Alameda Health System Homeless Health Center Co-Applicant Board
Tuesday, October 10, 2023
6:00pm-8:00pm

Conference Center at Highland Care Pavilion
1411 East 31st 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: ¹
https://alamedahealthsystem.zoom.us/j/99561341091?pwd=ZVI0dhhGdzEzdldBR25xYWW4TluUT09
Meeting ID: 995 6134 1091
Password: 531531

One tap mobile
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Meeting ID: 929 2180 0868

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MEMBERS
Loretta Medellin, Chair
Richard Hervey Jr., Vice-Chair
Serena Clayton
Bee Franks-Walker
Tami Rossell
Mark Smith
Derrick Turner

NON-VOTING MEMBERS
Damon Francis, Medical Director

¹ Access the meeting by clicking the following link:
https://alamedahealthsystem.zoom.us/j/99561341091?pwd=ZVI0dhhGdzEzdldBR25xYWW4TluUT09 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 help 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@alamedahethsystem.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 7:04 pm

ROLL CALL WAS TAKEN AND THE FOLLOWING MEMBERS WERE PRESENT:

Loretta Medellin, Serena Clayton, Mark Smith, and Derrick Turner

ABSENT: Richard Hervey Jr. and Tami Rossell

A quorum was established.

A. BOARD CHAIR REPORT
Loretta Medellin, Chair

CAB Chair Loretta accepted the resignation of Bee Franks-Walker.

B. CONSENT AGENDA: ACTION
Loretta Medellin, Chair
1. Approval of the Minutes from the September 12, Co-Applicant Board Meeting.

ACTION: A motion was made and seconded to approve the Consent Agenda, which includes approving the September 12, 2023 meeting minutes
AYES: Loretta Medellin, Serena Clayton, Mark Smith, and Derrick Turner
NAYS: None

[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. **Public Employee Performance Evaluation**  
   [Government Code Section 54957]  
   Damon Francis MD, Medical Director

**OPEN SESSION**

C. **REPORT/DISCUSSION: Medical Director Report**  
   Damon Francis MD, Medical Director

Dr. Damon Francis introduced Amy Garfin. She’s the new Medical Director for County Healthcare for the Homeless.

D. **ACTION/DISCUSSION: Urgent Care Hours Expansion**  
   Terrance Fitzgerald Shaw, Chief Administrative Officer – Ambulatory Services  
   Vice President of Patient Care Services-Outpatient  
   1. Approve the expanded Urgent Care hours

**DISCUSSION:** Terrance Fitzgerald Shaw made a presentation on the expansion of Urgent Care hours. CAB members asked questions and there was a discussion. CAB members asked how the expansion would be marketed to patients so that they would be aware. Terrance indicated that the Call Center would be the leading method for notifying patients and scheduling them into the newly expanded hours.

**ACTION:** A motion was made and seconded to approve the expanded Urgent Care hours  
**AYES:** Loretta Medellin, Serena Clayton, Mark Smith, and Derrick Turner  
**NAYS:** None

E. **ACTION/DISCUSSION: Ad Hoc Committee**  
   Loretta Medellin, Chair  
   1. Approval of Ad Hoc Committee representing co-governance of the Homeless Health Center with the Board of Trustees.

**DISCUSSION:** Loretta nominated Serena Clayton, Richard Hervey Jr., and herself to attend the AD Hoc Committee meeting with Board of Trustees.

**ACTION:** A motion was made and seconded to approve the Ad Hoc Committee representing co-governance of the Homeless Health Center with the Board of Trustees  
**AYES:** Loretta Medellin, Serena Clayton, Mark Smith, and Derrick Turner  
**NAYS:** None

F. **ACTION/DISCUSSION: Health Equity, Diversity, Inclusion and Belonging (HEDI-B)**
Arleen Gomez, Vice President, Human Resources  
Dr. Mini B. Swift, Vice President, Population Health  
1. Nominate and elect a CAB member to represent CAB at the HEDI-B Committee  

Dr. Mini B. Swift presented Health Equity, Diversity, Inclusion and Belonging (HEDI-B)  
She invited the CAB members to join the AHS HEDI-B Committee. She provided the  
history, purpose, and the importance of the HEDI-B. CAB members asked questions  
and will nominate at the next meeting.  

G. REPORT/DISCUSSION: Community Health Worker Expansion  
Lilly MacRae, Director of Community Health  
Regina Simpkins, Community Health Learning and Development Consultant  

Lilly MacRae provided an update on the Community Health Worker expansion project at  
AHS. She provided the definition of Community Health Worker as well as information  
related to the review, discovery phase activities and recommendations, statewide  
changes and requirements, and the implementation framework. CAB members asked  
questions related to the funding supporting Community Health Workers and  
emphasized the importance of understanding the indirect benefit of CHWs so that the  
CAB could adequately look at funding to support Community Health Workers.  

CAB members asked questions and there was a discussion.  

H. REPORT/DISCUSSION: Program Report  
Heather MacDonald Fine, Practice Manager  

Heather MacDonald Fine presented the program report. CAB members asked  
questions, made comments, and provided feedback. CAB members were particularly  
focused on the primary care clinic’s capacity to schedule appointments, and discussed  
the concern that the value of primary care is not realized when follow-up appointments  
are not scheduled due to capacity restraints.  

PUBLIC COMMENT: None  
CO-APPLICANT BOARD MEMBER COMMENTS: None  
ADJOURNMENT: 8:23pm
This is to certify that the foregoing is a true and correct copy of the minutes of the Co-Applicant Board approve October 10, 2023 meeting as approve November 14, 2023:

Brenda Chan  
Project Coordinator

APPROVED AS TO FORM:

Review by:  
Kayla Bowon  
Associate General Counsel