



Meeting Minutes - Draft

CONTRA COSTA COUNTY Health Care for the Homeless

Wednesday, April 15, 2026

11:00 AM

YellowStone Room, 2500 Bates Ave.
St B., Concord, CA 94520
Zoom Webinar – Call In: (646) 518-9805,
ID: 924 0459 4598 Join Online:
<https://cchealth.zoom.us/j/92404594598>

Co-Applicant Governing Board

Chair: Rachna Pandya

Vice Chair: Daisy Gallegos

The meeting was called to order at 11:00 AM.

Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

1. Roll Call and Introductions

Board Members Present: Michael Callanan, Curtis Gee, Daisy Gallegos, JR Wilson, Alex Riggs, Mashal Kleven, O'Neill Fernandez, Praneeti Parjan, Claude Battaglia, Donnie Diego (CAB)

Board Members Absent: Rachna Pandya

Staff Present: Breanna Lingenfelter (HCH QI Team), Gabriella Quintana (HCH QI Team), Mia Fairbanks (HCH Nurse Program Manager), Kim Cullon (Health Services Clinics Manager), Jicara Collins (HCH Administrator), Karina Malone (CHW Manager)

Present Online: Rachael Birch (Project Director)

2. CONSIDER approval of the March 18, 2026 Health Care for the Homeless Co-Applicant Governing Board meeting minutes.

The board members present voted to approve the March 18, 2026 Health Care for the Homeless Co-Applicant Governing Board meeting minutes.

Motion: Curtis Gee

Second: Michael Callanan

3. RECEIVE an update on Health Care for the Homeless services from Nurse Program Manager Mia Fairbanks.

1. *Almost ready to advertise for tattoo removal*
 - a. *Hoping to have flyer out by end of week, goal is to start May 4th*
 - b. *Flyer will be shared with CoC and other partners*

2. *Will check out a few new options for new mobile clinic site*
 - a. *El Cerrito possibly*

3. *Partners with east bay ASPCA in Oakland*
 - a. *June 3rd outreach team will be doing some training on how to better interact with animals and their behaviors (signs of aggression, etc)*
 - b. *Looking into crisis boarding for clients – huge thing for our population especially when in need of surgery or rehab stays*

4. RECEIVE an annual update on the sliding fee discount scale from Project Director Rachael Birch and CONSIDER voting to approve.
 1. *Receive an annual update on the sliding fee discount scale*
 - a. *Every year we make updates to reflect the current federal poverty guidelines*
 - b. *This will be posted at all health centers*

The board members present voted to approve the sliding fee discount scale for 2026.

Motion: Praneeti Parjan

Second: Claude Battaglia

5. RECEIVE an update on HCH program productivity from Gabriella Quintana (HCH QI Team) and REVIEW 2025 UDS metrics.
 1. *UDS metric update*
 - a. *Expected trend of overall increase in patients – roughly 1,000 more than last year. No flags from UDS reviewers on trends for these measures*
 - b. *Expected increase in denominator for measures – no major shifts in birth weights, cancer screenings, BMI and tobacco screenings.*

 2. *Board member questions:*
 - a. *Is there a comparable county for us that we compare ourselves to?*
 - i. *Staff response: Alameda County is somewhat similar in terms of size but overall our populations differ and we have far more rural areas*

6. RECEIVE an update from the Joint Search Committee and CONSIDER accepting their recommendation for a new Project Director.

1. *Joint Seach Committee (JSC) met with Kim Cullom and Rachael Birch to review the single application submitted as well as the roles and responsibilities designated to the Project Director/Health Services Administrator Level C. Gabriella Quintana was the only HSD staff member to apply for this position.*

a. *JSC discussed the applicant and voted to waive the requirement for 3 candidates and agreed to recommend Gabriella to the board for final approval.*

The board members present voted to accept the JSC's recommendation and approve Gabriella Quintana as the new Project Director.

Motion: Michael Callanan

Second: Daisy Gallegos

7. RECEIVE an update on the Consumer Advisory Board (CAB) from Breanna Lingenfelter (HCH QI Team).

1. *Membership*

a. *Currently 4 members*

b. *Two new female applicants from Delta Landing – will hopefully vote in during next meeting on 4/22*

c. *Received CAB shirts – a huge thank you to Jicara!*

2. *Site Visit/Feedback*

a. *All positive feedback received during Bay Point site visit – no constructive criticisms*

b. *Hoping to collect feedback & work on recruit again at next site visit: either GRIP, Antioch Showers, or Fulton*

c. *Donnie suggested our barrier to collecting better feedback is that our surveys are not user-friendly*

i. *CAB brainstormed ideas for ways to improve feedback collection/engagement with HCH clients*

ii. *Current survey was finalized over a few months and a new version would require county approval*

iii. *Suggestions included verbally asking clients and writing down their responses ourselves*

iv. *Next few meetings will have time dedicated to identifying best strategies*

d. *Question from Daisy: how are they currently getting the surveys? Before or after their visits?*

Response: after their visits

e. *Question from O'Neill: are these paper surveys? Could we get tablets that read the surveys for them?*

Curtis noted that his team all use tablets in the field

f. *Staff will look into tablets as an option, paper surveys are the current method used*

g. *Mashal: in regards to literacy – maybe lower the grade level*

h. *O'Neill can help translate at GRIP*

8. DISCUSS board member recruitment and training.

1. *Upcoming training due:*

a. *Members – no new interested parties right now*

2. *Thank you for responding to email confirming quorum in advance*

3. *Will send reminders for Brown Act training*

9. DISCUSS future board meetings and all staff meetings.

1. HCH Clinic Visit

- a. Early Summer – EPP, El Portal Hope Solutions ; Mashal spoke with Bill and will work on getting a concrete date*
- b. Brookside - sometime in spring*

2. Staff will send out a poll to determine best time to schedule for the next month or so

10. DISCUSS any updates to Health Care for the Homeless services and other programs.

- 1. April 23rd – warm hand research center San Pablo Library Thursday from 10-2pm*
- 2. CORE just moved to a newer building – 2600 Standwell suite 100. Moving out of Bisso locations*

11. DISCUSS the next meeting's agenda and potential items of discussion.

The next meeting is currently scheduled for May 20, 2026 at 11:00 AM.

Adjourn

The meeting was adjourned at 11:42 PM.

For Additional Information Contact: Gabriella Quintana, at gabriella.quintana@cchealth.org