



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

**Tuesday, July 08, 2025**

**6:00pm-8:00pm**

### **Conference Center at Highland Care Pavilion**

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

Brenda Chan, Project Coordinator

(510) 535-7645

### **LOCATION:**

Open Session: HCP Conference Center D/E, see above address

Members of the public may also participate at the following Zoom Meeting Link: <sup>1</sup>

<https://alamedahealthsystem.zoom.us/j/99561341091?pwd=ZVlOdmhGdzEzdldBR25xYWw4TlUUT09>

Meeting ID: 995 6134 1091

Password: 531531

One tap mobile

+14086380968, 92921800868# US (San Jose)

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Meeting ID: 929 2180 0868

Find your local number: <https://alamedahealthsystem.zoom.us/j/99561341091?pwd=ZVlOdmhGdzEzdldBR25xYWw4TlUUT09>

### **MEMBERS**

Loretta Medellin, Chair

Richard Hervey Jr., Vice-Chair

Billy Jene Carter

Serena Clayton

Anne Gormley

Paul Sinasohn

Mark Smith

John Tillar

### **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=ZVlOdmhGdzEzdldBR25xYWw4TlUUT09> 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:** The governor-declared state of emergency that altered public meeting protocols during the COVID pandemic has been lifted. All Alameda Health System Homeless Health Center Co-Applicant Board meeting will be held in accordance with current Brown Act requirements. As a result, our meetings will be held via a hybrid on in-person and remote access.

The public is invited to attend the meeting in person or observe and participate in the meeting via the Zoom link above.

**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 6:02pm**

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

Loretta Medellin, Richard Hervey Jr., Anne Gormley, Mark Smith, Paul Sinasohn, and John Tillar

**ABSENT:** Billy Jene Carter and Serena Clayton

Quorum was established.

**A. BOARD CHAIR REPORT**

Loretta Medellin, Chair

Loretta Medellin reviewed the agenda and talked about the upcoming July 18<sup>th</sup>, Alameda County Health Care for the Homeless Commission meeting. She talked about her visit at Building Futures.

**B. CONSENT AGENDA: ACTION**

Loretta Medellin, Chair

1. Approval of the Minutes from the June 10, Co-Applicant Board Meeting.
2. Resolution on Measure W Principles

**ACTION:** A motion was made and seconded to approve the Consent Agenda. The motion passed.

**AYES:** Loretta Medellin, Richard Hervey Jr., Anne Gormley, Paul Sinasohn, and John Tillar

**NAYS:** None

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

Damon Francis MD, Medical Director

Dr. Damon Francis presented the Medical Director Report. He provided an update on the budget. Lucy Kasdin provided information on her new role. CAB members asked questions.

**D. ACTION/Discussion: CAB Membership Applications Review, Nomination and Election**

Loretta Medellin, Chair

1. William 'Quantum' Norwood

**ACTION:** A motion was made and seconded to elect Quantum Norwood for CAB Membership. The motion passed.

**AYES:** Loretta Medellin, Richard Hervey Jr., Anne Gormley, Paul Sinasohn, and John Tillar

**NAYS:** None

**E. REPORT/DISCUSSION: Community Health Update**

Lilly MacRae RN PHN, Director of Community Health

Lilly MacRae presented the Community Health Update continuation from April 08, 2025, meeting. CAB members asked questions and shared their experience.

**F. REPORT/DISCUSSION: Sliding Scale Discount Program Policy Update**

Kayla Bowen, Associate General Counsel

Kayla Bowen presented the Sliding Scale Discount Program Policy updated. Kayla provided details on the changes. The CAB members will approve it next month. The CAB members asked questions.

**G. REPORT/DISCUSSION: Site Visit Meetings Debrief**

Heather MacDonald Fine, Practice Manager

Heather MacDonald Fine presented the site visit meeting debrief. Heather provided a summary of the feedback she received from the site leaders. CAB members asked questions, provided their feedback, made comments, and shared their experience.

**H. REPORT/DISCUSSION: Low Barrier Care Report**

Heather MacDonald Fine, Practice Manager

Heather MacDonald Fine presented the Low Barrier Care report featuring changes based on feedback from the CAB members. CAB members asked questions and made comments.

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**I. REPORT/DISCUSSION: Director Evaluation Process**

Loretta Medellin, Chair

Heather MacDonald Fine reminded the CAB members of the Medical Director Evaluation process which was previously approved and will be taking place during closed session during upcoming meetings.

**PUBLIC COMMENT:** None

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

**1. Conference with Legal Counsel: Existing Litigation**

**[Government Code Section 54956.9(d)(1)]**

Case name unspecified: (Disclosure would jeopardize existing settlement negotiations)

**Counsel reported no action taken in Closed session.**

**Co-Applicant Board Member Comments:** CAB member Anne Gormley shared her experience of the Measure W Townhall meeting that she attended. CAB member Mark Smith informed the CAB that the July 18 meeting of the Homeless Commission has limited space and accessibility. He provided dress code information due to the nature of the meeting space being an active construction site.

This is to certify that the foregoing is a true and correct copy of the minutes of the Co-Applicant Board approve July 08, 2025, meeting as approved August 12, 2025:

Signed by:

*Brenda Chan*

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Brenda Chan  
Project Coordinator

APPROVED AS TO FORM:

Signed by:

*Kayla Bowen*

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Review by: \_\_\_\_\_

Kayla Bowen  
Associate General Counsel