



## **Alameda Health System Homeless Health Center Co-Applicant Board**

**Tuesday, December 14, 2021**

**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: Telephonic/Electronic Meeting

ZOOM Meeting Link:<sup>1</sup>

<https://alamedahealthsystem.zoom.us/j/99561341091?pwd=ZVlOdmlhGdzEzdldBR25xYWw4TlUUT09>

Meeting ID: 995 6134 1091

Password: 531531

One tap mobile

+14086380968, 92921800868# US (San Jose)

+13462487799, 92921800868# US (Houston)

Dial by your location

+1 408 638 0968 US (San Jose)

+1 346 248 7799 US (San Jose)

+1 312 626 6799 US (Chicago)

+1 646 518 9805 US (New York)

Meeting ID: 929 2180 0868

Find your local number: <https://alamedahealthsystem.zoom.us/u/adukdnEjlv>

### **MEMBERS**

Loretta Medellin, Chair

Neha Bangar, Vice-Chair

Lucia Angel

Bee Franks-Walker

Richard Hervey Jr.

Eric Murphy

Mark Smith

Khalil Tokhey

Ali Yasin

### **NON-VOTING MEMBERS**

Damon Francis, Medical Director

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<sup>1</sup> Access the meeting by clicking the following link: <https://alamedahealthsystem.zoom.us/j/99561341091?pwd=ZVlOdmlhGdzEzdldBR25xYWw4TlUUT09> You will be directed to download the meeting app (free) if you have not used ZOOM previously. ZOOM meetings may be accessed on computers and portable devices.

**SPECIAL NOTE:** Alameda Health System will conduct this meeting in accordance with health and safety guidelines related to COVID-19 by Federal, State, and local authorities, including but not limited to, requiring meeting participants and observers to adhere to “social distance” standards and limits on public gatherings. In addition, the meeting will be conducted in accordance with Governor Newsom’s Executive Order N-29-20 which suspends specific requirements of the Brown Act while directing agencies to use sound discretion and to make reasonable efforts to adhere to the Brown Act as closely as possible.

- Members of the public may participate in the meeting via telephone or logging into the Zoom meeting, per the instructions above.
- There will be no public meeting place associated with this meeting.

### **Public Comment Instructions**

If you wish to address the CAB send an email to [brechu@alamedahealthsystem.org](mailto:brechu@alamedahealthsystem.org) PRIOR TO THE START OF THE MEETING. Your comment will be heard at the appropriate time. During the meeting, public comment requests may be submitted to the ZOOM meeting host but requests must be submitted prior to the beginning of the public speaker time for that item. Each speaker will be allotted between one and three minutes to speak, depending on the number of speakers present.

## **CO-APPLICANT BOARD MINUTES**

**THE MEETING WAS CALLED TO ORDER AT 5:33 pm**

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

Loretta Medellin, Neha Bangar, Lucia Angel, Richard Hervey Jr., Khalil Tokhey, Mark Smith, and Ali Yasin

**ABSENT:** Bee Franks-Walker, and Eric Murphy

A quorum was established.

### **OPEN SESSION**

#### **A. ACTION: Elections Chair and Vice Chair 2022**

Kayla Bowen, Associate General Counsel

Nominations were made in November meeting.

**ACTION:** A motion was made and seconded to elect Loretta Medellin as Chair in the 2022 calendar year. The motion passed.

**AYES:** Loretta Medellin, Neha Bangar, Lucia Angel, Richard Hervey Jr., Khalil Tokhey, and Ali Yasin

**NAYS:** None

**ACTION:** A motion was made and seconded to elect Richard Hervey Jr. as Vice Chair

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in the 2022 calendar year. The motion passed.

**AYES:** Loretta Medellin, Neha Bangar, Lucia Angel, Richard Hervey Jr., Khalil Tokhey, and Ali Yasin

**NAYS:** None

**B. BOARD CHAIR REPORT**

Loretta Medellin, Chair

**C. CONSENT AGENDA: ACTION**

Loretta Medellin, Chair

1. Approval of the Minutes from the November 09, Co-Applicant Board Meeting.
2. Adopt Resolution Authorizing Remote Teleconferencing Meetings pursuant to AB361
3. Approval of 2022 CAB meeting calendar

**ACTION:** A motion was made and seconded to approve the Consent Agenda, which includes approving November 09 meeting minutes, adopt the Resolution Authorizing Remote Teleconferencing Meetings pursuant to AB361, and approve the 2022 CAB meeting calendar. The motion passed.

**AYES:** Loretta Medellin, Neha Bangar, Lucia Angel, Richard Hervey Jr., Khalil Tokhey, and Ali Yasin

**NAYS:** None

**D. REPORT/DISCUSSION: Medical Director Report**

Damon Francis MD, Medical Director

Dr. Damon Francis will share the strategic plan with CAB members via email for approval during January 2022 meeting.

Dr. Francis announced that the Alameda County Healthcare for the Homeless Medical Director, Dr. Tyler Evans, recently resigned. Dr. Francis provides support to Alameda County Health Care for the Homeless Program when they do not have a Medical Director. Board members asked questions and there was a short discussion.

Lastly, Dr. Francis mentioned there are plans to move forward with updating the homeless count on a Tuesday in January. Volunteers are being solicited online. Board member Loretta Medellin asked a question about how the count is done. There is information on the website, and Dr. Francis will share more information on the count.

**E. ACTION/DISCUSSION: Change in Scope Request**

Damon Francis MD, Medical Director

1. Approve Submission of Change in Scope Request to Add the Location Highland OA1 onto HRSA Form 5B.

This is to include the Bridge Clinic on the Homeless Health Center scope. Dr. Francis gave an overview and CAB members asked questions about the Bridge Clinic.

**ACTION:** A motion was made and seconded to approve the Submission of Change in Scope Request. The motion passed.

**AYES:** Loretta Medellin, Neha Bangar, Lucia Angel, Richard Hervey Jr., Khalil Tokhey, and Ali Yasin

**NAYS:** None

**F. REPORT/DISCUSSION: Finance Report**

Kimberly Miranda, CFO

1. Discussion of Single Audit
  - i. John Feneis, Sr. Manager in Insurance Practice, discussed Single Audit and CAB members asked questions.
2. Discussion of Homeless Health Center Capital Budget FY22
3. Review Grant Awards Financial and Accounting Policy

**G. REPORT/DISCUSSION: CAB Membership/Recruitment**

Loretta Medellin, Chair

Loretta Medellin encouraged members to recruit more members. Heather MacDonald Fine discussed the parameters for CAB Membership. CAB members asked about recruitment and tips for recruitment.

**H. REPORT/DISCUSSION: Program Report**

Heather MacDonald Fine, Practice Manager

Heather MacDonald Fine provided updated numbers for Mobile Health and reminded CAB members of the Health Center Compliance on 11/5/2021. Heather MacDonald Fine also highlighted Phase II of Mobile Health Dental Clinic.

**[GENERAL COUNSEL REPORT AS TO PURPOSE OF CLOSED SESSION]**

**CLOSED SESSION**

*Public comment on Closed Session items may take place prior to the Board adjourning to the Closed Session.*

**1. Pending Litigation**

**[Government Code Section 54956.9]**

Alameda Health System v. Dept. of Health Care Services  
Marwin Vinluan, Interim Director - Reimbursement

**(Reconvene to Open Session)**

**PUBLIC COMMENT**

**CO-APPLICANT BOARD MEMBER COMMENTS**

**ADJOURNMENT: 7:12pm**

This is to certify that the foregoing is a true and correct copy of the minutes of the Co-Applicant Board approve December 14, 2021 meeting as approve January 11, 2022:

*Brenda Chan*

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Brenda Chan  
Project Assistant

APPROVED AS TO FORM:

Review by: *Kayla Bowen*  
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Kayla Bowen  
Associate General Counsel