

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

Co-Applicant Board Meeting Agenda

San Mateo Medical Center | 222 W. 39th Ave. 2nd Floor (Classroom 2) San Mateo

February 13, 2020; 9:00 - 11:00am

AGENDA	SPEAKER(S)	TAB	TIME
A. CALL TO ORDER	Brian Greenberg		9:00am
a. Perform Oath for new Board member	Andrea Donahue		
B. CHANGES TO ORDER OF AGENDA			9:10am
C. PUBLIC COMMENT			9:15am
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. CONSUMER INPUT			
a. Update on local policies and other advocacy items	Suzanne Moore		9:16am
b. ALAS Latino Cultural Arts Program	Belinda Arriaga		
E. CLOSED SESSION			
a. No closed session			
F. CONSENT AGENDA			
1. Meeting minutes from January 9, 2019	Linda Nguyen	Tab 1	9:50am
2. Travel requests- Western Migrant Conf. & National Health Care for the Homeless conf.	Sofia Recalde		
G. BUSINESS AGENDA			
1. Move May Board meeting	Jim/Linda	Tab 2	9:52am
a. Request to move May Board meeting to 5/7/2020			
H. REPORTING AGENDA			
1. QI report	Frank/Danielle	Tab 3	9:55am
2. Q4 2019 Contractor Financial Report	Sofia Recalde	Tab 4	10:05am
3. Finance Report	Finance Subcommittee/Jim	Tab 5	10:20am
4. HCH/FH Program Director's Report	Jim Beaumont	Tab 6	10:25am
I. BOARD PRESENTATIONS AND DISCUSSIONS			
1. Strategic Plan	Irene Pasma	Tab 7	10:35am
a. Update from Subcommittee meeting: shared perspective on HCH/FH and SMC Health Roles			
J. BOARD COMMUNICATIONS AND ANNOUNCEMENTS			
Communications and Announcements are brief items from members of the Board regarding upcoming events in the community and correspondence that they have received. They are informational in nature and no action will be taken on these items at this meeting. A total of five minutes is allotted to this item. If there are additional communications and announcements, the Chairperson may choose to defer them to a second agenda item added at the end of the Board Meeting.			
1. Future meetings – every 2 nd Thursday of the month (unless otherwise stated)			
a. Next Regular Meeting March 12, 2020; 9:00AM – 11:00AM at SMMC San Mateo			
K. ADJOURNMENT			11:00am

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) 573-2966 in order to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. The HCH/FH Co-Applicant Board regular meeting documents are posted at least 72 hours prior to the meeting and are accessible online at: <http://www.sanmateomedicalcenter.org/content/Co-ApplicantBoard.htm>.

TAB 1

**Consent Agenda:
Meeting Minutes
Travel Requests**

**9:H9:06healthcare for the Homeless/Farmworker Health Program (Program)
Co-Applicant Board Meeting Minutes (January 9, 2020)
San Mateo Medical Center**

Co-Applicant Board Members Present

Brian Greenberg
Tayischa Deldridge
Suzanne Moore
Eric DeBode
Robert Anderson
Steven Kraft
Mother Champion
Shanna Hughes
Jim Beaumont, HCH/FH Program Director (Ex-Officio)

County Staff Present

Frank Trinh, Program Medical Director
Linda Nguyen, Program Coordinator
Irene Pasma, Program Implementation Coordinator
Danielle Hull, Clinical Coordinator
Sofia Recalde, Management Analyst
Andrea Donahue, County Counsel's Office
Melissa Rombaoa, SMMC- PCMH Manager

Members of the Public

Absent: Christian Hansen, Victoria Sanchez De Alba

ITEM	DISCUSSION/RECOMMENDATION	ACTION
Call To Order	Brian Greenberg called the meeting to order at <u>9:06</u> A.M. Everyone present introduced themselves.	
Changes to Order	Program Director, Jim Beaumont moved to add to Agenda the discussion of Kaiser Permanente Community Benefit 2020 Grant funding Opportunity, as the announcement became public the day before meeting 1/8/20.	Request to add discussion of Kaiser grant opportunity to agenda <u>MOVED</u> by Brian <u>SECONDED</u> by Robert, and <u>APPROVED</u> by all Board members present.
Regular Agenda Public Comment	No Public Comment at this meeting.	
<u>Consumer Input</u> Local policies- Suzanne Moore	Suzanne Moore reported on local meetings and efforts on community advocacy: <ul style="list-style-type: none"> • <u>Mountain View</u> residents are putting together a referendum opposing the city of Mountain View's oversize vehicle ban. • <u>Redwood City</u> is reaching out to homeless residents with local waste dump vouchers and considering city lots for a Safe Car Parking program. • <u>Get Healthy San Mateo</u> identified healthy housing as one of their four priorities for the County. • <u>Pacifica City Council</u> is seeking a ban on oversize vehicles with a second reading on 1/26/2020, with ordinance scheduled to go into effect on 3/31/2020. • <u>Pacifica homeless task force</u> has identified four homeless solution models: mobile waste disposal service, rotational shelters, long term models, and parking permits. 	

No closed session-		
Regular Agenda Consent Agenda Meeting minutes Travel requests	All items on Consent Agenda (meeting minutes from Dec 12, 2019 and travel requests) were approved. Please refer to TAB 1	Consent Agenda was <u>MOVED</u> by Steven K. <u>SECONDED</u> by Suzanne, and APPROVED by all Board members present.
<u>Business Agenda:</u> Request to amend Bylaws on Committees Discussion on Strategic Plan sub-committee	In accordance with the Board’s bylaws, “These Bylaws may be amended at any meeting of the Board at which a quorum is present upon agreement by two-thirds (2/3) of those present and voting. At least fourteen (14) days written notice must be given to each member of the Board of the intention to alter, amend, or adopt new Bylaws at such meetings, and such notice must include the text of the proposed alteration, amendment, or substitution.” In consideration of making the formation and utilization of committees by the Board as functional as possible and to ensure compliance with the State of California’s Brown Act, and an amendment to the Board’s bylaws, Article 14 – Committees is proposed. As demonstrated in the attachments to this request, Board members were notified December 23, 2019 by email of the intent to amend the bylaws and including the text of the amendment, thereby complying with the bylaws 14-day requirement. The primary intent of the amendment is to simplify and clarify the process and authority of Board Committees and remove unnecessary language that may have constrained the Board in forming committees. Action item: Request to amend Bylaws on Committees Discussion on the next steps of holding three meetings that will include County Health staff as well as four board members. Staff to email out details of meeting. Please refer to TAB 2	Request to amend Bylaws on Committees <u>MOVED</u> by Steve K <u>SECONDED</u> by Robert, and APPROVED by all Board members present.
<u>Business Agenda:</u> Request to approve board members	The Board Composition Committee has interviewed a candidate it wishes to present to the Board. Summaries of Board Composition Committee evaluation and recommendation for each candidate accompany this TAB. This request is for the approval of new Board members to enlarge the knowledge and expertise available to the Board for its review and planning duties. Board Recruitment/membership committee members interviewed Michael Hollingshead on December 9, 2019. Michael has worked extensively with homeless and mental health clients and generally cares about people in need. He graduated from San Jose State University with a degree in Social Work and worked for the first two years with children with Mental Illness in San Francisco's Mission District. Later on, in his career Michael worked at Urban Ministry in Palo Alto and Meramonte Mental Health. He currently is a Baptist minister and has a teaching credential. Action item: Request to approve board members Please refer to TAB 3	Request to approve board members <u>MOVED</u> by Robert <u>SECONDED</u> by Tay, and APPROVED by all Board members present.

<p><u>Business Agenda:</u> Discussion on Kaiser Permanente Community Benefit 2020 Grant funding Opportunity</p>	<p>Program Director reported on the funding opportunity: Kaiser Permanente in San Mateo County announced its annual funding opportunity for grants to improve community health in 2020-21. Direct-service organizations addressing San Mateo's priority health needs through the specific strategies and expected outcomes listed will be considered for funding through this competitive solicitation.</p> <ul style="list-style-type: none"> • Grant Award Range: \$10,000 to \$40,000 • Grant Funding Opportunity announced- Wednesday, January 8, 2020 • Application due: Monday, February 3, 2020 • <p>Program Director inquired if this was something the Board would want staff to pursue for funding, as the deadline to do so is approaching (February 3, 2020). There was a discussion on whether it is appropriate or worth program staff time to apply for such a small grant amount, also considering the program does not provide direct services and would have to contract out with another entity to provide services that program would propose if the program applied.</p> <p>Other Board members were interested in the funding for their own organizations or to forward to others that provide direct services.</p>	<p>Staff- forward email announcement to board members.</p>
<p><u>Reporting Agenda:</u> QI Committee Report</p>	<p>The San Mateo County HCH/FH Program QI Committee met on December 19th. Below are quality improvement updates:</p> <ul style="list-style-type: none"> • <u>Training recap</u>- Outreach training and 2020 Training Brainstorm conducted. • <u>Homeless Cancer prevalence</u>- worked with SMMC Population Health to identify top diagnoses across homeless and farmworker patient populations. Breast and colorectal cancer were noted to be frequent diagnoses for homeless patients. • <u>QI Annual Plan Review</u> - The QI/QA Committee reviewed accomplishments from the past year, annual data and national rankings, and current year progress for clinical measures of focus. <p><i>Please refer to TAB 4 on the Board meeting packet.</i></p>	
<p><u>Reporting Agenda:</u> HCH/FH Program Budget & Financial Report</p>	<p>The HCH/FH Program preliminary final grant expenditures for the 2019 Grant Year (GY) is \$2,585,936. The preliminary value includes the expectation on successful completion of all submitted payment requests. Based on this expectation, we are estimating our unexpended grant funds for GY 2019 to be \$62,500.</p> <p>Next year's projection currently shows an estimated total expenditure of \$2,980,600 against all program grants (base, SUD-MH & IBHS) totaling \$2,942,049. This would create an over-expenditure of (\$38,551). However, this would anticipate full expenditure of every contract/MOU, which is highly unlikely.</p> <p><i>Please refer to TAB 5 on the Board meeting packet.</i></p>	

<p><u>Reporting Agenda:</u></p> <p>HCH/FH Program Directors report</p>	<p>We continue with the Strategic Planning effort as our primary focus, and we will begin the Uniform Data System (UDS) reporting process here early in January. Program has also been working to make sure all appropriate payments are completed by the close of business for December 31, 2019, to ensure that as much of the grant as possible is expended. As previously noted for the Board, San Mateo County Health is in the process of identifying and implementing a new Electronic Health Record System (EHR 2.0) to replace the amalgamation of various current systems and provide a singular record of care for clients/patients across the entire SMC Health environment. Two proposals have been advanced and will be each providing two-day demonstrations on Tuesday & Wednesday, January 7 & 8 and January 14 & 15. I will be attending the demonstrations to assess each vendor's system's benefit to the HCH/FH Program.</p> <p><u>7-day report:</u> Discussion on moving the May board meeting a week early (5/7/2020), because it conflicts with the National Health Care for Homeless conference.</p> <p><i>Please refer to TAB 6 on the Board meeting packet.</i></p>	<p>Agendize moving May meeting up a week for February board meeting.</p>
<p><u>Board Presentation/ Discussions</u></p> <p>Evaluating Quarter three goals and activities -progress report</p>	<p>The Board is required to evaluate the program's goals and activities as a compliance measure and staff reports progress at least quarterly on services provided and progress on as part of this requirement. The Program has contracts with seven community-based providers, plus two County-based programs for the 2019 grant year. Contracts are for primary care services, dental care services, and enabling services such as care coordination and eligibility assistance. Staff discussed data, performance and trends through the third quarter from contractors. There was a discussion on the level of services provided, progress of annual goals, as well as overall performance of contractors.</p> <p><i>Please refer to TAB 7 on the Board meeting packet.</i></p>	
<p><u>Board Presentation/ Discussions</u></p> <p>Strategic Plan</p>	<p>Staff reviewed and discussed the remaining Strategic Plan brain storming sessions attended by Board Members and subject matter experts: 1) Street Field Medicine/Mobile Clinic, 2) Collaboration with Corrections/Law Enforcement, and 3) San Mateo Medical Center clinics.</p> <p><i>Please refer to TAB 7 on the Board meeting packet.</i></p>	
<p>Adjournment</p>	<p>Time <u>11am</u></p>	<p>Brian Greenberg</p>



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

DATE: February 13, 2020
TO: Co-Applicant Board, San Mateo County Health Care for the Homeless/Farmworker Health (HCH/FH) Program
FROM: Sofia Recalde, HCH/FH Management Analyst
SUBJECT: TRAVEL REQUESTS FOR THE WESTERN FORUM FOR MIGRANT AND COMMUNITY HEALTH

HCH/FH Co-Applicant Board Policy on travel reimbursement for non-board/non-staff members (effective 3/10/2016) states that:

For national and regional events outside of California, the Board may choose to consider the equivalent of full travel reimbursement of up to one (1) individuals, and

If more individuals than noted above express interest for support and reimbursement, the Board shall consider the overall benefit to the program, consumer status, additional support being provided by non-program funds, other similar support having been previously provided to the individual or their employer, agency or others, availability of program funds and any other criteria the Board may deem as appropriate.

HCH/FH staff received travel requests from BHRS staff, to attend the upcoming Western Migrant Conference, in Sacramento (February 19-21, 2020)

Agency	Name	Position/Role	request (ex: registration)	Request amount
BHRS	Kent Raphael Halpern	Marriage & Family Therapist	Reg fee: \$350, Mileage: \$124, Hotel: \$600, Meals: \$206, Misc: \$100	\$1,281.00
BHRS	Karimar Santiago	Marriage & Family Therapist	Reg fee: \$350, Mileage: \$172.50 Hotel: \$600, Meals: \$206, Misc: \$100	\$1,329.50

The total amount of this travel request is \$2,610.50.

Attachment:

- Kent Raphael Halpern travel request
- Karimar Santiago travel request





**COUNTY OF SAN MATEO
HEALTH SYSTEM**

TRAVEL REQUEST

This is a *pre-approval* for an employee traveling out-of-the county requiring an overnight stay (except for employees of Environmental Health as this form is also used to track training hours in LMS) and will also be used to confirm your reimbursement expenses are accurate after your travel. It requires approval at least 7 days prior to travel to receive expense reimbursement or use work hours.

Name	Kent Raphael Halpern						
Date of Request	1/30/3030	Org Name	HCH/FH	Org Number	68120	JL Coding, if known	

Event specifics:

Name of the Event	Western Forum for Migrant and Community Health	Training Hours		# Training Hours	
Date(s)	2/19-2/21/2020	CEUs		# CEUs	
Location	Sacramento, CA	Work Hours Claimed		Job Code, if applicable	
		Work Hours Claimed, outside of 001 time		Job Code, if applicable	

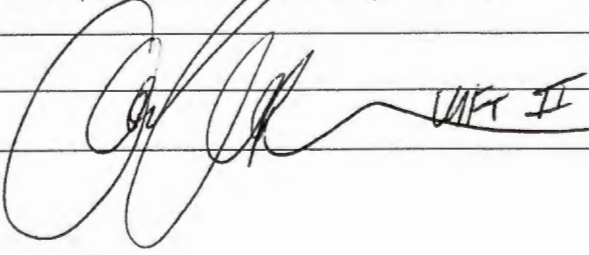
To assist and educate clinic leaders in changes and experiences as we move forward in becoming a Patient Centered Medical Home and assist with accreditation.

Cost Request Specifics:

Cost Category	Description	Rate*	Published CONUS Rates for Area	Amount*	Estimated vs. Actual	Pre-paid by county
Mileage / Airfare	216 miles	.575		124.00	Estimate	
Hotel	#Nights 2	300		600	Estimate	
Conference Fee				350	Actual	
Meals	#Breakfast 0				Estimate	Choose an item.
	#Lunch 3	17		51	Estimate	
	#Dinner 2	28		56	Estimate	
Misc (if any)	Parking, ground transport, tolls			100	Estimate	
Misc (if any)					Choose an	Choose an item.
Total Estimated/Confirmed Costs				1281		

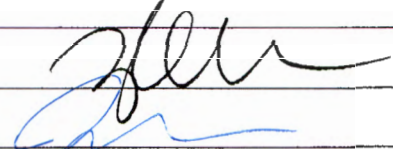
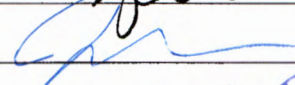
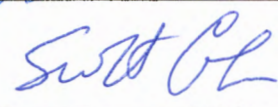
*Include an estimate of the costs. For meals rates, if costs are unknown use the maximum allowable rate listed per meal on the CONUS site (<http://www.gsa.gov/portal/content/104877>) for the area that you will be traveling to.

General Comment/Additional Notes/Specific regarding request (If cost estimate is higher than CONUS rate – please explain.) —e.g. use of work time, cost requirements, other logistical needs
Hotel rates based on the conference venue (Grand Sheraton Sacramento) hotel rates

Employee		DATE
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Approvals:

Program Manager is confirming the business need for the travel and within the program's budget. Financial Services Manager is also reviewing for budget availability.

Program Manager		Date	1/30/2020
Financial Manager		Date	1/31/2020
Division Director (Required for all meals and out-of-County travel)		Date	1-31-2020

After all signatures: Employee keeps original to be submitted with Request for Reimbursement after travel, copy goes to the Supervisor and Accounting.



**COUNTY OF SAN MATEO
HEALTH SYSTEM**

TRAVEL REQUEST

This is a *pre-approval* for an employee traveling out-of-the county requiring an overnight stay (except for employees of Environmental Health as this form is also used to track training hours in LMS) and will also be used to confirm your reimbursement expenses are accurate after your travel. It requires approval at least 7 days prior to travel to receive expense reimbursement or use work hours.

Name	Karimar Santiago						
Date of Request	1/30/2020	Org Name	HCH/FH	Org Number	68120	JL Coding, if known	

Event specifics:

Name of the Event	Western Forum for Migrant and Community Health	Training Hours		# Training Hours	
Date(s)	2/19-2/21/2020	CEUs		# CEUs	
Location	Sacramento, CA	Work Hours Claimed		Job Code, if applicable	
		Work Hours Claimed, outside of 001 time		Job Code, if applicable	

To assist and educate clinic leaders in changes and experiences as we move forward in becoming a Patient Centered Medical Home and assist with accreditation.

Cost Request Specifics:

Cost Category	Description	Rate*	Published CONUS Rates for Area	Amount*	Estimated vs. Actual	Pre-paid by county
Mileage / Airfare	<u>300</u> miles	.575		<u>172.50</u>	Estimate	
Hotel	#Nights: 2	300		600	Estimate	
Conference Fee				350	Actual	
Meals	#Breakfast: 0				Estimate	Choose an item.
	#Lunch: 3	17		51	Estimate	
	#Dinner: 2	28		56	Estimate	
Misc (if any)	Parking, ground transport, tolls			100	Estimate	
Misc (if any)					Choose an	Choose an item.
Total Estimated/Confirmed Costs				<u>1329.50</u>		

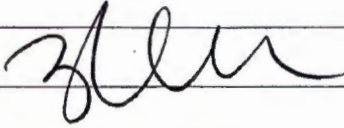
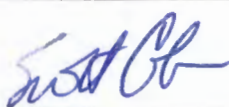
*Include an estimate of the costs. For meals rates, if costs are unknown use the maximum allowable rate listed per meal on the CONUS site (<http://www.gsa.gov/portal/content/104877>) for the area that you will be traveling to.

General Comment/Additional Notes/Specific regarding request (If cost estimate is higher than CONUS rate – please explain.) —e.g. use of work time, cost requirements, other logistical needs
Hotel rates based on the conference venue (Grand Sheraton Sacramento) hotel rates

Employee Karimar Santiago 000055679		Date 1-30-20
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Approvals:

Program Manager is confirming the business need for the travel and within the program's budget. Financial Services Manager is also reviewing for budget availability.

Program Manager		Date	1/30/2020
Financial Manager		Date	Click here to enter a date.
Division Director (Required for all meals and out-of-County travel)		Date	1-30-2020 Click here to enter a date.

After all signatures: Employee keeps original to be submitted with Request for Reimbursement after travel, copy goes to the Supervisor and Accounting.

TAB 2

Request to Move May Board meeting



SAN MATEO COUNTY HEALTH
SAN MATEO
MEDICAL CENTER

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

DATE: February 13, 2020

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

FROM: Linda Nguyen, Program Coordinator
HCH/FH Program

SUBJECT: REQUEST TO MOVE MAY CO-APPLICANT BOARD MEETING

Currently Board meetings occur on the 2nd Thursday of the month and the May Board Co-Applicant Board meeting is scheduled for May 14, 2020. This date conflicts with the upcoming National Health Care for the Homeless Council Conference (5/11/20-5/14/20) occurring in Phoenix, AZ and the program expects staff and Board members to be in attendance.

The request is to move the Board meeting a week up to May 7, 2020 to ensure a quorum.

Approval of this item requires a majority vote of the Board members present.



TAB 3
QI Memo



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: February 13, 2020

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

FROM: Frank Trinh, Medical Director HCH/FH Program
Danielle Hull, Clinical Services Coordinator

SUBJECT: QI COMMITTEE REPORT

Currently we are working on the following:

- A summary of Provider interviews that will be discussed as part of the Strategic Plan.
- Calendar of events and training for 2020.
- PSA online training module for onboarding.

For the next meeting QI Committee meeting scheduled February 27, 2020 we will be discussing the next QI Annual Plan.

TAB 4

Q4 2019

Contractor

Financial Report



DATE: February 13, 2020

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

FROM: Sofia Recalde, Management Analyst

SUBJECT: Quarter 4 2019 Financial Report

The Health Care for the Homeless/Farmworker Health (HCH/FH) Program had contracts with seven community-based providers, plus two County-based programs for the 2019 grant year. Contracts are for primary care services, dental care services, and enabling services such as care coordination and eligibility assistance.

The following is a summary of HCH/FH Contractor financial performance from January – December 2019:

CONTRACTOR	CONTRACT AMOUNT	AMOUNT SPENT	% EOY 2019	% EOY 2018
Behavioral Health & Recovery Services	\$90,000	\$51,500	57%	43%
El Centro de Libertad	\$82,500	\$41,700	51%	47%
LifeMoves	\$296,500	\$293,185	99%	93%
Public Health - Mobile Van	\$507,250	\$470,890	93%	95%
Public Health - Street Medicine	\$249,750	\$249,750	100%	84%
Puente de la Costa Sur	\$183,500	\$177,000	96%	100%
Ravenswood - Medical	\$107,100	\$86,904	81%	82%
Ravenswood - Dental	\$54,725	\$48,755	89%	92%
Ravenswood - Enabling	\$97,000	\$58,200	60%	73%
Samaritan House - Safe Harbor	\$81,000	\$76,000	94%	94%
Sonrisas Dental	\$131,675	\$108,775	83%	87%
StarVista	\$180,000	\$142,750	79%	NA
TOTAL	\$2,061,000	\$1,805,409	88%	88%

In 2019, Contractors expended 88% of funds dedicated to contracted services for homeless and farmworker individuals. Although 50% of contracted providers exceeded 90% of their contracted target, several providers experienced challenges (such as staffing disruptions, client hesitation to transfer Medi-Cal to San Mateo County and new contractor start-up challenges) that resulted in a low patient count or lower patient count compared to 2018.

TAB 5

**Budget &
Finance Report**

GRANT YEAR 2020

allocated to
SUD-MH or
IBHS

Details for budget estimates	Budgeted [SF-424]	Jan \$\$	To Date (01/31/20)	Projection for final adds		Projected for GY 2021
EXPENDITURES						
<u>Salaries</u>						
Director, Program Coordinator Management Analyst ,Medical Director new position, misc. OT, other, etc.	601,000	68,306	68,306	619,728		631,050
<u>Benefits</u>						
Director, Program Coordinator Management Analyst ,Medical Director new position, misc. OT, other, etc.	160,000	17,832	17,832	154,500		171,990
<u>Travel</u>						
National Conferences (2500*8)	16,000	2,419	2,419	16,000		25,000
Regional Conferences (1000*5)	5,000			5,000		5,000
Local Travel	1,500			1,500		1,500
Taxis	1,000	238	238	1,000		1,000
Van & vehicle usage	1,000			1,000		2,000
	24,500		2,657	24,500		34,500
<u>Supplies</u>						
Office Supplies, misc.	10,000			10,000		12,000
Small Funding Requests	10,000	28,542	28,542	28,542		12,000
			28,542	38,542		
<u>Contractual</u>						
2018 Contracts		34,532	34,532	67,867		
2018 MOUs		33,145	33,145	23,540		
Current 2019 MOUs	822,000			780,900		872,000
Current 2019 contracts	1,033,250			981,588		1,034,000
ES contracts (SUD-MH)	150,000			142,500	142,500	150,000
---unallocated---/other contracts						
	2,005,250	67,677	67,677	1,996,395		2,056,000
<u>Other</u>						
Consultants/grant writer	30,000			30,000		30,000
IT/Telcom	10,000	117	117	10,000		15,000
New Automation				0		-
Memberships	2,500			2,500		5,000
Training	3,000	60	60	3,000		10,000
Misc	500			500		500
	46,000		177	46,000		60,500
TOTAL	2,846,750	252,868	185,191	2,879,665	142,500	2,966,040
GRANT REVENUE						
Available Base Grant	2,625,049			2,625,049		2,625,049 *2% reduction
Carryover	132,709			132,709		167,000 IBHS
Available Expanded Services Awards **	317,000			317,000		
HCH/FH PROGRAM TOTAL	3,074,758			3,074,758		2,792,049
BALANCE	228,008		PROJECTED AVAILABLE	195,093		(173,991)
	(88,992)		BASE GRANT PROJECTED AVAILABLE	20,593		based on est. grant of \$2,678,621 before reduction
** includes \$150,000 of SUD-MH (allocated) & \$167,000 for IBHS not yet allocated)						
Total special allocation required	\$ 138,446					
<u>Non-Grant Expenditures</u>						
Salary Overage	12500	1442	1,442	12,498		13,750
Health Coverage	57000	3938	3,938	47,256		57,000
base grant prep	-			0		0
food	2500			2,500		1,500
incentives/gift cards	1,000			1,000		1,500
	73,000	5,380	5,380	63,254		73,750
TOTAL EXPENDITURES	2,919,750	258,248	190,571	2,942,919	NEXT YEAR	3,039,790
	BUDGETED	<i>This month</i>	TO DATE	PROJECTED		

TAB 6
Director's Report
Program Calendar



SAN MATEO COUNTY HEALTH

**SAN MATEO
MEDICAL CENTER**

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

DATE: February 13, 2020

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

FROM: Jim Beaumont Director, HCH/FH Program

SUBJECT: DIRECTOR'S REPORT & PROGRAM CALENDAR

Program activity update since the January 09, 2020 Co-Applicant Board meeting:

For the month of January, Program was focused almost completely on the Strategic Planning effort and work on the Uniform Data System Report.

On January 28th Program had the Quarterly Check-In call with our HRSA Project Officer (PO) Kimberly Range. Technical Assistance on our scope issues is still pending. The PO also inquired on any impact we expected from the Governor's policy related to 340B Drug pricing, of which we have begun a review.

On January 28th, Louise Rogers, SMC Health Chief, led a study session with the Board of Supervisors on the current issues with the SMC Health and (particularly San Mateo Medical Center (SMMC) budgets. With expected structural deficits, SMMC has proposed some cuts which will impact our homeless and farmworker populations, including potentially closing the Outpatient Retail Pharmacy at the 39th Ave. campus and ending the delivery of Ophthalmology services. None of this is final until the Board of Supervisors passes the final SMC Health budget in June.

As has been previously reported to the Board, SMC Health is in the midst of soliciting a new Electronic Health Record (EHR) System. The responses to the RFP have been evaluated, demonstrations completed, and the Project Steering Committee has selected a vendor to evaluate. Next, the Executive Steering Committee will receive that recommendation. If they concur, I believe the next step will be going to contract negotiations. While any implementation is still a number of years off, implementation of a new EHR would be of significant benefit to the HCH/FH Program as the RFP included expansive requirements around case management and population health.

Our present plan on adding staff as required by our IBHS supplemental award is currently on hold. The original selected candidate by BHRS is not being hired. We are continuing our discussions with BHRS and PHPP on getting the required staff.

Seven Day Update

ATTACHED:

- Program Calendar



**Health Care for the Homeless & Farmworker Health (HCH/FH) Program
2020 Calendar (Revised February 2020)**

EVENT	DATE	NOTES
<ul style="list-style-type: none"> Board Meeting (February 13, 2020 from 9:00 a.m. to 11:00 a.m.) Initial UDS submission- February 15, 2020 National Alliance to end Homelessness Conference- Oakland (Feb 19-21) Western Forum for Migrant & Community Health Conf -Sacramento (Feb 19-21) QI Meeting 	February	@SMMC
<ul style="list-style-type: none"> Board Meeting (March 12, 2020 from 9:00 a.m. to 11:00 a.m.) Final UDS submission due March 31, 2020 	March	
<ul style="list-style-type: none"> Board Meeting (April 9, 2020 from 9:00 a.m. to 11:00 a.m.) QI Meeting Provider Collaborative meeting California Health + Advocates Day at the Capitol (April 22, 2020) Sacramento 	April	
<ul style="list-style-type: none"> Board Meeting (May 14, 2020 from 9:00 a.m. to 11:00 a.m.) SMMC Audit approval National Health care for homeless conf. in Phoenix Arizona (May 11-14) 	May	
<ul style="list-style-type: none"> Board Meeting (June 11, 2020 from 9:00 a.m. to 11:00 a.m.) QI Meeting 	June	

BOARD ANNUAL CALENDAR	
Project	Deadline
UDS submission- Review	April
SMMC annual audit- approve	April/May
Services/locations (Forms 5A and 5B) -Review	June/July
Budget renewal-Approve	August/sept- Dec/Jan
Annual conflict of interest statement - members sign (also on appointment)	October
Annual QI Plan-Approve	Winter
Board Chair/Vice Chair Elections	Oct-November
Program Director annual review	Fall /Spring
Sliding Fee Scale (FPL)- review/approve	Spring

TAB 7

Board Presentation

Strategic Plan

January 28th HCHF Strategic Subcommittee Meeting Summary

What is SMMC/SMC Health Role in providing care to homeless and farmworker individuals?

1. Provide health care to the safety net population
2. Be able to see all county homeless and farmworker patients
3. Ensure services are non-redundant across Health departments (i.e. PHPP, BHRS, SMMC) and that they are coordinated within the health system. Ideally also coordinated with other county hospitals and community-based organizations (CBOs).
4. We provide **integrated** health care
5. Elevate health issues of patients to higher County level discussions

What is HCH/FH role in providing care to homeless and farmworker individuals?

1. Along with necessary stakeholders, lead the effort to:
 - a. Identify our population volume and our current reach
 - b. Define the population's health needs (and plan for future) and the unique SDOH which impact their care
 - c. Conduct a cost analysis of providing care
 - d. Build a case that we need to create a different scope of service to this population (i.e. their health needs *are* different from general safety net population)
 - e. Ensure services are delivered
 - f. Become embedded in county-wide policy
2. Get farm owners invested in the health of their employees
3. Work with Regional HCH and FW programs
4. Coordinate with and between CBOs providing health/enabling services in the County
5. Help people get ready to receive health care services when their predominant concern is housing and health is not a priority
6. Develop standards of work for SMMC providers
7. Coordinate services to homeless/farmworker population, including sharing all SMC resources and how to access

What are our shared values in delivering care?

1. Housing is healthcare
2. Social determinants of health are a priority
3. Resources need to be allocated appropriately
4. Deliver the best care possible, and utilize medical equipment that allows us to take medicine to the people we are trying to service
5. Meet patients where they are, both geographically and psychologically
6. Institutionalization is typically not the answer
7. Release from institutions is an important intervention point for services
8. Reducing barriers to care – including cost and access issues
9. Collaborate whenever possible, especially on data

Who is missing from this conversation?

Homeless Consumer
Farmworker Consumer
Farm owner
Other SMC hospitals
Human Services Agency
Housing Authority/Department of Housing

Other Themes

The County needs to be a convener on this topic: need to get cities, supervisors, and County Manager involved so we are addressing systemic, upstream issues – these issues must be addressed collectively, it cannot be done piece-meal

Although the homeless population in SMC is smaller than neighboring counties, the amount of resources needed per H/FW patient is just as intensive and expensive in SMC as in other areas.

Desire to know where our biggest “bang for our buck” is so that we are efficient

Consider having a demonstration project to show a success / be a model for other counties

The most difficult to reach homeless individuals have mental health/substance use disorder which must be first addressed