

Health Care for the Homeless (HCHN) Governance Council

September 16, 2019, 4:15pm-6:15pm, King County Chinook Building (401 5th Avenue, Room 126)

Agenda

Topic	Person	Time	Purpose	Materials
CALL TO ORDER 1. Welcome & Introductions 2. Minutes <i>Action: review and approve</i>	Katherine Switz	4:15	Inform, Approve	- HCHN GC Minutes 081919_final
PUBLIC COMMENT 1. Appreciation for Greg Francis	Katherine Switz, Greg Francis	4:20		
EQUITY AND SOCIAL JUSTICE WORK 1. Meeting Accessibility 2. Board Training/Asks	Katherine Switz,	4:25	Inform, Discuss	- Accessible Events Meetings Guide_rev Nov2018
REGULAR AGENDA AND BOARD PROCESS 1. HCHN Committee Updates and Actions <ol style="list-style-type: none"> a. Community Advisory Group b. Executive Committee <ol style="list-style-type: none"> i. KC Council Board Engagement Request 2. Nominations for HCHN Officers/Process 3. GC Membership/Vacancies Recruitment	Katherine Switz,	5:00	Inform, Discuss, Approve	- KC Council Board Engagement Request - Roles and Responsibilities_GC Chair-Vice Chair
OTHER ITEMS 1. HCHN Admin Updates <ol style="list-style-type: none"> a. Sobering Center b. Operational Site Visit c. Regional Homelessness Redesign d. Low Acuity 911 Call Strategies e. 2020 HRSA Budget Period Renewal Budget f. HCHN Annual Gathering 10/23 2. Briefing on Capital Planning at Harborview Medical Center – Kelly, Cristina, Leslie	Anne Meegan, Denise Hawthorne, Kelli Carroll, Christina Hulet, Leslie Miles, Bailey Bryant, Greg Francis	5:20	Inform, Discuss	- 2019 OSV Compliance Status – - PHSKC HCH Governance Bylaws_FINAL_amend 081919 [SIGNED] - PHSKC HCH Co-Applicant Agreement_FINAL_amend 081919 [SIGNED] - 2020 HRSA Grant Renewal Spending Plan GC Mtg 091619_update
ADJOURN	Katherine Switz	6:15		

NEXT MEETING: Monday, October 21 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
- Cynthia Brown, MSN, Mercy Housing
- Eleta Wright, MSW, Nexus Youth and Families
- Janice Tufte, Consumer Representative
- Jeff Sakuma, City of Seattle Human Services Department
- Jesse Rawlins, Public Defender Association
- Jodi Denney, North King County Community Medicine Team
- Katherine Switz, MBA, The Stability Network
- Kristina Sawyckyj, Consumer Representative
- Leslie Enzian, 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
- Zsa Zsa Floyd, Community Advocate

MINUTES

Monday, September 16, 2019

King County Chinook Building (401 5th Ave., Seattle, WA 98104), Room 126

Council Members Present: Cynthia Brown, Jeff Sakuma, Katherine Switz, Leslie Enzian, Michael Erikson, Rick Reynolds, Zsa Zsa Floyd

Council Members Absent: Anita Souza, Eleta Wright, Janice Tufte, Jesse Rawlins, Jodi Denney, Kristina Sawyckyj, Melinda Giovengo, Michael Quinn, Victoria Silver

Public Health Staff Present: Mia Shim, Denise Hawthorne, Kim Nguyen, Anne Meegan

CALL TO ORDER

1. *Welcome & Introductions*

Katherine Switz welcomed members to the meeting of the HCHN Governance Council (GC). Full quorum not present.

2. *Minutes*

GC members reviewed the minutes from the 8/19 meeting. Minutes were not approved since no quorum.

PUBLIC COMMENT

1. *Appreciation for Greg Francis*

Katherine expressed appreciation, on behalf of the GC, to Greg Francis for his 10 years of dedicated service to the HCHN Planning Council, and as a founding member of the GC. She shared that his contributions over the years have been instrumental to HCHN's success. Greg was presented with a certificate of appreciation and card in recognition of his efforts, and all were invited to enjoy cake.

There was no other public comment.

EQUITY AND SOCIAL JUSTICE WORK

1. Meeting Accessibility

Katherine said there is interest in ensuring that all meetings are accessible and shared the recent [community guide](#) from the City of Seattle. She said this is of particular interest for Kristina Sawycky, so the topic will be revisited next month when Kristina is present. She mentioned that anyone who is interested in participating in these discussions should reach out to her.

2. Board Trainings/Asks

Katherine noted that equity and social justice (ESJ) work is a priority for the EC and GC, so future meetings will include a standing agenda item related to ESJ. She shared that the EC is developing a workplan to ensure the GC receives relevant ESJ training.

REGULAR AGENDA AND BOARD PROCESS

1. HCHN Committee Updates and Actions

a. Community Advisory Group (CAG)

Zsa Zsa Floyd shared that she was elected Co-Chair of the CAG. She said that HCHN staff shared information on the upcoming Annual Gathering on 10/23 and on the planned HCHN procurement process. She also said that Zachary DeWolf invited CAG members to join the Point In Time (PIT) Action Group, which is helping plan for the 2020 one night count of people experiencing homelessness. She said one role for this group is to review the survey administered as part of the count. She mentioned that Kristina, Okesha, and herself all volunteered, and Rekha also attends, representing HCHN staff.

Zsa Zsa also discussed the 9/13 CAG training led by Katherine Cavanaugh, with the National Consumer Advisory Board. She said it was successful and that Katherine Cavanaugh helped attendees brainstorm activities and develop ideas on how to best coordinate with other community groups. She said that members of All Home's Lived Experience Coalition joined in the afternoon and identified their own priorities. Katherine thanked Zsa Zsa for her involvement in the training and expressed appreciation for the support from a national expert on community coalitions. Katherine asked all GC members to consider how to ensure meaningful input from the CAG moving forward.

b. Executive Committee (EC)

Katherine reminded GC members of the upcoming workgroups, as a continuation of the strategic planning activities. She said that Rekha is keeping a list of who volunteered and will ensure it stays updated. She asked that members interested in more leadership roles to reach out to Rekha. She said the HCHN admin team will coordinate phone calls to discuss next steps.

i. KC Council Board Engagement Request

Katherine said the EC discussed a request from Public Health staff on behalf of the King County Council to help assess the level of coordination of the most common benefits and services to low-income county residents. She said EC members recommended the team speak with the CAG and GC. Jeff Sakuma asked for more details about what information they are seeking; Rekha will ask and confirm the date with the presenters.

2. Nominations for HCHN Officers/Process

Katherine shared that Eleta Wright and her are stepping down from their leadership roles. She said that per the bylaws, the GC will nominate officers in November; candidates can self-select or be nominated by another member. She said officers are elected in December for a one-year term, starting January 2020. She mentioned that last year focused on standing up the GC and ensuring compliance, in preparation for the Operational Site Visit, but moving forward, it will be less time intensive. She said the role of the Chair and Vice-Chair is to attend the EC and help in agenda setting and leading GC meetings. She shared that the opportunity for new officers in the next year is to help implement the strategic plan. She asked that anyone interested in an officer position to let Eleta or her know as soon as possible.

3. GC Membership/Vacancies Recruitment

Katherine shared that Zachary DeWolf has decided to resign from the GC due to leaving his position with All Home. She said that there are currently two open slots on the GC and encouraged members to share the opportunity with others. Rekha has the openings posted on the website.

OTHER ITEMS

1. HCHN Admin Updates

a. Sobering Center

Anne Meegan said the HCHN admin team is reviewing a plan from current partners to continue supporting Sobering Center clients through 2020. She said that Harborview Medical Center, as the provider of primary care, is considering whether to use the third mobile medical van or another clinic space to locate services. She said the Sobering Center (Boren Clinic) listing in the HRSA Scope of Project will be removed or updated pending identification of a new service site. She said in 2021 and beyond, the funds earmarked for the Sobering Center will be folded into the procurement process, governed by the GC strategic priorities.

b. Operational Site Visit

Denise Hawthorne shared updates on the three items pending HRSA review; two relate to Sliding Fee Discount Program and Billing and Collections policies and the third related to the revised GC bylaws/co-applicant agreement. She said that once the policies are approved by HRSA, the GC will review the final versions, likely at the October GC meeting. She said the GC already approved the updated bylaws/co-applicant agreement at their August meeting.

c. Regional Homelessness Redesign

Anne mentioned recent reports about the creation of a new Regional Homelessness authority. She said that Public Health will not be part of it for several reasons, including specific HRSA 330h grant requirements such as governance. Jeff mentioned the 9/13 City Council committee meeting on homelessness with Tess Colby was informative and is available [online](#). Greg asked whether the process of forming the new entity included input from homeless service providers; several attendees indicated it did. Jeff said that funds from each of the contributing agencies will be co-mingled and an open process will be used to allocate them.

d. Low Acuity 911 Call Strategies

Anne reported that the Mayor of Seattle has committed to fund an expansion of the Housing Health Outreach Team (HHOT) to five sites with the highest levels of low-acuity 911 calls. She said that some are existing sites where late afternoon/evening hours will be added, and others are completely new. She shared that Harborview and Neighborcare Health will operate these sites, and Evergreen Health will develop a nurse call line as additional support.

e. 2020 HRSA Budget Period Renewal Budget

Denise updated on a minor error resulting in a change between revenue lines to the approved budget, with no change to bottom line.

f. HCHN Annual Gathering 10/23

Anne invited all GC members to the HCHN Annual Gathering, which will take place on Wednesday, 10/23. She said it is an all-day event that includes networking and workshops; Rekha will forward the meeting invite/agenda.

2. Briefing on Capital Planning at Harborview Medical Center

Leslie Miles, Kelli Carroll, Christina Hulet, and Greg presented on efforts underway for capital planning at Harborview Medical Center and the new Harborview Leadership Group, whose purpose is to help identify some facility and capital improvement to include in a potential capital bond to King County voters in 2020. She shared that it has been 20 years since the last capital bond and there have been significant changes in the community since then.

Christina mentioned that the Leadership Group is also analyzing and making recommendations in the general community for:

1. Harborview's clinical master plan needs
2. Prospective bond size and scope
3. Private philanthropy opportunities
4. Public Health Department needs
5. Housing needs for the mission population

6. Involuntary Treatment Act, client and court needs
7. Behavioral Health needs
8. Public Health Facilities beyond the HMC campus
9. Other public safety infrastructure needs

She shared that this represents a wide range of topics, so sub teams are exploring each to try and prioritize needs. Greg noted the importance of recognizing how these are intertwined; for example, how housing intersects with mental health and substance use disorder services. Jeff noted existing programs, like Medical Respite, and the importance of ongoing support to continue its effectiveness; in addition, new ideas like low-acuity respite and a behavioral health (BH) urgent care component of the new BH Institute.

Christina said the team is looking at prioritization and how to combine needs where possible, in determining recommendations to the King County Council, Harborview trustees, and the King County Executive. She said they are holding a series of focus groups to get input. She invited GC members to participate in a homeless health care focus group on Tuesday 10/15, 4:45 – 6:15pm. Denise suggested extending the invite to the CAG and HCHN Leadership Roundtable, which includes program leads from the nine contracted agencies; the GC concurred. Kelli said she can also share information on focus groups planned with other audiences, such as immigrant/refugee needs or housing. She said there will also be a larger town hall event in January 2020.

Michael Erikson asked if recommendations were limited to the current structure of Harborview or can be broader, to connect with Healthier Here on integration of services. Leslie Hulet responded that Harborview serves as the anchor but not exclusively; for example, previous bonds have funded public health clinics. She said the focus right now is existing facilities on Harborview's campus and how to maximize available services. She said the bond supports capital costs only, not operating expenses.

ADJOURN

The meeting adjourned at 5:52pm.

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