



**Alameda Health System Health Care for the Homeless Co-Applicant Board**

**Tuesday November 12, 2019**

**5:30pm-7:30pm**

**Conference Center at Highland Care Pavilion**

1411 East 31<sup>st</sup> Street Oakland, CA 94602

Brenda Chan, Project Assistant

(510) 535-7645

**LOCATION:**

Open Session: HCP Conference Center

**MEMBERS**

Lucia Angel, Chair

Neha Bangar

Bee Franks-Walker

Richard Hervey Jr.

Loretta Medellin

Eric Murphy

Dawn Parrott

Mark Smith

Derrick Soo

Ali Yasin

**NON-VOTING MEMBERS**

Heather MacDonald Fine, Interim Project Director

**CO-APPLICANT BOARD REGULAR MEETING AGENDA**

**THE MEETING WAS CALLED TO ORDER AT 5:34pm**

**ROLL CALL WAS TAKEN AND THE FOLLOWING MEMBERS WERE PRESENT:**

Lucia Angel, Bee Franks-Walker, Richard Hervey Jr., Loretta Medellin, Eric Murphy, Dawn Parrott, Derrick Soo, Neha Bangar and Mark Smith

**ABSENT:** Ali Yasin

A quorum was established.

**A. BOARD CHAIR REPORT**

Lucia Angel, Chair

**B. CONSENT AGENDA: ACTION**

Lucia Angel, Chair

**ACTION:** A motion was made and seconded to approve the minutes of the October 08, 2019 meeting. The motion passed.

**AYES:** Angel, Franks-Walker, Medellin, Soo, Bangar, Parrott, and Murphy

**NAYS:** None

**C. ACTION: Election of Board Vice-Chair**

Alexander Peña, Associate General Counsel

Alexander reminded CAB members that the CAB Bylaws require that nominations for officers (e.g., Board Chair, Vice-Chair, etc.) be made at the regular November meeting. CAB members were also reminded that Officers will be elected annually by a majority vote of CAB members present and voting, as the first order of business at the December meeting. Alexander clarified that Officers will be elected for a term of one year, beginning January 1, 2020, and expiring December 31, 2020.

**ACTION:** The following members nominated themselves for the CAB Vice-Chair position: Neha Bangar, Eric Murphy, and Derrick Soo.

**D. REPORT/DISCUSSION: Ad Hoc Committee Report**

Neha Bangar, Committee Chair

CAB member Bangar reported that the Ad Hoc Committee will interview two candidates for the Medical Director position in the upcoming weeks. The Ad Hoc Committee will thereafter report to the CAB and make recommendations for the most suitable candidate(s) for the Medical Director position.

**E. REPORT/DISCUSSION: Project Director Report**

Heather MacDonald Fine, Interim Project Director

Heather provided an update on Health Center compliance, the Mobile Health Clinic, data and integrated and technology, and leadership and advocacy.

**F. INFORMATION/DISCUSSION: Sub-Recipient Agreement Part 2 Presentation**

Heather MacDonald Fine, Interim Project Director

Heather provided another detailed presentation on the Subrecipient Agreement. During this presentation, Heather presented and discussed the following components of the Subrecipient Agreement: program requirements, needs assessment, required and additional health services, clinical staffing, locations and hours of operations, coverage for medical emergencies during and after hours, continuity of care and hospital admitting, sliding scale fee discount program, quality improvement/risk management, key management staff, contracts and sub awards, conflict of interest, collaborative relationships, collaborative relationships, financial management and accounting systems, billing and collections, health center budget, program monitoring/data reporting, and Health Center governance.

**G. ACTION: APPROVAL OF THE HEALTH CENTER'S SITES AND HOURS OF OPERATION**

Lucia Angel, Chair

Prior to the approval of the Health Center's sites and hours of operation, there was a thorough discussion about the service sites and hours of operation. During this discussion, CAB members were informed and reassured that the Health Center's service sites and hours of operations are responsive to patients' needs. CAB members asked to be informed of any future assessment(s) of the adequacy of the service sites hours of operation. Additionally, CAB members asked to be provided (one month prior to CAB approval of service sites and hours of operation), with feedback with respect to the adequacy of the service sites hours of operation.

**ACTION:** A motion was made and seconded to approve the Health Center's sites (Newark Wellness Center, Hayward Wellness Center, Eastmont Wellness Center, Highland Wellness Center and Mobile Health Clinic and hours of operation. The motion passed.

**AYES:** Angel, Franks-Walker, Medellin, Soo, Bangar, Parrott, Smith, Hervey Jr., and Murphy

**NAYS:** None

**PUBLIC COMMENT-** None


**CO-APPLICANT BOARD MEMBER COMMENTS**

**ADJOURNMENT: 7:32pm**

This is to certify that the foregoing is a true and correct copy of the minutes of the Co-Applicant Board November 12, 2019 meeting as approve December 10, 2019:

  
\_\_\_\_\_  
Brenda Chu Chan  
Project Assistant

APPROVED AS TO FORM:

Review by:   
\_\_\_\_\_  
Alexander Peña  
Associate General Counsel