



Meeting Minutes - Draft

CONTRA COSTA COUNTY Health Care for the Homeless

Monday, December 22, 2025

9:30 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 9:40 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: Claude Battaglia, Michael Callanan, Curtis Gee, Praneeti Parjan, JR Wilson, Mashal Kleven

Board Members Absent: Rachna Pandya, Stephen Krank, Cayla Northrup, Daisy Gallegos

Staff Present: Jicara Collins (HCH Administrator), Breanna Lingenfelter (HCH QI Team), Online: Kim Cullom (Public Health Clinics Director)

Public Present Online: Alex Riggs, Jill Ray, O'Neil Fernandez, Laura Wagstaff

2. CONSIDER approval of the September 17, 2025 Health Care for the Homeless
Co-Applicant Governing Board meeting minutes. PROVIDE direction to staff as needed.

The board members present unanimously voted to approve the September 17, 2025 Health Care for the Homeless Co-Applicant Governing Board meeting minutes.

Motion: Mashal Kleven

Second: Curtis Gee

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

There were not any significant service updates. Health Care for the Homeless is still looking for a mobile clinic location in West County noting that hours of operation has been a conflict. Curtis Gee suggested a few church locations to consider and will share more details with staff. Staff noted that clinics are being covered as best as possible given the holidays.

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4. REVIEW Project Director requests and updates and CONSIDER approval of the 2026 Annual Budget.

The proposed 2026 budget was reviewed by the board members present and the project director. The project director clarified that all figures are current estimates and given the uncertainties with state and federal changes, it is unclear how the budget will be impacted. The board members present unanimously voted to approve the proposed 2026 budget.

Motion: Michael Callanan

Second: Claude Battaglia

5. RECEIVE an update on HCH program productivity and grants status.

The Non-Competing Continuation Application was due to HRSA in October. The COPHRI application was submitted, but Health Care for the Homeless was not awarded this grant.

6. DISCUSS board member recruitment and training and CONSIDER voting to remove and/or add board members.

The board members present discussed the current roster and decided to make some changes. The board members present unanimously voted to remove Cayla Northrup from the board as she has moved away from the area.

Motion: Curtis Gee

Second: Praneeti Parjan

The board members present unanimously voted to approve O'Neill Fernandez as their newest board member.

Motion: Michael Callanan

Second: Mashal Kleven

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

Membership

- a. Still currently 5 members, new faces have been attending meetings

Site Visit

- a. Visited Trinity shelter - similar results to other site visits – overall positive responses, minimal constructive feedback on areas of improvement. Still at 100% insured, majority have been homeless for more than 2 years, medical is the most commonly used HCH service
 - i. Trinity – exhaust fumes from van (smoke stack currently rerouting fumes straight up)
 - ii. “1 person 1 time was a little rude and abrupt but no one is perfect. . . “
 - iii. “treated us like we matter”

HCH Feedback

- a. Rodney – got an apt text reminder while doing the site visit at Trinity, couldn't remember what it was for or where it was. Knocked on the van door and Carmen gave him all the info he needed and offered to set him up with a ride
- b. Rick – they had set me up with all my prescriptions but someone stole my backpack so I lost them all. I was worried about it but HCH helped me get them all replaced right away – didn't give me a hard time about it either

8. DISCUSS future board meetings and all staff meetings.

HCH Clinic Visit

- a. Visited Antioch Showers 10/14
- b. Will confirm future site visits at next meeting so we can have broader input
 - i. El Portal - suggested for early summer
 - ii. Brookside - suggested for sometime in spring

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

Public health vending machines are expected to be delivered to clinic sites early next year.

10. CONSIDER discussing meeting time

The board members present discussed potentially changing the meeting schedule, but ultimately decided to leave it as it. If lack of quorum becomes an issue in the future, the board will revisit this discussion. The board members present suggested adjusting the meeting schedule in November and December to accommodate for varying holiday schedules.

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

The next meeting is currently scheduled for January 21, 2026 at 11:00 AM.

Adjourn

The meeting was adjourned at 10:50 AM.

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