

**AC Care Connect Steering Committee Meeting Minutes**  
**September 21, 2018**  
**Brooklyn Basin/Tilden Room**  
**1900 Embarcadero, Suite 101, Oakland, CA 94606**

**Organizational Members:**

<input checked="" type="checkbox"/> <b>AAH:</b> Scott Coffin (Co-Chair)	<input checked="" type="checkbox"/> <b>AC3:</b> Kathleen Clanon (Co-Chair)	<input checked="" type="checkbox"/> <b>AHC:</b> Ralph Silber	<input checked="" type="checkbox"/> <b>AHS:</b> Tangerine Brigham for Delvecchio Finley
<input checked="" type="checkbox"/> <b>Anthem:</b> Beau Henneman	<input checked="" type="checkbox"/> <b>BHCS:</b> James Wagner for Carol Burton	<input checked="" type="checkbox"/> <b>EOBCZ:</b> John Jones III	<input type="checkbox"/> <b>EMS:</b> Karl Sporer
<input checked="" type="checkbox"/> <b>EOH:</b> Elaine De Coligny	<input checked="" type="checkbox"/> <b>HCSA:</b> Colleen Chawla	<input checked="" type="checkbox"/> <b>HCD:</b> Michelle Starratt for Linda Gardner	<input checked="" type="checkbox"/> <b>Probation:</b> Esa Ehman-Krause for Wendy Still
<input checked="" type="checkbox"/> <b>SSC:</b> Wendy Peterson	<input checked="" type="checkbox"/> <b>SSA:</b> Randy Morris for Lori Cox		

**AC Care Connect Staff:** Rebecca Alvarado, Halimah Anderson, Lora Ashworth, Colleen Budenholzer, Emily Claassen, Valerie Edwards, Hanna Flores, Kathleen Fraser, Nancy Halloran, Jennifer Martinez, Robert Ratner, Bridget Satchwell, Joy Sledge, Suzanne Warner, and Lillawa Willie

**Guests:** Cheryl Northfield (C&C), Amalia Freedman (RDA), Thato Ramoabi (RDA), Kira Gunther (RDA), Kimberly Aumack Yee (RDA), David Amarathithada (PAETC), Carol Wilkins, Laura Miller (CHCN), Itta Johnson (PCG), Cristina Cruz (PCG), Janet Myers (PAETC), Rhodora Ursua (AHC), Jamika Spruell (Anthem), Roshone Atkins (BFHP)

Agenda Item	Discussion Highlights	Action Item
Welcome	<ul style="list-style-type: none"> <li>• Scott Coffin convened the meeting</li> <li>• Halimah explained the presence of a video team, which is taping part of the Steering Committee and has been filming at the Trust clinic and Abode as well.</li> <li>• Laura Miller shared a patient story</li> <li>• John Jones accepted the request to be co-chair</li> </ul>	<ul style="list-style-type: none"> <li>- Scott will find a patient story</li> </ul>
Director's Report	<ul style="list-style-type: none"> <li>• Director's Report Highlights (Kathleen)</li> </ul> <p>Elaine noted a recent decision of the 9th circuit (Boise) which says that cities can't just tell people to move if they don't have a place to go.</p> <p><b>ATTACHMENTS (SEE BELOW):</b></p> <ul style="list-style-type: none"> <li>• AC Care Connect Director's Report (September 2018)</li> </ul>	<ul style="list-style-type: none"> <li>- Send the Mid-year report out to Steering Committee members</li> <li>- Report back with more information about the Boise decision</li> </ul>

Agenda Item	Discussion Highlights	Action Item
<p>Housing Coordination and Integration – Current State</p>	<ul style="list-style-type: none"> <li>Lora Ashworth presented on barriers to getting qualified people into housing, in particular the barrier of needed documents.</li> </ul> <p><b>ATTACHMENTS (SEE BELOW):</b></p> <ul style="list-style-type: none"> <li>Housing Solution For Health Powerpoint</li> </ul>	<ul style="list-style-type: none"> <li>Send out the slides All: identify who in your organization needs to understand the documentation requirements, and who can help</li> </ul>
<p>Housing Coordination and Integration – Brainstorming and Action Planning</p>	<p>The committee provided collective feedback:</p> <ul style="list-style-type: none"> <li>Beau -Training: train health care providers so all know the document requirements and get them going quickly (CB-CME's and Outreach Workers).</li> <li>James Wagner - Case Management teams could ask specific/ coordinated questions.</li> <li>Kathleen- Certify disability based on set criteria.</li> <li>Elaine - Access to HMIS licenses for healthcare providers, so they can put the information into HMIS.</li> <li>Ralph - Get drivers licenses from clinics (persons' health home) (look at the last visit location and ask for the ID).</li> <li>Scott - Increase the amount of contact information obtained. Often not comprehensive enough.</li> <li>Esa - With a ROI, SSA can give ID copies. Children, they would liaison with juvenile hall.</li> <li>Elaine - Review assessment workflows, get the ROI in there--- include all mainstream systems including HCSA, PCP, SSA</li> <li>Colleen - Coordination among county agencies, streamline processes as needed.</li> <li>High touch navigation support- can train people how to do that.</li> <li>Triple A- issues driver's licenses</li> <li>AHS- If a standardized form was created, they will implement. The fact that patients are on full scope Medi-Cal should be enough to say the documentation exist and they are eligible for housing supports.</li> <li>John - go to community events to reach people</li> <li>Wendy P- Senior Services has experienced intensive case managers who know how to do this work- tap into this resource as a model for getting it done.</li> <li>Need to think about how this could or should link into the CHR. Ensure the right things populate the CHR. Is there documentation that is already found that could push to HMIS?</li> </ul>	<ul style="list-style-type: none"> <li>Itta Johnson of PCG will follow up on improvement ideas</li> </ul>

Agenda Item	Discussion Highlights	Action Item
	<ul style="list-style-type: none"> <li>• Learn from TRUST Clinic, Santa Clara - What are they doing differently?</li> <li>• Look at the rules and see where there might be flexibility—e.g., MHSA</li> <li>• Pre-draft suggested language for local HUD to support changes</li> <li>• Start working documents right away, mine other systems for information</li> <li>• Cheryl: One-e-App has information</li> </ul>	
Adjourn	<ul style="list-style-type: none"> <li>• Next meeting: 3<sup>rd</sup> Friday, October 19<sup>th</sup>, 2018 from 3:00 – 4:30pm</li> </ul>	