

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

Co-Applicant Board Meeting Agenda

455 County Center, Redwood City, CA 94063 (Room 101)

January 9th, 2025, 10:00am - 12:00pm

This meeting of The Health Care for The Homeless/Farmworker Health board will be held in-person at

455 County Center, Redwood City, CA 94063 (Room 101)

Remote participation in this meeting will not be available. To observe or participate in the meeting please attend in-person at above location.

*Written public comments may be emailed to jvidales@smcgov.org and such written comments should indicate the specific agenda item on which you are commenting.

***Please see instructions for written and spoken public comments at the end of this agenda.**

A. CALL TO ORDER & ROLL CALL	Victoria Sanchez De Alba	10:00am
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B. PUBLIC COMMENT
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.

C. ACTION TO SET THE AGENDA & CONSENT AGENDA	Victoria Sanchez De Alba	10:10am
1. Approve meeting minutes from:		Tab 1
a. November 12 th , 2024 Board Meeting		
b. December 12 th , 2024 Board Meeting		
2. Budget and Finance Report		Tab 2
3. HCH/FH Director's Report		Tab 3
4. Quality Improvement/Quality Assurance Update		Tab 4

D. COMMUNITY 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.		
Community updates	Board Members	10:15am

E. GUEST SPEAKER

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 Community Program Coordinator at least five working days before the meeting at jvidales@smcgov.org in order to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. The HCH/FH Co-Applicant Board meeting documents are posted at least 72 hours prior to the meeting and are accessible online at: <http://www.smchealth.org/smmc-hfhfh-board>

St Vincent de Paul – Introduction to Homeless and Farmworker Services	Cecilia Aguirre, Director of Peninsula Family Resource Center	10:30am
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F. BUSINESS AGENDA

Request to Renominate Board members with Terms Expired in January 2025	Jim Beaumont	11:00am	Tab 5
Request to Approve HRSA Operational Site Visit (OSV) Documents	Jim Beaumont	11:05am	Tab 6
Request to Approve Support Letter for Pacifica’s Safe Parking Program	Suzanne Moore	11:10am	Tab 7

G. REPORTING & DISCUSSION AGENDA

National Health Care for the Homeless Council (NHCHC) Conference – Baltimore, MD, Dates: May 12-15, 2025	Jim Beaumont	11:20am
HCH/FH Introduction to OSV Presentation	Jocelyn Vidales	11:25am
HCH/FH Board Recruitment of New Members	Victoria Sanchez De Alba	11:50am

H. ADJOURNMENT

	12:00pm
<p>Future meeting: February 13th, 2025 Time: 10:00am-12pm Location: 500 County Center, COB 3 (Manzanita Hall), Redwood City, CA 94063</p>	

***Instructions for Public Comment During Meeting**

Members of the public may address the Members of the HCH/FH board as follows:

Written public comments may be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to jvidales@smcgov.org.
2. Your email should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda or is on the consent agenda.
3. Members of the public are limited to one comment per agenda item.
4. The length of the emailed comment should be commensurate with the two minutes customarily allowed for verbal comments, which is approximately 250-300 words.
5. If your emailed comment is received by 5:00 p.m. on the day before the meeting, it will be provided to the Members of the HCH/FH board and made publicly available on the agenda website under the specific item to which your comment pertains. If emailed comments are received after 5:00p.m. on the day before the meeting, HCH/FH board will make every effort to either (i) provide such emailed comments to the HCH/FH board and make such emails publicly available on the agenda website prior to the meeting, or (ii) read such emails during the meeting. Whether such emailed comments are forwarded and posted, or are read during the meeting, they will still be included in the administrative record.

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Tab 1

Meeting Minutes



**HEALTH CARE FOR THE HOMELESS/FARMWORKER HEALTH PROGRAM (HCH/FH)
 Co-Applicant Board Meeting Minutes
 455 County Center, Redwood City, CA. 94063 (Room 101)
 December 12th, 2024, 12:30pm - 2:30pm**

Co-Applicant Board Members Present	County Staff Present	Members of the Public	Absent Board Members/Staff
<ul style="list-style-type: none"> • Brian Greenberg • Janet Schmidt • Robert Anderson (Chair) • Suzanne Moore • Tayischa Delridge • Gabe Garcia • Jim Beaumont (ex officio) 	<ul style="list-style-type: none"> • Gozel Kulieva • Jocelyn Vidales • Alejandra Alvarado • Amanda Hing-Hernandez • Raven Nash • Marisol Escalera Durani 	<p>Ophelie Vico - Puente</p>	<ul style="list-style-type: none"> • Steve Carrey • Victoria Sanchez de Alba (Vice-Chair) • Steve Kraft • Tony Serrano • Francine Dickson-Serafin • Judith Guerrero

A. Call to order & roll call	Robert Anderson called the meeting to order at 12:30 pm and did a roll call.	
B. Public comment	No public comment.	
C. Action to set the agenda and consent agenda.	<ol style="list-style-type: none"> 1. Approve meeting minutes from November 12th 2024 Board Meeting 2. Budget and Finance Report 3. HCH/FH Director's Report 4. Quality Improvement/Quality Assurance Update 	Request to approve the Consent Agenda was postponed due to unavailability of Board quorum.
D. Community Announcements	<p>Suzanne Moore, Board Member Suzanne shared with the Board a draft letter in support of Pacifica Safe Parking Program. She would like for the HCH/FH to vote to approve the letter of support at the January 2025 board meeting. A copy of the letter is attached to this file.</p>	

Brian Greenberg, Board Member

Brian spoke about the challenges that government agencies face in operating safe parking sites when they do not contract with nonprofits to manage the sites. He spoke specifically about this issue in San Francisco, in which a site had to close due to these challenges. Here is the link to the article that Brian referred to: [SF to close expensive homeless site in Candlestick Point lot](#)

Robert Anderson, Board Chair

Robert followed up with an in the SF Chronicle that informed of San Francisco Board of Supervisors' vote to keep the RV parking sites near Stonestown area in San Francisco.

Gabe Garcia, Board Member

Gabe Garcia highlighted healthcare challenges in the South Coast area, noting that the local clinic in Pescadero was non-operational 19 times due to staffing shortages. This weekly clinic, operated by Coastside Clinic, typically serves about 20 patients daily in the 4 hours/week. Because of the unavailability of these services in Pescadero, patients must travel to Half Moon Bay to receive primary care. Transporting farmworkers to Half Moon Bay (HMB) for care remains a challenge, as farmworkers have very limited capacity to go to Coastside Clinic during the time they are open on weekdays because they are at their employer's farms working. Consequently, chronic disease management is not happening consistently. Consequently, chronic disease management is not happening consistently. Coastside clinic staff only provide 4 hours of care per week in Pescadero, emphasizing the need for a dedicated, site-specific provider. Ophelie underscored the importance of raising awareness and pushing the County to hire someone to address these gaps. Marisol requested Ophelie send her a detailed email to escalate the issue to Supervisor, Ray Mueller, and noted that while similar concerns have been raised in HMB, this is the first mention of problems in Pescadero. She also encouraged the community to use the County's intake hotline to report issues, as unreported problems remain unknown to the County.

	<p>Marisol Escalera Durani, Supervisor Mueller’s Office Marisol informed the board that the County is holding tsunami alert office hours and has provided a survey for feedback. Efforts are underway to gather community input through platforms like Nextdoor and other channels to understand public response to the tsunami warning. Unlike initial listening sessions, the upcoming town hall aims to address gaps in knowledge and understanding. This has been presented to the Mid Coast Council and shared with local Coastside providers. Robert noted that media coverage focused more on Berkeley than San Mateo, and many residents reported not receiving warnings. Tayischa added that while alerts were received, there was little guidance on how to respond, creating stress. A debrief with Half Moon Bay is scheduled to address these concerns. Schedule and survey QR code attached below.</p> <p>Marisol also informed the Board of a Community forum hosted by Supervisor Mueller on December 17th 6:30 – 8 pm at the Half Moon Bay library to address community concerns and share resources on immigration issues. Flyer attached below.</p>	
<p>E. Business Agenda 1. Request to Vote for Ad Hoc January Board Meeting - OSV</p>	<p>Jim Beaumont, Director HRSA Operational Site Visit is scheduled for January 14, 15, and 16th. HRSA auditors requested to meet with the Co-Applicant board during the Operational Site Visit. The Board members present agreed to make time available to meet with the auditors on Wednesday, January 15th between 11:30 am – 2: 30 pm. Program staff will reach out to the Board members not present and confirm the times.</p>	
<p>F. Reporting & Discussion Agenda 1. HCH/FH Base Grant and BHSE Contracts Update 2. HCH/FH 2024 Year in Review and Looking Ahead</p>	<p>Jim Beaumont, Director Jim provided updates on HCH/FH’s contacts for services in 2025-2027; including the contracts associated with the Behavioral Health Services Expansion (BHSE) grant. Janet asked for a more detailed summary of the BHSE contracts for the next meeting. Gabe asked how many of the contractors for 2025-2027 are new partners. Jim respond that there is at least two new partners and there may be up to three by the time all contracts are completed.</p>	

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<p>3. HCH/FH Program Feedback and Insights Survey</p>	<p>Alejandra Alvarado & Jocelyn Vidales, HCH/FH Staff Engaged the board to share feedback and reflections on 2024.</p> <ol style="list-style-type: none"> 1. Things that worked well: RFP process and funding the services for our patient population, Additional funding received for Behavioral Health services, Working on the County Homeless mortality report, Engaging in conversations with the County leadership, new CORA program. 2. Challenges: staff retention, learning/identifying what health programs are successful/not successful. 3. How does the Board feel about level of collaboration with board members and staff: 4. Rewards: talented staff despite retention issues, reviewing reports and updates on services for the target population, leaning back on the board members for support (in response to the shooting in Half Moon Bay and the encampment sweeps). <p>Recommendations:</p> <ul style="list-style-type: none"> - Bring to the board the reports/debriefs from other County meetings on homelessness. - Help identify resources and services to the homeless population that work best, that result in housing/better outcomes. - Creating space for board members to engage with each other outside of the monthly meetings. - Wider board and staff participation in contract services. Review and observe if clients are treated with dignity and respect if places are inviting etc. Participation beyond regular site visits and chart reviews, get a better sense of consumer experience. - Some background information on the conferences. - A list of journals, academics, resources on the latest research. 	
<p>G. Adjournment</p>	<p>Future meeting:</p> <p style="text-align: center;">Thursday, January 9th, 2024 Time: 10AM – 12PM 455 County Ctr- Room 101 Redwood City, CA 94063</p>	<p>The meeting was adjourned at 2:30 pm.</p>

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TSUNAMI WARNING RESPONSE OFFICE HOURS & TOWN HALL



HAVE QUESTIONS, CONCERNS, OR FEEDBACK?
SUPERVISOR RAY MUELLER WANTS TO HEAR FROM YOU!

12/10 **PESCADERO POST OFFICE** **4:30PM-5:30PM**
2020 PESCADERO CREEK RD, PESCADERO CA 94060

12/11 **PACIFICA FARMERS MARKET** **2:30PM-4:30PM**
499-419 OLD COUNTY RD, PACIFICA CA 94044

12/12 **DISTRICT 3 COAST OFFICE** **2:00PM-4:00PM**
270 CAPISTRANO RD, HALF MOON BAY CA 94019

12/12 **MOONRIDGE APARTMENTS** **7:30PM -8:30PM**
2001 MIRAMONTES POINT RD, HALF MOON BAY CA 94019

12/13 **PACIFICA CITY HALL** **12:00PM-1:30PM**
1800 FRANCISCO BLVD, PACIFICA CA 94044

12/13 **DISTRICT 3 COAST OFFICE** **3:00PM-5:30PM**
270 CAPISTRANO RD, HALF MOON BAY CA 94019

12/14 **HALF MOON BAY FARMERS MARKET** **10:00AM- 1:00PM**
225 CA -1, HALF MOON BAY CA 94019

12/19 **MAVERICK'S HOUSE TOWN HALL** **6:00PM**
W/ EMERGENCY RESPONSE STAKEHOLDERS
107 BROADWAY, HALF MOON BAY CA 94019



RESPUESTA SOBRE ALERTA DE MAREMOTO HORAS DE OFICINA Y FORO ABIERTO



¿TIENE PREGUNTAS, PREOCUPACIONES O COMENTARIOS?
EL SUPERVISOR RAY MUELLER DESEA ESCUCHAR DE USTED.

12/10

OFICINA POSTAL DE PESCADERO 4:30PM-5:30PM
2020 PESCADERO CREEK RD, PESCADERO CA 94060

12/11

MERCADO DE AGRICULTURA DE PACIFICA 2:30PM-4:30PM
499-419 OLD COUNTY RD, PACIFICA CA 94044

12/12

OFICINA DE LA COSTA, DISTRITO 3 2:00PM-4:00PM
270 CAPISTRANO RD, HALF MOON BAY CA 94019

12/12

APARTAMENTOS DE MOONRIDGE 7:30PM-8:30PM
2001 MIRAMONTES POINT RD, HALF MOON BAY CA 94019

12/13

MUNICIPIO DE PACIFICA 12:00PM-1:30PM
1800 FRANCISCO BLVD, PACIFICA CA 94044

12/13

OFICINA DE LA COSTA, DISTRITO 3 3:00PM-5:30PM
270 CAPISTRANO RD, HALF MOON BAY CA 94019

12/14

MERCADO DE AGRICULTURA DE HALF MOON BAY 10:00AM- 1:00PM
225 CA -1, HALF MOON BAY CA 94019

12/19

CASA DE MAVERICK'S - FORO 6:00PM
CON PARTES INTERESADAS SOBRE REPUESTAS DE EMERGENCIA
107 BROADWAY, HALF MOON BAY CA 94019

Community Tsunami Preparedness and Response Survey Tsunami Warning Event of Dec. 5, 2024



6PM-
8PM

FORO

CON SU SUPERVISOR

Ray Mueller

Distrito 3, County of San Mateo

MARTES 17 DE DICIEMBRE 2024

Tema de discusión:
Conozca sus derechos



Half Moon Bay Library
620 Correa St., Half Moon Bay ,CA 94019

Tab 2

Program Budget and
Financial Report



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

DATE: January 09, 2025

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: HCH/FH PROGRAM BUDGET and FINANCIAL REPORT

Preliminary numbers for December 2024 total \$332,5545 in grant expenditures. There appears to be a number of routine monthly County charges and likely some contractor invoices that did not get processed in time for the report. Year-to-date total for grant expenditures is \$2,751,728.

Based on our authorized grant and approved carry-over, (\$3,489,774), there will be around \$738,000 of unexpended funds for the Grant Year (GY) to be carried over to next year. This is more than originally projected which ends up being a positive result as we have stretched the budget considerably to allow us to make the contracts for the next three years that will best serve our populations. However, we do expect the carry-over amount to shrink somewhat as all December invoices and charges get processed.

For next month's meeting we should have finalized expenditures for December (and the full grant year) and will be providing a full update on GY 2024 for the Board.

Attachment:

- GY 2024 Summary Grant Expenditure Report Through 12/31/24



December \$\$

Details for budget estimates	Budgeted [SF-424]		To Date (12/31/24)	Projection for end of year	Projected for GY 2025
EXPENDITURES					
<u>Salaries</u>					
Director, Program Coordinator Management Analyst ,Medical Director new position, misc. OT, other, etc.	745,000	66,351	699,481	695,000	750,000
<u>Benefits</u>					
Director, Program Coordinator Management Analyst ,Medical Director new position, misc. OT, other, etc.	245,000	20,099	218,136	215,000	260,000
<u>Travel</u>					
National Conferences (2500*8)	30,000		11,395	15,000	15,000
Regional Conferences (1000*5)	10,000			500	500
Local Travel	1,500		27	500	250
Taxis	500			500	250
Van & vehicle usage	1,500			1,000	1,000
	43,500		11,422	17,500	17,000
<u>Supplies</u>					
Office Supplies, misc. Small Funding Requests	10,000	830	77,143	80,000	5,000
	10,000		77,143	80,000	5,000
<u>Contractual</u>					
2022 Contracts			185,329	185,329	
2022 MOUs			26,571	26,571	
Current 2023 MOUs	1,200,000	206,250	728,588	1,000,000	1,100,000
Current 2023 contracts	875,000	29,736	649,137	800,000	1,000,000
---unallocated---/other contracts					
	2,075,000		1,589,625	2,011,900	2,100,000
<u>Other</u>					
Consultants/grant writer	20,000		62,014	65,000	10,000
IT/Telcom	25,000	9,043	55,094	55,000	60,000
New Automation				0	-
Memberships	7,500		3,661	5,000	5,000
Training	5,000		21,859	22,000	5,000
Misc	1,000	236	13,293	25,000	15,000
	58,500		155,921	172,000	95,000
TOTAL	3,177,000	332,545	2,751,728	3,191,400	3,227,000
GRANT REVENUE					
Available Base Grant	2,858,632		2,858,632	2,858,632	2,858,632
Prior Year Unexpended to Carryover	631,142		631,142	631,142	
Other					738,046 carryover
HCH/FH PROGRAM TOTAL	3,489,774		3,489,774	3,489,774	3,596,678
BALANCE	312,774	Available	738,046	298,374	369,678
			Current Estimate	Projected	based on est. grant of \$2,858,632
<u>Non-Grant Expenditures</u>					
Salary Overage	20,000	250	4,590	11,000	15,000
Health Coverage	85,000	9,925	114,241	95,000	120,000
base grant prep	0			0	
food	2,500		4,979	4,000	6,000
incentives/gift cards	1,000			1,000	1,500
	108,500		123,810	111,000	142,500
TOTAL EXPENDITURES	3,285,500	342,720	2,875,538	3,302,400	NEXT YEAR 3,369,500

Tab 3
HCH/FH Director's
Report



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

DATE: January 09, 2025

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 December 12, 2024, Co-Applicant Board meeting.

Program continued to prepare for the Operational Site Visit (OSV) from HRSA scheduled for January 14th through the 16th. The Site Visit Team is scheduled to meet with the Board midday on Wednesday, January 15th. We hope as many Board members as possible will be able to attend this meeting. Board members are also invited to the Entrance and Exit Conferences; however, we will not want to have a majority of the Board attend either of these as it would then constitute a formal meeting. Please let staff know if you have an interest in attending either of these OSV sessions

Program is also anticipating receipt of our first set of data runs soon for the Universal Data Report (UDS) due on February 15th. As we have previously noted for the Board, this year's process will have an additional layer of complexity with the addition of partial reporting from the two Electronic Health Records Systems (eCW and Epic)

On Thursday, December 26th, we received notice from HRSA that we have been awarded on of only 120 Expanded Hours grant awards. This award, for \$500,000/year for two (2) years is planned for standing a Sunday clinic on Coastside to allow farmworkers who work 6 days a week to still have access to their needed routine and preventive health care. Program has initiated the efforts to make this happen.

Seven Day Update

ATTACHED:

- Program Calendar





**County of San Mateo
 Health Care for the Homeless & Farmworker Health (HCH/FH) Program
 2025 Co-Applicant Board Calendar**

Board meetings are in-person on the 2nd Thursday of the Month 10am-12pm

MONTH	AREA		
	Programmatic	Learning/Conferences	Recognition (Health, DEI, Holidays and Misc.)
JANUARY	<ul style="list-style-type: none"> - HCH/FH Board Meeting (1/9) - HRSA Operational Site Visit (OSV) (1/14-1/16) - OSV Special Board Meeting (1/15) 		<ul style="list-style-type: none"> • Glaucoma Awareness Month • Cervical Cancer Screening Month • National Human Trafficking Prevention Month • International Holocaust Remembrance Day (1/27) • New Year's Day (1/1) • Martin Luther King Day (1/20) • Inauguration Day (1/20) • Lunar New Year (1/29)
FEBRUARY	<ul style="list-style-type: none"> - HCH/FH Board Meeting (2/13) - Finance Subcommittee Meeting (2/13) - UDS submission - Review 	<ul style="list-style-type: none"> • National Alliance to End Homelessness Winter Conference: Innovations and Solutions for Ending Unsheltered Homelessness. (Los Angeles, CA – Feb 26-28) 	<ul style="list-style-type: none"> • National Children's Dental Health • American Heart Month • National Cancer Prevention Month • National Wear Red Day (2/7) • Black History Month • World Day of Social Justice • Lincoln's Birthday (2/12) • Valentine's Day (2/14) • President's Day (2/17)
MARCH	<ul style="list-style-type: none"> - HCH/FH Board Meeting (3/13) - QI/QA Subcommittee Meeting (3/13) - Updated Sliding Fee Discount Scale (SFDS) - Approve 		<ul style="list-style-type: none"> • Colorectal Cancer Awareness Month • Developmental Disabilities Awareness Month • National Doctors Day (3/30) • Lent Begins (3/5) • Daylight Saving Time Starts (3/9) • St. Patrick's Day (3/17)
APRIL	<ul style="list-style-type: none"> - HCH/FH Board Meeting (4/10) - Strategic Plan Subcommittee Meeting (4/10) - SMMC Annual Audit - Approve 	<ul style="list-style-type: none"> • 2024 Midwest Stream Forum-Agricultural Worker Conference (TBD) 	<ul style="list-style-type: none"> • Alcohol Awareness Month • Sexual Assault Awareness Month • Counseling Awareness Month • National Minority Health Month • Defeat Diabetes Month • National Public Health Week (4/7-4/11) • Lent Ends (4/19) • Passover (4/13 – 4/20) • Easter Sunday (4/20)
MAY	<ul style="list-style-type: none"> - HCH/FH Board Meeting (5/8) - Finance Subcommittee Meeting (5/8) 	<ul style="list-style-type: none"> • National Healthcare for the Homeless Conference. (Baltimore, MD – May 12-15) • NRHA Health Equity Conference. (Atlanta, GA – May 19-20) • NHRA Annual Rural Health Conference (Atlanta, GA – May 20-23) 	<ul style="list-style-type: none"> • American Stroke Awareness Month • High Blood Pressure Education Month • Mental Health Awareness Month • National Trauma Awareness Month • Asian Pacific American Heritage Month • Mother's Day (5/11) • Memorial Day (5/26)
JUNE	<ul style="list-style-type: none"> - HCH/FH Board Meeting (6/12) - QI/QA Subcommittee Meeting (6/12) - Services/Locations Form 5A/5B – Approve 	<ul style="list-style-type: none"> • NCFH Agricultural Worker Health Symposium (TBD – May/June2025) 	<ul style="list-style-type: none"> • PTSD Awareness Month • Cancer Survivor's Month • LGBTQIA+ Pride Month • Father's Day (6/15) • Juneteenth (6/19)



JULY	<ul style="list-style-type: none"> - HCH/FH Board Meeting (7/10) - Strategic Plan Subcommittee Meeting (7/10) - Budget Renewal (Program) Approve 		<ul style="list-style-type: none"> • National Minority Mental Health Awareness Month • Healthy Vision Month 	<ul style="list-style-type: none"> • Independence Day (7/4)
AUGUST	<ul style="list-style-type: none"> - HCH/FH Board Meeting (8/14) - Finance Subcommittee Meeting (8/14) 		<ul style="list-style-type: none"> • National Breastfeeding Month • National Immunization Awareness Month • National Health Center Week (8/10 – 8/16) 	
SEPTEMBER	<ul style="list-style-type: none"> - HCH/FH Board Meeting (9/11) - QI/QA Subcommittee Meeting (9/11) - Program Director Annual Review 	<ul style="list-style-type: none"> • International Street Medicine Symposium. (Hilo, Hawai'i – Sept 9 – 12) 	<ul style="list-style-type: none"> • Healthy Aging Month • National Suicide Prevention Month • Gynecological Cancer Awareness Month • Hispanic Heritage Month (Starts 9/15) 	<ul style="list-style-type: none"> • Labor Day (9/1)
OCTOBER	<ul style="list-style-type: none"> - HCH/FH Board Meeting (10/9) - Strategic Plan Subcommittee Meeting (10/9) - Annual Conflict of Interest Statement due - Board Chair/Vice Chair Nominations 		<ul style="list-style-type: none"> • Breast Cancer Awareness Month • Depression Awareness Month • Domestic Violence Awareness Month • Health Literacy Month • Patient-Centered Care Awareness Month • Child Health Day (10/6) 	<ul style="list-style-type: none"> • Indigenous Peoples' Day/Columbus Day (10/13) • Halloween (10/31)
NOVEMBER	<ul style="list-style-type: none"> - HCH/FH Board Meeting (11/13) - Finance Subcommittee Meeting (11/13) - Board Chair/Vice Chair Elections 	<ul style="list-style-type: none"> • East Coast Migrant Stream- Agricultural Worker Conference Forum (TBA) 	<ul style="list-style-type: none"> • American Diabetes Month • National Sexual Health Month • Native American Heritage Day (11/28) 	<ul style="list-style-type: none"> • Daylight Savings Time Ends (11/2) • Veteran's Day (11/11) • Thanksgiving (11/27)
DECEMBER	<ul style="list-style-type: none"> - HCH/FH Board Meeting (12/11) - QI/QA Subcommittee Meeting (12/11) 	<ul style="list-style-type: none"> • Institute for Healthcare Improvement (IHI) Forum (TBD) 	<ul style="list-style-type: none"> • Seasonal Affective Disorder Awareness Month 	<ul style="list-style-type: none"> • Christmas Eve (12/24) • Christmas Day (12/25) • New Year's Eve (12/31)

BOARD ANNUAL CALENDAR	
Project	Timeframe
HRSA Operational Site Visit (OSV)	January 14 - 16
SMMC Annual Audit - Review	April/May
UDS Submission - Review	Spring
Sliding Fee Discount Scale (SFDS)	Spring
Services/Locations Form 5A/5B – Approve	June/July
Budget Renewal - Approve	July/August/September (Program)– December/January (Grant)
Annual Conflict of Interest Statement	October (and during new appointments)
Program Director Annual Review	Winter
Annual QI/QA Plan – Approve	Winter
Board Chair/Vice Chair Elections	November/December

Tab 4

QI/QA Report



DATE: January 9th, 2025

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

FROM: Frank Trinh, HCH/FH Medical Director
Alejandra Alvarado, HCH/FH Clinical Services Coordinator

SUBJECT: QI/QA COMMITTEE REPORT

- **HRSA Operational Site Visit (OSV)**

- HCH/FH is working towards our site visit tasks to complete all required documents before the site visit, which is currently set to take place on January 14-16, 2025. The Operational Site Visit (OSV) will be fully onsite, and staff has begun notifying the medical center and leadership of this upcoming audit. HCH/FH has begun scheduling meetings with site reviewers, site tours, and involving all appropriate medical staff.

- **Q4 QI/QA Subcommittee Meeting**

- HCH/FH has its Q4 QI/QA subcommittee meeting, the final one for the 2024 calendar year. The subcommittee members reviewed performance measures, patient satisfaction, patient grievances, and discussed upcoming program events. The next meeting will be the Q1 2025 subcommittee meeting, likely in March 2025.

Tab 5

Request to Re-
nominate Board
Members with Terms
Expired in January
2025



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: January 9th 2024

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

FROM: Raven Nash, Community Services Coordinator

SUBJECT: REQUEST FOR APPROVAL TO RE-NOMINATE BOARD MEMBERS
WITH EXPIRING TERMS

Pursuant to our bylaws, one term on the Board is four years, and there are no limitations to the number of terms a Board member can serve. In light of this, we would like to request approval to re-nominate these Board members for another term.

We believe that these Board members have demonstrated an unwavering commitment to HCH/FH board and possess the experience and expertise necessary to continue contributing meaningfully to our mission.

To ensure a seamless continuation of our operations, we kindly request your approval to re-nominate the following Board members:

Janet Schmidt, whose term expires January 25th, 2025. The new term will expire in January 2029.

Tab 6

Request to Approve HRSA Operational Site Visit (OSV) Documents



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: January 9th, 2025

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: REQUEST TO APPROVE HRSA OPERATIONAL SITE VISIT (OSV)
DOCUMENTS

As a recipient of the federal award under section 330 of the Public Health Service (PHS) Act, San Mateo Healthcare for the Homeless/Farmworker Health (HCH/FH) program is responsible for demonstrating compliance with the statutory and regulatory requirements of the Health Center Program. The Health Resources and Services Administration (HRSA) requires health centers to participate in operational site visits (OSVs) as part of a comprehensive approach to demonstrate program compliance. Our program's OSV is scheduled for January 14-16, 2025.

As part of this process, HCH/FH must provide specific documents to the federal representatives and consultants who will conduct the OSV. Several of these documents require approval from the Co-Applicant Board.

To ensure a successful OSV for the HCH/FH program, we kindly request that the Board approve the following documents:

- HCH/FH documents that require board approval over the last three years

We appreciate the Board's cooperation and commitment to a successful OSV for the HCH/FH program.

Attached:

Tab 7

Request to Approve
Support Letter for
Pacifica's Safe Parking
Program



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

FROM: Suzanne Moore, Board Member

DATE: January 9th, 2025

SUBJECT: Request for Board Approval - Support Letter for Pacifica's Safe Parking
Program

I am writing to seek the board's approval for the draft letter supporting Pacifica's Safe Parking Program and approving Commission Staff recommendations. This letter is intended for the Coastal Commission.

The City of Pacifica's Safe Parking Program (PSPP) began in June 2022 to support individuals living in vehicles by providing designated parking spaces and essential services, operated by the Pacifica Resource Center under contract with the City. The program emerged following legal challenges to the city's 2019 oversized vehicle parking ban, which disproportionately impacted vehicularly housed individuals. A lawsuit settlement required the City to establish a temporary safe parking initiative, shaped by the advocacy of the Unhoused in Pacifica Task Force.

Currently, the City of Pacifica has submitted an application to the Coastal Commission seeking approval for four additional oversized vehicle (OSV) parking spaces to meet its original promise of 13 spaces, of which only nine were fulfilled. The City is being held accountable to provide the remaining spaces, which would offer designated parking and associated services to at least until June 2025, without significant impacts to coastal resources.

We firmly believe the Pacifica's Safe Parking program is consistent with our County's goal to end homelessness and our mission to serve those experiencing homelessness with compassion. Furthermore, the initiative aligns with our principles of Housing First and Trauma-Based Care.

This request is for the board's approval of the draft letter of support for Pacifica's Safe Parking Program. A majority vote of the board members present is required to approve the draft letter.

Attachments

- Draft Letter of Support