

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

**Co-Applicant Board Meeting Agenda**

**Half Moon Bay Library (Conference Room)**

**620 Correas St,**

**Half Moon Bay, CA 94019**

**September 12<sup>th</sup>, 2024, 10:00am - 12:00pm**

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

**Half Moon Bay Library (Conference Room)**

**620 Correas St, Half Moon Bay, CA 94019**

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](mailto: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.**

<b>A. CALL TO ORDER &amp; ROLL CALL</b>	Robert Anderson	10:00am
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<b>B. PUBLIC COMMENT</b>
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.

<b>C. ACTION TO SET THE AGENDA &amp; CONSENT AGENDA</b>	Robert Anderson	10:02am
1. Approve meeting minutes from August 8 <sup>th</sup> , 2024, Board Meeting		Tab 1
2. Budget and Finance Report		Tab 2
3. HCH/FH Director's Report		Tab 3
4. Quality Improvement/Quality Assurance Update		Tab 4

<b>D. COMMUNITY ANNOUNCEMENTS</b>		
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.		
1. Community updates	Board members	10:05am

<b>E. GUEST SPEAKER</b>
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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](mailto: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>

HMB Sheriff's Office/El Centro de Libertad, CARES Program	Luis Valdivias	10:20am
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**F. REPORTING & DISCUSSION AGENDA**

Encampment Subcommittee Update	Suzanne Moore	11:00am	Tab 5
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**G. BUSINESS AGENDA**

HCH/FH RFP Final Recommendations	Jim Beaumont	11:15am	Tab 6
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**H. ADJOURNMENT**

12:00pm

Future meeting: **October 10<sup>th</sup>, 2024, 10am-12pm,**  
Location: **TBD**

**\*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](mailto: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**  
**802 Brewster Ave, Redwood City, CA Room 100**  
**August 8th, 2024, 10:00am - 12:00pm**

Co-Applicant Board Members Present	County Staff Present	Members of the Public	Absent Board Members/Staff
<ul style="list-style-type: none"> <li>• Steve Kraft</li> <li>• Gabe Garcia</li> <li>• Judith Guerrero</li> <li>• Brian Greenberg</li> <li>• Tony Serrano</li> <li>• Tayischa Delridge</li> <li>• Francine Dickson-Serafin</li> <li>• Janet Schmidt</li> <li>• Steve Carrey</li> <li>• Robert Anderson</li> <li>• Victoria Sanchez de Alba</li> </ul>	<ul style="list-style-type: none"> <li>• Anessa Farber</li> <li>• Frank Trinh</li> <li>• Gozel Kulieva</li> <li>• Jocelyn Vidales</li> <li>• Alejandra Alvarado</li> </ul>	<ul style="list-style-type: none"> <li>• Nancy Chavez</li> <li>• Micaela Altamirano</li> </ul>	<ul style="list-style-type: none"> <li>• Susanne Moore</li> </ul>

<p><b>A. Call to order &amp; roll call</b></p>	<p>Robert Anderson called the meeting to order at 10:01 am and did a roll call.</p>	
<p><b>B. Public comment</b></p>		
<p><b>C. Action to set the agenda and consent agenda.</b></p>	<ol style="list-style-type: none"> <li>1. Approve meeting minutes from June 13<sup>th</sup> 2024 Board Meeting</li> <li>2. Budget and Finance Report</li> <li>3. HCH/FH Director’s Report</li> <li>4. Quality Improvement/Quality Assurance update</li> <li>5. Contractors Financial Report Update</li> </ol>	<p><b>Request to approve the Consent Agenda was <u>MOVED</u> by Steve Kraft and <u>SECONDED</u> by Victoria Sanchez de Alba</b></p> <p>APPROVED by all Board members present.</p>
<p><b>D. Community Announcements / Guest Speaker</b></p> <ol style="list-style-type: none"> <li>1. Community Update</li> <li>2. Coastside Clinic Overview</li> </ol>	<p><b>Robert Anderson, HCH/FH Board Chair</b></p> <p>During the meeting, Robert discussed the challenges he faced in accessing a farm in Pescadero. The property includes horses and a ranch-style farm with farmworker housing, name of farm was unspecified. The housing conditions were substandard, necessitating improvements in the electrical systems and other issues, which are</p>	

expected to be resolved this month. Farms and ranches providing housing for farmworkers are being inspected, but it is uncertain whether or when a completion report will be made public. Additionally, Robert mentioned a referendum to deny the project at 55 Kelly in Half Moon Bay was recently denied, allowing the project to continue its efforts to move forward.

Brian highlighted the recent recall of two council members who had purchased housing in Millbrae, illustrating the ongoing challenges associated with farmworker and homeless housing in that area. He noted that similar difficulties have been observed with housing in San Mateo, Redwood City, and other cities along the peninsula.

**Gabe Garcia, Board Member**

Gabe reported that Puente has purchased land in Pescadero with the intention of preserving some of the historic landmarks on the property. They have posted announcements to other agencies in the community and will rely on funders to support this new opportunity to expand resources in the area. Gabe noted that there will be a learning curve in building affordable housing in the area and emphasized the importance of working with the town to view this development as an asset to the community.

**Tony Serrano, Board Member**

Tony requested an inspection of a farm about 10 miles south of Half Moon Bay, having visited several over the weekend. He highlighted concerns about the conditions of beds for seasonal farmworkers at a brussels sprouts farm on the coast and raised the issue with the board, asking if there is anything that can be done about it.

Judith noted that the Farmworker Advisory Commission has been raising similar concerns. She mentioned that some farms are situated within both county and city limits. While the county has completed its part of the inspections, the city is still working on completing theirs. Judith offered to provide the farm's address to Robert, who has volunteered to reach out to the farm directly.

**Anessa Farber, PHPP**

Anessa reported that there is an encampment resolution fund of \$20 million designated specifically for encampments, though the definition of encampments is fluid. In the coming years, there is expected to be an expansion of the HEAL and behavioral health services, including the addition of more PHPP psychiatric workers to provide counseling for those who are not severely mentally ill (SMI). Anessa highlighted that there is a strong social work team on the Edison side of operations, which provides a solid foundation for growing the mental health team.

Gabe inquired whether this would be a good opportunity to provide support for individuals who become displaced. Anessa acknowledged that work is still being done to find a solution for those who move from one side of a boundary to another within the county. She noted that navigating this issue would be interesting, given the transient nature of the population served. It was also mentioned that San Francisco has been aggressive about encampment sweeps, and the governor has introduced a plan to reduce encampments in California, though there are varying criteria for these sweeps.

Gabe suggested that there are many innovative ways to begin tracking where individuals go after they leave an encampment and how to monitor those who are displaced from their encampments. Anessa emphasized that PHPP services are provided to everyone, regardless of health insurance status, homelessness, or farmworker status. When discussing a grant managed by HSA, she stressed the intentionality behind getting people the services they need, with the ultimate goal of housing them. She reminded everyone of the importance of providing healthcare services to people regardless of their situation and emphasized that the HCH/FH board needs to prioritize the management of the health of unhoused individuals, especially with the upcoming changes at the county, city, and state levels.

Anessa also noted that the homeless count increased nationally by about 12% this year. Gabe pointed out that the distribution of

	responsibilities among various county agencies makes coordination challenging, but there is hope for improvement in the future.	
<b>E. BUSINESS AGENDA</b>  <b>1. Request to re-nominate board members with terms expired in August 2024</b>	<b>Robert Anderson, HCH/FH Board Chair</b> Robert noted that when a board member's term expires and the member wishes to continue serving, it is customary to re-nominate them. He mentioned that Tony's term had recently ended, and Tony has decided to remain on the board which means the board must vote to assure he still has a place on the HCH/FH board.	<b>Request to Vote on Services/Locations Form 5A/5B</b> <b>MOVED</b> by Victoria Sanchez de Alba and <b>SECONDED</b> by Tayischa Delridge  APPROVED by all Board members present.
<b>F. Reporting &amp; Discussion Agenda</b> 1. HCH/FH RFP Grants Update 2. RFP Evaluation Demo and Questions	<b>Jim Beaumont, HCH/FH Director</b> Jim was not able to attend this meeting so this presentation has been pushed to the September meeting.  <b>Gozel Kulieva, Staff Member</b> The program currently has four Requests for Proposals (RFPs) issued: general case management and care coordination, dental services on the South Coast for farmworkers and their dependents, farmworker Alcohol and Other Drugs (AOD) services on the coast, and an expansion of behavioral health services. The deadline to submit proposals was July 31, except for the behavioral health services expansion, which was extended for two weeks. The board is seeking volunteers to form ad hoc evaluation subcommittees to assist HCH/FH in evaluating the proposals. The timeline for evaluations is set for mid-September, with a goal of reviewing the proposals and presenting the findings at the next board meeting. The ad hoc subcommittee meetings can be conducted via Zoom, with each subcommittee meeting once or twice to discuss the proposals.  Currently, there are five proposals for case management, one proposal for dental services along the coast, no proposals for farmworker AOD services along the coast, and the behavioral health services expansion RFP is still open.	

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	<p>Judith noted that the process of applying to proposals can be complicated and time-consuming, especially since many providers are facing staffing issues. Anessa added that the county has recently changed the process for issuing RFPs, leading to a learning curve for applicants. Brian also mentioned challenges with invoicing, as providers have to cover expenses until invoices are submitted.</p> <p>Gabe pointed out that every AOD service along the coast is struggling with hiring, making it difficult to deliver services. Jocelyn reminded the board that they have historically worked with BHRS through El Centro to provide AOD services. Brian suggested that members of the Latino Commission should be encouraged to apply and engage in this work, as they have a deep understanding of their communities needs.</p> <p>Gozel emphasized that volunteers must sign a Conflict of Interest form and must recuse themselves from any subcommittee if they are involved with any of the agencies providing these services. Several board members volunteered to participate in the subcommittees, and they will be contacted later to be assigned to the appropriate subcommittees.</p>	
<p><b>G. ADJOURNMENT</b></p> <p>3.</p>	<p>Future meeting:  <b>September 12<sup>th</sup>, 10am-12pm</b>  <b>Half Moon Bay Library (Conference Room)</b>  <b>620 Correas St, Half Moon Bay, CA 94019</b></p>	<p>The meeting was adjourned at 11:07 am.</p>

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Tab 2

Program Budget and  
Financial Report



SAN MATEO COUNTY HEALTH

**SAN MATEO  
MEDICAL CENTER**

San Mateo Medical Center  
222 W 39th Avenue  
San Mateo, CA 94403  
650-573-2222 T  
[smchealth.org/smmc](http://smchealth.org/smmc)

DATE: September 12, 2024

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 grant expenditures for August 2024 total \$129,021. This amount does not include most of the routine monthly service charges from county departments as they are accounted for during the month-end closing process (which doesn't complete until around the 10<sup>th</sup>). In addition, almost no external expenditures (contracts or MOUs) have been processed as of the running of this report. For the year-to-date, expenditures total \$1,875,019.

This current projection continues to show that the Program will expend around \$3.3M for the 2024 Grant Year (GY). Based on the total amount authorized by HRSA and the amount expected to be carried over for the GY, this will leave around \$220K of unexpended funds that would be available for carryover into the 2025 GY. We are in the process of finalizing the carryover for this year and, as the Program goes through the upcoming RFP and contracting process for the next 3 years, we will be refining the unexpended funds amount to spread it across the contract period to ensure sufficient funding for the period.

Attachment:

- GY 2024 Summary Grant Expenditure Report Through 08/31/24



GRANT YEAR 2024

August \$\$

Details for budget estimates	Budgeted [SF-424]		To Date (08/31/24)	Projection for end of year	Projected for GY 2025
<b>EXPENDITURES</b>					
<u>Salaries</u>					
Director, Program Coordinator Management Analyst ,Medical Director new position, misc. OT, other, etc.	745,000	48,829	459,326	705,000	795,000
<u>Benefits</u>					
Director, Program Coordinator Management Analyst ,Medical Director new position, misc. OT, other, etc.	245,000	15,046	143,048	220,000	290,000
<u>Travel</u>					
National Conferences (2500*8)	30,000		11,395	22,500	25,000
Regional Conferences (1000*5)	10,000			2,500	5,000
Local Travel	1,500			500	1,000
Taxis	500			500	500
Van & vehicle usage	1,500			1,000	1,500
	43,500		11,395	27,000	33,000
<u>Supplies</u>					
Office Supplies, misc. Small Funding Requests	10,000		23,146	25,000	10,000
	10,000		23,146	25,000	10,000
<u>Contractual</u>					
2022 Contracts			185,329	185,329	
2022 MOUs			26,571	26,571	
Current 2023 MOUs	1,200,000		522,338	1,150,000	1,100,000
Current 2023 contracts	875,000	25,674	412,627	825,000	775,000
---unallocated---/other contracts					
	2,075,000		1,146,865	2,186,900	1,875,000
<u>Other</u>					
Consultants/grant writer	20,000	39,472	54,556	75,000	15,000
IT/Telcom	25,000		16,732	30,000	25,000
New Automation				0	-
Memberships	7,500		2,875	5,000	5,000
Training	5,000		4,719	7,500	5,000
Misc	1,000		13,057	25,000	25,000
	58,500		91,939	142,500	75,000
<b>TOTAL</b>	<b>3,177,000</b>	<b>129,021</b>	<b>1,875,719</b>	<b>3,306,400</b>	<b>3,078,000</b>
<b>GRANT REVENUE</b>					
Available Base Grant	2,858,632		2,858,632	2,858,632	2,858,632
Prior Year Unexpended to Carryover	675,000 est.		675,000	675,000	
Other					227,232 carryover
HCH/FH PROGRAM TOTAL	3,533,632		3,533,632	3,533,632	3,085,864
<b>BALANCE</b>	<b>356,632</b>	<b>Available</b>	<b>1,657,913</b>	<b>227,232</b>	<b>7,864</b>
			<b>Current Estimate</b>	<b>Projected</b>	based on est. grant of \$2,858,632
<u>Non-Grant Expenditures</u>					
Salary Overage	20,000	250	3,465	11,000	30,000
Health Coverage	85,000	8,777	71,492	95,000	90,000
base grant prep	0			0	
food	2,500		3,002	4,000	3,000
incentives/gift cards	1,000			1,000	1,500
	108,500		77,959	111,000	124,500
<b>TOTAL EXPENDITURES</b>	<b>3,285,500</b>	<b>138,048</b>	<b>1,953,678</b>	<b>3,417,400</b>	<b>NEXT YEAR 3,202,500</b>

Tab 3  
HCH/FH Director's  
Report



SAN MATEO COUNTY HEALTH  
**SAN MATEO  
MEDICAL CENTER**

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

DATE: September 12, 2024

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 August 08, 2024, Co-Applicant Board meeting.

HCH/FH continues to await HRSA's decisions on funding awards for grants that we have applied for. We expect to hear on the Behavioral Health Service Expansion (BHSE) any day (HRSA had targeted September 1 for the award announcement). Our application has made it through all of the technical review processes and is now in the award determination phase. We are one of approximately 850 health center programs competing for only about 400 awards, but we feel fairly good about our chances. The Expanded Hours (EH) grants are not scheduled to be announced until December.

Given the limitations around the New Access Point (NAP) funding opportunity - there are only about 77 expected to be made (likely only about 7 each to either homeless or farmworker programs), contingent on Congress appropriating funding for these awards (not guaranteed), expansive eligibility (current programs and look-alikes and potential new programs) – Program decided not to expend the time and effort to apply.

Program did a timely submission of our required Non-Competing Continuation-Business Period Progress Report (NCC-BPR).

HCH/FH continues to work through issues with establishing the dental services at the Navigation Center under a contract with University of Pacific (UoP). UoP has encountered delays in securing their necessary staff, which has delayed opening of the clinic. However, part-time services have begun this month. We look forward to smoothing out the expected start-up wrinkles and working toward getting full-time services going.

As the Board is aware, Program's 2025-2027 Services Request for Proposals' deadline for submission was July 31, 2024, and we have been reviewing and evaluating the proposals over the past month. There is a recommendation for service contracts for the Board to take action on elsewhere on today's agenda.

The recruitment to fill the vacant Community Program Services Coordinator position has continued to move along. There were 79 applications received by Human Resources (HR), which they screened down to 38 that were referred to Program for further screening. That resulted in a group of 14 that were invited to the Civil Service Panel to be interviewed and rated. This has produced the list of 7 highest ranked individuals to be interviewed by us, and we are in the process of scheduling those interviews. We hope to be able to make a decision and offer the position before the end of the month.

Seven Day Update

ATTACHED:

- Program Calendar





**County of San Mateo Health Care for the Homeless & Farmworker  
 Health (HCH/FH) Program**

*Board meetings are in-person on the 2<sup>nd</sup> Thursday of the Month 10am-12pm*

MONTH	AREA		
	Programmatic	Learning/Conferences	Recognition (Health, DEI, Holidays and Misc.)
<b>JANUARY</b>			<ul style="list-style-type: none"> <li>• Glaucoma Awareness Month</li> <li>• Cervical Cancer Screening Month</li> <li>• International Holocaust Remembrance Day</li> <li>• New Year's Day</li> <li>• Martin Luther King Day (15)</li> </ul>
<b>FEBRUARY</b>	<ul style="list-style-type: none"> <li>• UDS submission</li> </ul>	<ul style="list-style-type: none"> <li>• NCFH Western Forum for Migrant and Community Health (Seattle, WA, Feb 22-24)</li> </ul>	<ul style="list-style-type: none"> <li>• National Children's Dental Health</li> <li>• American Heart Month</li> <li>• National Cancer Prevention Month</li> <li>• World Day of Social Justice</li> <li>• Lunar New Year (Feb 10)</li> <li>• National Wear Red Day</li> <li>• Lincoln's Birthday</li> <li>• Valentine's Day</li> <li>• Washington's Birthday</li> <li>• Lent begins (14)</li> </ul>
<b>MARCH</b>	<ul style="list-style-type: none"> <li>• Sliding Fee Scale Update</li> </ul>	<ul style="list-style-type: none"> <li>• Innovations and Solutions for Ending Unsheltered Homelessness. (San Francisco, CA - Mar 4-6)</li> </ul>	<ul style="list-style-type: none"> <li>• Colorectal Cancer Awareness Month</li> <li>• Self-Injury Awareness Month</li> <li>• Developmental Disabilities Awareness Month</li> </ul>
<b>APRIL</b>	<ul style="list-style-type: none"> <li>• SMMC Annual Audit</li> </ul>	<ul style="list-style-type: none"> <li>• Conference for Agricultural Worker Health (Atlanta, GA - April 23-25)</li> <li>• 2024 Midwest Stream Forum- Agricultural Worker Conference (Albuquerque, NM- April 16-18, 2024)</li> </ul>	<ul style="list-style-type: none"> <li>• Alcohol Awareness Month</li> <li>• Counseling Awareness Month</li> <li>• National Minority Health Month</li> </ul>
<b>MAY</b>		<ul style="list-style-type: none"> <li>• National Healthcare for the Homeless Conference. (Phoenix, AZ – May 13-16)</li> <li>• NRHA Health Equity Conference. (New Orleans, LA – May 6-7)</li> </ul>	<ul style="list-style-type: none"> <li>• American Stroke Awareness Month</li> <li>• High Blood Pressure Education Month</li> <li>• Mental Health Awareness Month</li> </ul>
<b>JUNE</b>	<ul style="list-style-type: none"> <li>• Services/Locations Form 5A/5B – Approve</li> </ul>		<ul style="list-style-type: none"> <li>• PTSD Awareness Month</li> <li>• Cancer Survivor's Month</li> </ul>
<b>JULY</b>	<ul style="list-style-type: none"> <li>• Budget Renewal (Program) Approve</li> </ul>		<ul style="list-style-type: none"> <li>• Healthy Vision Month</li> </ul>
<b>AUGUST</b>			<ul style="list-style-type: none"> <li>• National Breastfeeding Month</li> <li>• National Immunization Awareness Month</li> </ul>
<b>SEPTEMBER</b>	<ul style="list-style-type: none"> <li>• Program Director Annual Review</li> </ul>	<ul style="list-style-type: none"> <li>• September 15-18 International Street Medicine Symposium. Kansas City, MO</li> </ul>	<ul style="list-style-type: none"> <li>• Healthy Aging Month</li> <li>• National Suicide Prevention Month</li> <li>• Sexual Health Awareness Month</li> </ul>
<b>OCTOBER</b>	<ul style="list-style-type: none"> <li>• Board Chair/Vice Chair Nomination</li> </ul>		<ul style="list-style-type: none"> <li>• Breast Cancer Awareness Month</li> <li>• Depression Awareness Month</li> <li>• Domestic Violence Awareness Month</li> </ul>



<b>NOVEMBER</b>	<ul style="list-style-type: none"> <li>• Board Chair/Vice Chair Elections</li> <li>• Strategic Plan Target Overview</li> </ul>	<ul style="list-style-type: none"> <li>• East Coast Migrant Stream- Agricultural Worker Conference Forum (Date TBA, previously Nov. 2023) (Winston-Salem, NC- Nov 29-Dec 1, 2023)</li> </ul>	<ul style="list-style-type: none"> <li>• American Diabetes Month</li> <li>• Diabetes Awareness Month</li> </ul>
<b>DECEMBER</b>		<ul style="list-style-type: none"> <li>• December 8-11 Institute for Healthcare Improvement (IHI) Forum for 2024. Orlando, FL</li> </ul>	<ul style="list-style-type: none"> <li>• Seasonal Affective Disorder Awareness Month</li> </ul>

<b>BOARD ANNUAL CALENDAR</b>	
<b>Project</b>	<b>Timeframe</b>
UDS Submission – Review	Spring
SMMC Annual Audit – Approve	April/May
Services/Locations Form 5A/5B – Approve	June/July
Budget Renewal - Approve	July/Sept (program)– December/January (grant)
Annual Conflict of Interest Statement	October (and during new appointments)
Annual QI/QA Plan – Approve	Winter
Board Chair/Vice Chair Elections	November/December
Program Director Annual Review	Fall/Spring
Sliding Fee Discount Scale (SFDS)	Spring
Strategic Plan Target Overview	November

Tab 4  
QI/QA Report





DATE: September 12<sup>th</sup>, 2024

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

- **Q3 2024 HCH/FH QI/QA Subcommittee Meeting**

- HCH/FH has received the Q2 2024 metrics data to review and analyze from the BI team. Now that this analysis is complete, HCH/FH will convene the subcommittee on September 12<sup>th</sup> after the HCH/FH board meeting to discuss the results and metrics progress. The QI/QA subcommittee will also discuss progress from other initiatives, HRSA performance measure results, and program updates.

- **Smart Watches Project**

- HCH/FH is distributing smart watches to homeless and farmworker clients throughout San Mateo County. HCH/FH has begun distributing the watches to our partners in collaboration, the first being with LifeMoves. Smart Watches will be supplied to LifeMoves, who will provide them to their appropriate clients that meet all project criteria, and collect anonymous surveys from them. This is the first part of the data collection process for this project; a second anonymous survey will be administered 1 month post watch distribution.

**Tab 5**  
**Encampment**  
**Subcommittee Update**

## HCH Encampment Subcommittee 8/30/24 minutes

A meeting with Jennifer Newberry, Stanford School of Medicine  
Roma Nawy, Health Equity Research Program Coordinator

1. Who is our audience and for what purpose?
  - a. BOS for policy change?
  - b. Greater community for education?
2. What do we want to measure?
  - a. Initial contact and decision at time of encampment closure?
  - b. A health measure?
  - c. Data on cycle of recidivism?
3. What are barriers to the study?
  - a. Monetary commitment
  - b. Time commitment
  - c. Data access
  - d. Political implications
4. Kinds of studies
  - a. Storytelling
  - b. Journey mapping exercise
  - c. a qualitative research technique called photo-voice as a way to tell your community's story. Here is a summary of its tenets and a link for more information. "As a practice based in the production of knowledge, photovoice has three main goals:
    - (1) to enable people to record and reflect their community's strengths and concerns,
    - (2) to promote critical dialogue and knowledge about important issues through large and small group discussion of photographs, and
    - (3) to reach policymakers." I (Gabe) have some experience with photovoice.
      - [https://steps-centre.org/pathways-methods-vignettes/methods-vignettes-photovoice#:~:text=As%20a%20practice%20based%20in,%2C%20and%20\(3\)%20to%20reach](https://steps-centre.org/pathways-methods-vignettes/methods-vignettes-photovoice#:~:text=As%20a%20practice%20based%20in,%2C%20and%20(3)%20to%20reach)

d. Longitudinal outcomes with multiple data points: a longitudinal study may only need to take place over a period of 1-3 months to get very useful information,

#### 5. Next steps

a. Jen will suggest a range of study options  
b. Invite Victoria Asfour from HOT teams  
c. Consider inviting advocates, witnesses, those impacted by closures to subcommittee

d. Homeless population demographics:  
PEH in Palo Alto were generally long-term residents of the Peninsula and that their educational attainments resembled more those of the general Peninsula community rather than the national numbers. Here is the article

<https://www.proquest.com/docview/220587651/fulltextPDF/FACA08212F6422FPQ/1?accountid=14026&sourcetype=Scholarly%20Journals>

Tab 6  
Request for the  
Board to Approve the  
RFP Evaluation  
Subcommittee's for  
Services, Contracts,  
and Funding for  
2025-2027

DATE: September 12, 2024

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 FOR THE BOARD TO APPROVE THE RFP EVALUATION COMMITTEE'S RECOMMENDATIONS FOR SERVICES, CONTRACTS, AND FUNDING FOR 2025-2027.

Under HRSA regulations, it is the Board's responsibility to choose the services to be delivered by the Program. In addition, the Board is responsible to approve the Program's budget and expenditure of grant funds.

The RFP Evaluation Committee has prepared a recommendation for the Board's consideration for the services to be provided by community partner agencies, and the contracts with which to facilitate the delivery of those services. Services to be delivered by County agencies are done through MOUs, and the Board will have a future Action item for those approvals. Approval of recommended services, contracts and funding allow the Program to initiate contract negotiations with the recommended community partners. The results of those negotiations will be brought back to the Board for approval of the negotiated contracts.

This request is for the Board to approve the RFP Evaluation Committee's Recommendations for services, contracts and funding for 2025-2027, or to approve such changes as the Board sees fit. Approval of this item requires a majority vote of the Board members present.

Attachments:

RFP Evaluation Committee Recommendations

