

Health Care for the Homeless (HCHN) Governance Council
July 15, 2019, 4:15pm-6:15pm, King County Chinook Building (401 5th Avenue, Room 121)
Agenda

Topic	Person	Time	Purpose	Materials
CALL TO ORDER 1. Welcome & Introductions 2. Minutes <i>Action: review and approve</i>	Eleta Wright	4:15	Inform, Approve	- HCHN GC Minutes 061719_final
PUBLIC COMMENT	Eleta Wright	4:20		
OTHER ITEMS 1. HCHN Admin Updates a. Staffing Updates b. HRSA 330h OSV	John Gilvar, Denise Hawthorne	4:25	Inform, Discuss	
REGULAR AGENDA AND BOARD PROCESS 1. HCHN Committee Updates and Actions a. Community Advisory Group b. Executive Committee <i>Action: GC member-at-large</i> 2. 2019/20 Strategic Planning Process <i>Action: priority setting</i> 3. HCHN Annual Budget Approval Process 4. GC Membership a. GC new membership <i>Action: review and approve</i>	Kristina Sawyckyj, Eleta Wright, Katherine Switz, Lee Thornhill, Denise Hawthorne	4:45	Inform, Discuss, Approve	- GC strat plan voting grid 2019 - GC Strat Planning continued slides_July 19 - Cover Note_Membership_July 2019 - Council Membership Application_Jesse Rawlins
ADJOURN	Eleta Wright	6:15		

NEXT MEETING: Monday, August 19 2019, 4:15pm-6:15pm at the King County Chinook Building (401 5th Ave., Seattle, WA 98104), Room 121

HCHN Governance Council Members

- Anita Souza, PhD, MA, UW School of Nursing
- CC, Community Advocate
- Cynthia Brown, MSN
- Eleta Wright, MSW, Nexus Youth and Families
- Janice Tufte, Consumer Representative
- Jeff Sakuma, City of Seattle Human Services Department
- Jodi Denney, North King County Community Medicine Team

- Katherine Switz, MBA, The Stability Network
- Kristina Sawyckyj, Consumer Representative
- LeslieENZian, MD, HMC Medical Respite Program
- Melinda Giovengo, PhD, MA, YouthCare
- Michael Erikson, MSW, Neighborcare Health
- Michael Quinn, Plymouth Housing Group
- Rick Reynolds, Operation Nightwatch
- Victoria Silver, Friends of Youth
- Zachary DeWolf, All Home
- Zsa Zsa Floyd, Community Advocate

MINUTES

Monday, July 15 2019

King County Chinook Building (401 5th Ave., Seattle, WA 98104), Room 121

Council Members Present: Eleta Wright, Janice Tufte, Jeff Sakuma, Katherine Switz, Kristina Sawyckyj, LeslieENZian, Michael Erikson, Rick Reynolds, Victoria Silver, Zsa Zsa Floyd

Council Members Absent: Anita Souza, Cynthia Brown, CC, Jodi Denney, Melinda Giovengo, Michael Quinn, Zachary DeWolf

Public Health Staff Present: John Gilvar (ex-officio member), Mia Shim, Denise Hawthorne, Katherine King, Lee Thornhill, Kim Nguyen, Rekha Ravindran

CALL TO ORDER

1. *Welcome & Introductions*

Eleta Wright welcomed members to the meeting of the HCHN Governance Council (GC). Full quorum present. Eleta also welcomed new members Victoria Silver and Zsa Zsa Floyd to their first meeting.

2. *Minutes*

GC members reviewed the minutes from the 6/17 meeting. Kristina Sawyckyj made motion to approve the minutes, Janice Tufte seconded; vote was unanimous in favor of the motion.

PUBLIC COMMENT

There was no public comment.

OTHER ITEMS

1. *HCHN Admin Updates*

a. *Staffing Updates*

John Gilvar shared that he is leaving Public Health – Seattle & King County and his role as the HCHN Project Director, as of August 2. The GC recognized John for his strong leadership and contributions to HCHN. John expressed gratitude and appreciation to all of the members of the GC for their commitment to this work.

Denise Hawthorne said that Eleta and Katherine Switz met with TJ Cosgrove, Division Director of Community Health Services (CHS), to discuss next steps. She shared that the position has been posted for internal candidates as a 6-month interim Program Manager, and interviews will take place Monday, July 29. Eleta will be on the interview panel, along with members of the HCHN admin team. Denise said there will then be a larger nationwide search for a permanent replacement and the GC will provide input during that process. She will email out the job description. She said there is a requirement to request approval from HRSA for any change in the Project Director, and she will update HRSA as soon as the interim is in place.

John introduced Katherine King, new HCHN Finance Manager.

b. HRSA 330h OSV

John said that the Operational Site Visit (OSV) was successful and recognized members of the HCHN admin team for their preparation efforts. He said the admin team is waiting for the draft report from HRSA but, per the Exit Conference, the OSV reviewers identified 7 areas of noncompliance (primarily technical). He said the OSV reviewers are requesting some changes to the bylaws/co-applicant agreement for GC approval, and updates are in progress.

Denise shared that once the draft report is received, the HCHN admin team has 14 calendar days to submit responses, as part of HRSA's Compliance Resolution Opportunity (CRO). She expects to clear about half of the findings within that time period. She said that the final report will be provided 45 days after the CRO process is completed, and the HCHN admin team will have 90 days to respond. She doesn't foresee any issues in responding to all of the areas of non-compliance.

REGULAR AGENDA AND BOARD PROCESS

1. HCHN Committee Updates

a. Community Advisory Group (CAG)

Kristina said she shared lessons out of the 2019 National Health Care for the Homeless Council (NHCHC) Conference & Policy Symposium in May 2019. She also said that Lee presented on potential topics for the CAG to focus on moving forward. Rekha will send out a survey and the CAG will discuss more concrete next steps at their August meeting.

b. Executive Committee (EC)

Katherine said that there is an opening on the EC for a GC member-at-large. She said the EC meets the first Wednesday of each month, 1-3pm and discusses the structure of upcoming GC meetings and other strategic issues. Zsa Zsa expressed interest in the position. Kristina made motion to elect Zsa Zsa as GC member-at-large to the EC. Leslie Enzian seconded; vote was unanimous in favor of the motion.

2. 2019/20 Strategic Planning Process

Lee Thornhill presented on the GC strategic planning process. PowerPoint is attached. Highlights include:

- The first part of the process is assessment, completed as part of the spring strategic planning retreat
- The GC has flexibility to determine the format of the strategic plan

Lee then led GC members in an activity to determine which key priority areas each member wants to elevate as part of an advocacy platform. Members had unlimited votes but had to commit to volunteering time to move the work forward, with the following results:

1. Help lead efforts to assure patients can meet basic physiological needs. This includes restroom access and facilities to rest and recover from illness based on acuity of need (different types of respite). – **6 votes**
2. Increase the number of patients who have access to low barrier behavioral health services. – **3 votes**
3. HCHN consumers and former consumers must be more involved in planning and evaluation. – **1 vote**
4. Support providers through training and workforce development strategies. – **8 votes**
5. Sustain existing partnerships and cultivate new ones in South, East, and North King County. This includes focus on mobility and language access barriers. – **3 votes**
6. Implement strategies to measure our progress towards reducing documented racial and ethnic health disparities. – **5 votes**
7. Enhance our partnerships with housing providers (24/7 enhanced shelters). – **4 votes**
8. Help lead efforts to care for both an aging homeless population and assure access to prenatal care, family planning, and early intervention services. – **9 votes**
9. Build capacity to help patients and providers manage disease, pain, and medication. – **2 votes**

Lee also asked what other areas to consider. Kristina noted a lack of inpatient beds, exacerbated by access issues at Western State Hospital. Victoria highlighted the rising rates of youth homelessness and the geographic distribution of shelters. Janice and Zsa Zsa highlighted climate change, including more smoke, heat, and cold events. Leslie shared concerns related to those with cognitive deficits.

Lee said the next step is to compile all the feedback to determine high priorities and develop work plans that identify owners. Katherine said the GC can discuss priority areas for resource development at the August meeting.

3. *HCHN Annual Budget Approval Process*

Denise said that she and Katherine King are working on the 2020 HRSA Budget Period Renewal Budget. She said that the OSV occurs in the middle of a 3-year grant cycle and that the HCHN admin team submits a mini-grant update to HRSA annually, which is due August 16 this year. She acknowledged that it is due before the August GC meeting and plans to come to the 8/19 meeting with the final 2020 budget for the GC's approval. She said it will highlight what changes are expected and why.

Katherine said that the EC will proactively review the budget in detail at the August EC meeting and invited any GC members who are interested to attend.

4. *GC Membership*

Katherine shared that the EC reviewed the one application received and made the following recommendation for the open slot:

- Jesse Rawlins (LEAD, Public Defenders Association)

She said the EC made this recommendations given considerations for expertise and demonstrated passion for serving people experiencing homelessness. She asked GC members for any feedback. There were no questions so the following motion was made:

The EC moves that Jesse Rawlins be accepted as a new member of the GC; Rick Reynolds seconded; vote was unanimous in favor of the motion.

ADJOURN

The meeting adjourned at 5:58pm.

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