a process by which organizations with multiple federal grants, contracts, and agreements can meet federal audit requirements without having each federal program fully audited every year. HCH/FH was selected as one of the programs to be included in the Single Audit. The board will review the single audit at the next board meeting.</li> <li>• HCH/FH supplied additional antigen tests for the medical center.</li> <li>• HCH/FH has committed up to \$250,000 from our COVID ARPA award to help support creating a dental operatory at the County's new Navigation Center.</li> <li>• This week HCH/FH offered a position and was accepted for the Management Analyst. Gozel Kulieva will join the HCH/FH team as a new Management Analyst. Her tentative start date is October 31st.</li> <li>• Danielle Hull has resigned from her Clinical Services Coordinator position with the HCH/FH Program. Recruitment for her position will open soon.</li> </ul>	

<p><b>Chair/Vice Chair Nomination</b></p>	<p>Under the Board's Bylaws, the Board selects officers annually, with the election to occur at the October or November meeting. The term of office is for one year, running for a calendar year, and a maximum of 4 terms. Any Board member may offer a nomination, and any Board member is eligible to be nominated, except for those who have already served the maximum allowable of four (4) terms in the given office. Members may offer the nomination verbally at the meeting by requesting the floor. Members can also submit nominations via email to the Secretary of the Board (the Director) anytime between today's meeting and the beginning of next month's meeting.</p> <p>Suzanne Moore nominated the current chair (Robert Anderson) and vice chair (Victoria Sanchez De Alba) to continue for the following year.</p>	
<p><b>Board Speakers</b></p>	<p>Robert Anderson facilitated a discussion about future board speakers. Some ideas for future board speakers are the following:</p> <ul style="list-style-type: none"> <li>• San Mateo Homeless Coordinator.</li> <li>• The team that works on the BART trains.</li> <li>• Discussion about the farmworker's and homeless's needs.</li> <li>• Reflections after two years on Redwood City Safe and Supporting Parking.</li> <li>• Director of the Navigation Center.</li> <li>• Pacifica's Safe Parking Program.</li> <li>• Louise Rogers, Deputy Chief of San Mateo County Health.</li> <li>• Farmworker Affair Commission.</li> <li>• SMC BHRS IMAT (Integrated Medication Assisted Treatment).</li> <li>• Susan Manheimer, Chief of Police</li> </ul>	
<p><b>Contractor Spotlight: Public Health Policy &amp; Planning (PHPP), Field Medicine</b></p>	<p>Mayela Perez gave an overview of what Field medicine is and why field medicine is essential. Mayala discussed some strategies field medicine is utilizing to reach out to farmworkers. Some strategies are repeated engagement, building trust, intensive care coordination, and front-loading care. Field medicine provides physical exams, laboratory studies, vaccinations, Ear lavage, case management, cold weather supplies, wound care, and alcohol and substance use disorder.</p>	
<p><b>Field Medicine Expansion Update</b></p>	<p>Dr. Frank Trinh mentioned that Field Medicine is expanding to the Halfmoon Bay area by the end of November. Dr. Trinh mentioned that there is enough existing medical equipment and additional nurse practitioner capacity to start the second day of Field Medicine. However, there will not be an additional Public Health Nurse. Field Medicine is working with ALAS and hoping to establish a partnership with ALAS. Field Medicine met with Coastside Hope and will meet with Coastside clinic leadership over Halfmoon bay to coordinate the effort of expanding Field Medicine to Halfmoon Bay.</p>	
<p><u>Adjournment</u></p>	<p>Robert Anderson adjourned the meeting at 10:58 am. The next HCH/FH Board meeting is scheduled for Thursday, November 10th, 2022.</p>	



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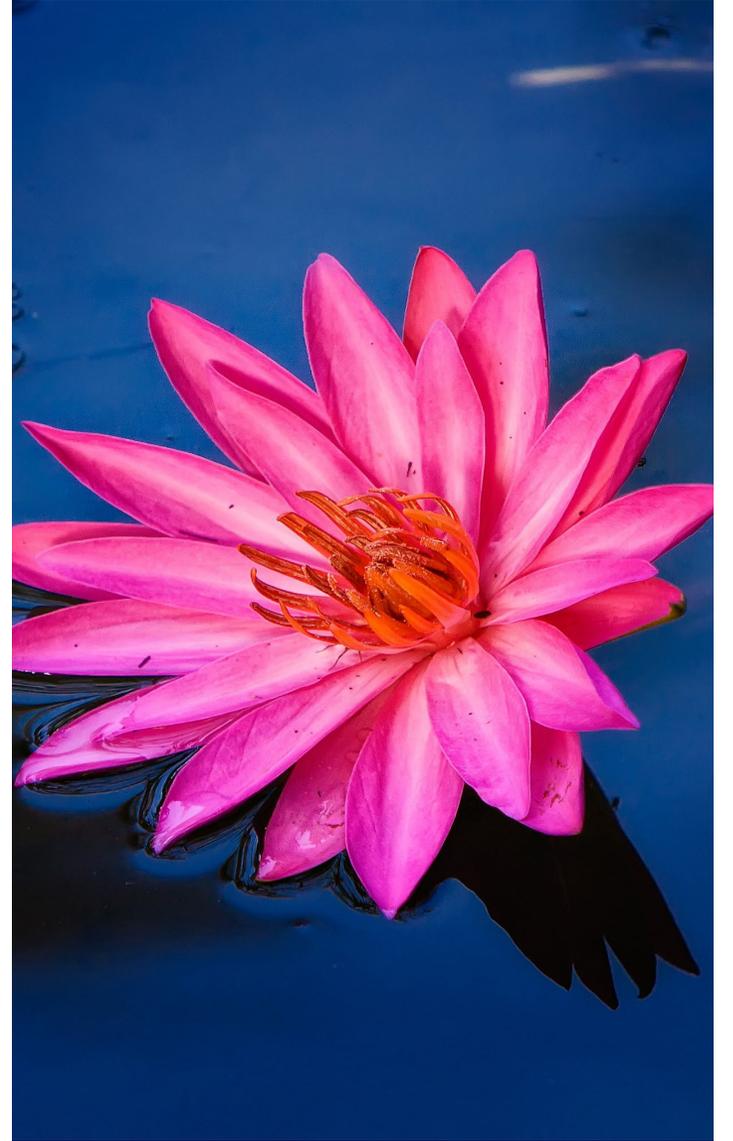
# BRIDGES TO WELLNESS

*Sandra Kiapi,  
HSM I*

*Cynthia Dresner,  
RN*

*October*

*2022*





# BRIDGES TO WELLNESS (BWT)

- An intensive care management program within Public Health Policy and Planning;
- Established in 2017 as part of the Whole Person Care (WPC) pilot;
- The BWT provides intensive case management, care coordination, patient advocacy, and systems navigation to clients with high/complex needs;
- The Team strives to remove barriers that prevent clients with complex needs from accessing essential medical, behavioral health and social services;
- Staffing: 14 Care Managers, 2 Social Work Supervisors, Triage Nurse, part-time Medical Director, Medical Office Assistant, Health Services Manager I.



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## ENHANCED CARE MANAGEMENT (ECM)

- Effective January 1, 2022 Bridges to Wellness became an Enhanced Care Management (ECM) provider under contract with the Health Plan of San Mateo (HPSM).
- ECM is a new Medi-Cal benefit administered by Managed Care Plans under the California 1115 demonstration and CalAIM section 1915(b) waiver.
- Enhanced Care Management (ECM) is a whole person, interdisciplinary approach to care that addresses the clinical and non-clinical needs of high-need Medi-Cal Managed Care Members through systematic coordination of services and comprehensive care management that is community-based, interdisciplinary, high-touch and person centered.



# WHO IS ELIGIBLE FOR ECM?

HPSM Medi-Cal members (21+) who:

- Experience Homelessness or at risk of homelessness
- Have Complex health issues and have gone to the hospital or emergency department multiple times over the last six months
- Have a serious mental health condition or struggle with drug or alcohol use



## ECM SERVICES

**Goal:** Coordinate all primary, acute, behavioral, developmental, oral, social needs, and long-term services and supports

- (1) Outreach and Engagement;
- (2) Comprehensive Assessment and Care Management Plan;
- (3) Enhanced Coordination of Care;
- (4) Health Promotion;
- (5) Comprehensive Transitional Care;
- (6) Member and Family Supports; and
- (7) Coordination of and Referral to Community and Social Support Services.



## WHO IS EXCLUDED FROM RECEIVING ECM SERVICES FROM BWT?

- Members enrolled in ACE.
- Members receiving primary care services in Kaiser.
- Members enrolled in Basic or Complex Case Management (this is the telephonic “case management” provided by the Health Plan)
- Persons receiving ECM from other providers

### OTHER ECM PROVIDERS

HPSM Portal [Provider list](#).

- Institute on Aging
- Aging and Adult Services



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## CHALLENGES

- ECM Eligibility requirements exclude some clients;
- Locating some persons experiencing homelessness after authorization;
- Some clients not connected to care/in crisis when located;
- Maintaining engagement in care due to communication challenges;
- Medication adherence;
- Challenges with storing maintaining Durable Medical Equipment;



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## ADDRESSING CHALLENGES

- BWT provides field based, client centered services;
- ECM services include Care Coordination on all aspects of client's care;
- Scheduled or on demand consult with Triage Nurse;
- Public Health Mobile Clinic;
- Scheduled NP consults from Street Medicine;
- Collaboration with LifeMoves HOT Team;



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## OPPORTUNITIES FOR COLLABORATION

- Refer eligible clients to Bridges to Wellness for ECM services;
- Locating hard to reach clients authorized for services and connecting them to BWT;
- Client supplies (sanitation, clothing);



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## HOW TO REFER A CLIENT TO BRIDGES TO WELLNESS

1. Submit a Bridges to Wellness Referral form to the BWT Nurse.

OR

2. Submit Authorization Request to HPSM.



## CONTACT US:

- **Bridges to Wellness Message line: 650 573 4799**
- Sandra Kiapi, Health Services Manager I,  
[skiapi@smcgov.org](mailto:skiapi@smcgov.org)
- Cynthia Dresner, Ambulatory Care Nurse,  
[cdresner@smcgov.org](mailto:cdresner@smcgov.org)



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COUNTY HEALTH**

All together better.

Minutes

FIELD  
**MEDICINE**

2016 - 2022

Christopher King, RN MS NP

Mayela Perez, RN PHN

# Public Health Policy & Planning: Street & Field Medicine Team

- Founded in January 2016
- Target populations:
  - People experiencing chronic street homelessness throughout San Mateo County

Farmworkers and their adult family members living on the south coast/Pescadero area in San Mateo County



# Field Medicine



“The hands that feed us are often invisible hands, hands of people who work in the shadows of a multibillion-dollar industry enjoying its rewards.”

# What is Field Medicine?



Taking comprehensive medical care directly to farmworker populations where they live, eat and work.



# Why Field Medicine?

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- Most undocumented immigrants are ineligible for Medical
- Many undocumented immigrants do not qualify for county ACE program
- Cost-prohibitive employer-sponsored plans (high deductibles)
- Lack of transportation
- Poor cell phone connectivity on the South Coast
- Work long hours and reluctance to take time-off for medical appointments
- Unique traditional health beliefs & practices

# Field Medicine Strategies

- Repeated engagement
- Building Trust
- Front-loading care
- Community partners
- Different boundaries
- Intensive care coordination
- Caring about them until they can themselves



# Services Provided

- Complete physical exams
- Laboratory studies
- Medication formulary
- Vaccinations
- Wound care
- Portable nebulizer treatment
- Ear lavage
- Alcohol and substance use treatment
- Comprehensive case management
- Provision of cold weather supplies



# Equipment



# OUR TEAM

Isamar Segundo, MSA

Mayela Perez, RN PHN

Marissa Pfohl, NP

Christopher King, NP

Frank Trinh, MD



# Field Medicine Schedule

## **MONDAYS**

8am – 6pm

PHN outreach to farmworkers providing comprehensive case management and nursing support

## **TUESDAYS**

8am – 6pm

PHN outreach to farmworkers providing comprehensive case management and nursing support

## **WEDNESDAYS**

11am – 8pm

NP/MD, PHN, MSA for scheduled or urgent medical evaluation and treatment

## **THURSDAYS**

8am – 6pm

PHN outreach to farmworkers providing comprehensive case management and nursing support



# Community Partners



PUENTE

Puente de la Costa Sur- Pescadero, CA

# Community Partners

**PUENTE**

2019 Community Impact Award  
2022 Active Community Hero Award





# COVID-19

- Testing events
- Vaccination clinics onsite at encampments and at farms
- Farm visit COVID education sessions



CLIMATE ONLINE  
REDWOOD CITY



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**Over 44 percent of San Mateo County adults have received at least one COVID vaccine dose**

*Published on April 1, 2021 — in Community — Staff*

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**A**s of March 25, nearly 284,000 people in San Mateo County, or 44.2 percent of residents ages 16 and older, received at least one dose of COVID-19 vaccine and nearly half of them – about 135,000 – are fully vaccinated, San Mateo County Health said Thursday. That totals 412,160 doses administered by public and private providers.

Just over 80 percent of those ages 65 and older, and nearly 85 percent of those 75 and older, have received at least one dose since vaccinations became available in December, health officials said.









QUESTIONS?



**TAB 2**

**COVID-19 Emergency**

**Continuation**

## 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

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**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 3**

**Quality Improvement/  
Quality Assurance  
Memo**



DATE: November 10th, 2022

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

SUBJECT: QI/QA COMMITTEE REPORT

The San Mateo County HCH/FH Program QI/QA Committee last met on September 22<sup>nd</sup>, 2022.

- **ACTIVATE Pilot**

- Coastside Hope and San Mateo Medical Center Coastside Clinic volunteered to participate in information gathering process with Mitre.

- **Telehealth at Maple Street**

- It's unclear what will happen with the Navigation Center opening in 2023 and the closure of Maple Street Shelter.
- Committee recommended requesting the equipment be transferred to the Navigation Center and approach BHRS to see if they are interested in using the equipment as an access point for visits. Maple Street Shelter staff confirmed that the telehealth equipment will be transferred to the Navigation Center when it opens.

- **Clinical Quality Metric Review for 2022 Quarter 2 (January – June)**

- Third quarter clinical quality metrics data is not yet available.

- **Clinical Services Coordinator**

- Frank Trinh covering several essential duties of Clinical Services Coordinator until recruitment process for position is complete.

**TAB 4**

**Contracts and**

**MOUs Memo**



**DATE:** November 10<sup>th</sup>, 2022

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

**FROM:** Meron Asfaw, Community Program Coordinator

**SUBJECT:** Contracts & MOUs Update

HCH/FH has several contracts and MOUs with County departments and community-based organizations to provide primary care services for people experiencing homelessness and farmworkers and their dependents. Below is a description of each contractor's status update for October 2022.

**Abode Services:**

HCH/FH met with Abode this month and discussed ways to meet the target client number. HCH/FH and Abode discussed that 80% of newly housed individuals might be existing Abode clients, and 20% will be new clients referred to Abode. Abode plans to provide staff development training for the case manager to enhance patient engagement skills. Abode's case manager prepared a folder for the shelters and referral agencies to increase medical care coordination program referrals.

**Ayudando Latinos a Soñar (ALAS):**

HCH/FH met with ALAS this month to check the program's progress. ALAS is conducting on-farm health education sessions on weight management and nutrition. ALAS requested HCH/FH to provide health education materials that the promoters will utilize to demonstrate to the patients. HCH/FH will purchase educational materials.

**Behavioral Health & Recovery Services (BHRS):**

- **HCH:** No update
- **HEAL:** No update
- **EI-Centro:** When HCH/FH conducted a site visit on August 22/2022, EI-Centro discussed how the substance use disorder (SUD) case manager could collaborate with ALAS and neighboring agencies to increase farmworker patient enrollment. BHRS, EI-Centro, ALAS, and HCH/FH met this month and discussed how EI-Centro could collaborate with ALAS to provide a substance use disorder case manager to the farmworker at the coast. EI-Centro's SUD case manager will be stationed at the ALAS office twice weekly to engage with farm workers.

**Public Health Policy & Planning (PHPP):** HCH/FH organized a learning meeting between BHRS and PHPP which will allow a collaboration between the Street medicine team and HEAL/HCH team

- **Street and Field Medicine:** Field medicine is expanding services at Halfmoon Bay. HCH/FH was able to fund this effort through ARP funding. Field medicine is partnering with ALAS to engage with the farmworkers in the North Coast region.
- **Mobile clinic:** HCH/FH conducted a site visit on October 27/2022 at the new San Mateo location.



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

San Mateo Medical Center  
222 W. 39th Avenue  
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650-573-2222 T  
[www.sanmateomedicalcenter.org](http://www.sanmateomedicalcenter.org)  
[www.facebook.com/smchealth](https://www.facebook.com/smchealth)

**Puente:** No update

**LifeMoves:**

HCH/FH met with LifeMoves and discussed program updates. LifeMoves mentioned that the referral process and coordination between Mental Health Primary Clinic (MHPC) and LifeMoves has been great. The team noted that MHPC does not accept pediatric appointments. HCH/FH staff will meet with the clinic manager to request an appointment slot for homeless individuals seeking healthcare for their children.

**Saturday Dental Clinic at Coastside Clinic:** No update

**Sonrisas:**

The Sonrisas agreement to provide weekly dental services in Pescadero will end in December 2022. Supervisor Don Horsley is allocating Measure K funding to Sonrisas to continue providing services in Pescadero. HCH/FH is working with Don Horsley's office to coordinate this effort.

**TAB 5**

**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: November 10, 2022

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 13, 2022, Co-Applicant Board meeting:

As the Board is aware, Sofia Recalde resigned from her position with HCH/FH to take a position with LafCo. After completing the recruiting process, we are pleased to announce that we have hired a new Management Analyst. Gozel Kulieva came on board this past Monday and is rapidly getting up to speed. Gozel comes with experience with the San Francisco Health Care for the Homeless Consortium and St. Anthony's Medical Clinic's HCH Program, a part of the SF Consortium of HCH Programs. We are thrilled to have found someone with experience with HRSA homeless grant programs and are looking forward to bringing her up to speed on all things San Mateo County HCH/FH.

Last week we screened the initial set of applications for the HCH/FH Clinical Services Coordinator position and are currently in the midst of interviewing the seven candidates identified through the screening. We are hopeful of finding another great individual to fill the roll for us and to get back to being fully staffed – hopefully by some time in December.

We have been informed that Supervisor Horsley will be allocating some Measure K District Discretionary funds to Sonrisas in support of their services to the farmworker community in Pescadero. We are working with the Supervisor's staff to ensure coordination with our similar contract with Sonrisas.

HCH/FH Program supported and attended the SMC Year of Ending Homelessness Summit last Friday. It focused on ways of coordinating activities into an 'Action Year' in 2023. We will share the Report from the Conference with the Board when it is released.

Seven Day Update

ATTACHED:

- Program Calendar



## 2022 Calendar - County of San Mateo Health Care for the Homeless & Farmworker Health (HCH/FH) Program

**Board meetings are on the 2<sup>nd</sup> Thursday of the Month 9am-11am and are conducted virtually.  
Finance Sub-Committee Meets every month prior to the Main Board Meeting.**

MONTH	ADDITIONAL EVENTS HAPPENING THIS MONTH
<i>January</i>	<ul style="list-style-type: none"> <li>• <i>Board's 1<sup>st</sup> Meeting of the year!</i></li> <li>• <i>Needs Assessment Advisory Group Inaugural Meeting (Date TBD)</i></li> <li>• <i>Board self-evaluation survey administered</i></li> </ul>
<i>February</i>	<ul style="list-style-type: none"> <li>• <i>Initial UDS Submission – February 15, 2022</i></li> <li>• <i>2022 National Conference on Ending Unsheltered Homelessness, February 16-18 (<a href="#">link</a>)</i></li> </ul>
<i>March</i>	<ul style="list-style-type: none"> <li>• <i>Final UDS Submission due March 31, 2022</i></li> <li>• <i>Q1 Provider Collaborative Quarterly Meeting, March 15</i></li> <li>• <i>QI/QA Quarterly Subcommittee Meeting (Date TBD)</i></li> </ul>
<i>April</i>	<ul style="list-style-type: none"> <li>• <i>Strategic Planning Subcommittee, March 28th</i></li> <li>• <i>2022 Western Forum for Migrant and Community Health, April 11-13, Portland, OR, <a href="https://www.nwrpca.org/page/westernforum">https://www.nwrpca.org/page/westernforum</a></i></li> </ul>
<i>May</i>	<ul style="list-style-type: none"> <li>• <i>National Health Care for the Homeless Conference and Policy Symposium, May 10-13, Seattle WA, <a href="https://nhchc.org/trainings/conferences/">https://nhchc.org/trainings/conferences/</a></i></li> </ul>
June	
July	
August	<ul style="list-style-type: none"> <li>• Q3 Provider Collaborative Quarterly Meeting (August 23/2022)</li> </ul>
September	<ul style="list-style-type: none"> <li>• Strategic Planning Subcommittee (Date TBD)</li> <li>• International Street Medicine Symposium (September 22-24), Toronto, Canada, <a href="https://www.streetmedicine.org/isms-18-registration">https://www.streetmedicine.org/isms-18-registration</a></li> </ul>
October	<ul style="list-style-type: none"> <li>• One Year of Working Together to End Homelessness Summit (Oct 28/2022)</li> </ul>
<b>November</b>	<ul style="list-style-type: none"> <li>• Board Chair/Vice Chair Election</li> </ul>
<b>December</b>	

BOARD ANNUAL CALENDAR	
<u>Project</u>	<u>Timeframe</u>
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	November/December
Program Director Annual Review	Fall/Spring
Sliding Fee Discount Scale (SFDS)	Spring
Strategic Plan Target Overview	December

**TAB 6**

**Budget and Finance**

**Report**



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

DATE: November 10, 2022

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 the month total about \$172,372, putting our year-to-date expenditures at approximately \$2,025,527. This is in line with our typical expenditures for the year. We now project estimated expenditure just under \$3,000,000 in claimable expenditures for the year.

This projection leaves us with right around \$654,000 unexpended funding when compared to our total funds for the year. This is in line with the planned spend-down of the carryover funds balance.

Total Expenditures as Drawdown from HRSA through 09/30/22:

Salaries	511,522		
Benefits	183,202	Total Personnel	\$694,724
Computer & Software	13,860		
Memberships	500		
Vehicle	3,525		
Mgmt. Consultant	10,365		
Travel, Conference, etc.	2,822		
Miscellaneous	1,171	Total Office Operations	\$ 32,243
Mobile Van, S&F Medicine``	412,500		
BHRS	109,000		
Sonrisas Dental Contract	50,630		
Coastside Clinic Saturday Dental	16,472		
Community Partners	682,183	Total Service Agreements	\$1,270,785

Total Grant Drawdown ¾ of Grant Year 2022 \$ 2,163,948

Attachment:

- GY 2022 Summary Grant Expenditure Report Through 10/31/22



GRANT YEAR 2022

October \$\$

Details for budget estimates	Budgeted [SF-424]		To Date (10/31/22)	Projection for end of year	Projected for GY 2023
<b>EXPENDITURES</b>					
<u>Salaries</u>					
Director, Program Coordinator Management Analyst ,Medical Director new position, misc. OT, other, etc.	604,532	42,693	552,426	675,000	721,000
<u>Benefits</u>					
Director, Program Coordinator Management Analyst ,Medical Director new position, misc. OT, other, etc.	178,640	13,283	196,320	230,000	270,000
<u>Travel</u>					
National Conferences (2500*8)	4,000		2,623	5,000	15,000
Regional Conferences (1000*5)	2,000			2,000	5,000
Local Travel	500			100	1,500
Taxis	250			400	1,000
Van & vehicle usage	250			500	1,500
	7,000		2,623	8,000	24,000
<u>Supplies</u>					
Office Supplies, misc. Small Funding Requests	3,960	30	3,408	5,000	10,000
	3,960		3,408	5,000	10,000
<u>Contractual</u>					
2021 Contracts			30,375		
2021 MOUs					
Current 2022 MOUs	1,245,000	30,552	475,590	1,200,000	1,100,000
Current 2022 contracts	795,000	76,518	739,892	780,000	1,000,000
---unallocated---/other contracts					
	2,040,000		1,245,857	1,980,000	2,100,000
<u>Other</u>					
Consultants/grant writer	17,000	8,525	8,525	10,000	20,000
IT/Telcom	4,200	771	15,625	28,000	30,000
New Automation				0	-
Memberships	1,500		500	2,500	5,000
Training	1,800			15,000	20,000
Misc			243	500	500
	24,500		24,893	56,000	75,500
<b>TOTAL</b>	<b>2,858,632</b>	<b>172,372</b>	<b>2,025,527</b>	<b>2,954,000</b>	<b>3,200,500</b>
<b>GRANT REVENUE</b>					
Available Base Grant	2,858,632		2,858,632	2,858,632	2,858,632
Carryover	749,838		749,838	749,838	
Available Expanded Services Awards **					654,470 carryover
HCH/FH PROGRAM TOTAL	3,608,470		3,608,470	3,608,470	3,513,102
<b>BALANCE</b>	<b>749,838</b>	<b>Available</b>	<b>1,582,943</b> Current Estimate	<b>654,470</b> Projected	<b>312,602</b>  based on est. grant of \$2,858,632
<u>Non-Grant Expenditures</u>					
Salary Overage	13,750	950	7,200	12,000	20,000
Health Coverage	57,000	3,889	33,207	48,000	62,000
base grant prep	-				
food	2,500			750	1,500
incentives/gift cards	1,000				1,500
	74,250	4,839	40,407	60,750	85,000
<b>TOTAL EXPENDITURES</b>	<b>2,932,882</b>	<b>177,211</b>	<b>2,065,934</b>	<b>3,014,750</b>	<b>NEXT YEAR 3,285,500</b>