

MINUTES OF THE HARRIS HEALTH SYSTEM BOARD OF TRUSTEES
HRSA Special Called Board Meeting
November 10, 2022
11:30 am

AGENDA ITEM	DISCUSSION	ACTION/RECOMMENDATIONS
<p>I. Call to Order & Record of Attendance</p>	<p>The meeting was called to order at 11:42 a.m. by Arthur Bracey, MD, Chair. It was noted that a quorum was present and the attendance was recorded. Dr. Bracey stated while some of Board members are in the room with us today, others will participate by videoconference as permissible by state law and the Harris Health Videoconferencing Policy. The meeting may be viewed online: http://harrishealthtx.swagit.com/live.</p>	<p>A copy of the attendance is appended to the archived minutes.</p>
<p>II. Public Comment</p>		<p>There were no public speakers present.</p>
<p>III. Item(s) Related to Health Care for the Homeless Program</p>	<p>A. Review and Acceptance of the Following Report(s) for the Health Care for the Homeless Program (HCHP) as Required by the United States Department of Health and Human Services, which Provides Funding to the Harris County Hospital District d/b/a/Harris Health System to Provide Health Services to Persons Experiencing Homelessness under Section 330(h) of the Public Health Service Act</p> <ul style="list-style-type: none"> • HCHP November 2022 Operational Update <p>Dr. Jennifer Small, Executive Vice President, Ambulatory Care Services, announced Dr. Nelson Gonzalez, Grants Project Manager, HCHP. Dr. Gonzalez provided an overview of Harris Health’s Health Care for the Homeless Program, Federally Qualified Health Centers (FQHCs) and HRSA key requirements for FQHCs. He stated that HCHP has eight (8) shelter based clinics, four (4) mobile units for medical, dental and outreach services within the homeless community. Dr. Gonzalez shared that HCHP has provided primary health care since 1988 and it is the oldest FQHC in Harris County. Additional services provided includes mental health, substance abuse, dental, health promotion and prevention, case management/social work, eligibility assistance, HIV services and Class D Pharmacy. Dr. Gonzalez mentioned that FQHCs are non-profit health centers located in medically underserved areas that provide comprehensive primary care, behavioral health and dental services to all individuals regardless of their ability to pay. FQHCs offer a sliding fee scale based on income for the uninsured. Dr. Gonzalez provided a brief overview of the Health Center Program fundamentals as well as key health center program requirements. There are nineteen (19) key health center program requirements which are divided into four (4) categories: 1) Need, 2) Services, 3) Management & Finance and 4) Governance. Dr. Gonzalez shared that the program conducts a needs assessment every three (3) years; the last assessment was completed in 2020.</p>	<p>Motion No. 22.11-150 Moved by Dr. Ewan Johnson, seconded by Ms. Alicia Reyes, and unanimously passed that the Board approve agenda item III.A. Motion carried.</p>

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	<p>As it relates to required and additional services, Dr. Gonzalez stated that for any services who are not provided directly through the program, HCHP has contracted with Baylor for Psychiatry Services, Cenikor Foundation for Substance Abuse Services, and University of Texas School of Dentistry for Dental Services. Dr. Gonzalez noted that the programs staffing requirements outline that each health center must maintain a core staff as necessary to carry out all required health services and additional health services as appropriate and necessary. Staffing should be culturally and linguistically appropriate for the population being served. Dr. Gonzalez stated that the health centers must provide services at times and locations that assure accessibility and meet the needs of the population to be served. He also shared that the health centers must provide professional coverage during hours when the center is closed. Dr. Gonzalez mentioned that health center physicians must have admitting privileges at one (1) or more referring hospitals, or other such arrangement to ensure continuity of care. He stated that the health centers must have a system in place to determine eligibility for patient discounts adjusted on the basis of the patient ability to pay. He noted that the sliding fee schedule is updated on an annual basis and that the sliding fee policy is reviewed at least every three (3) years. Dr. Gonzalez shared that the health centers must have an ongoing Quality Improvement/Quality Assurance (QI/QA) program that includes clinical services and management and that maintains the confidentiality of the patient records. He shared that the health centers must maintain a fully staffed health center management team as appropriate for the size and needs of the center. He also noted that the health centers must exercise appropriate oversight and authority over all contracted services. Dr. Gonzalez stated that the health center must make effort to establish and maintain collaborative relationships with other health care providers, including other health centers, in the service area of the center. The health center secures letter(s) of support from existing health centers. He explained that the health center must maintain accounting and internal control systems appropriate to the size and complexity of the organization reflecting Generally Accepted Accounting Principles (GAAP) and separate functions to safeguard assets and maintain financial stability. He stated that health centers must have documented billing and collections policies and procedures in place to maximize reimbursement. He also shared that the health center has a developed a budget that reflect the costs of operations, expenses, and revenues, including the Federal grant, necessary to accomplish the service delivery plan, including the number of patients to be served. The health center has systems which accurately collect and organize data for timely program reporting. Dr. Gonzalez stated that the health center maintains its funded scope of project (sites, services, service area, target population and providers), including any increases based on recent grant awards. He shared that the health center Governing Board maintains appropriate authority to oversee the operations of the center. The Board must hold monthly meetings, approve health center grant budgets, performance evaluation of the health center's program director, select services to be provided and the health center hours of operations; engage in strategic planning, and establish general policies for the health center.</p>	

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	<p>The health center’s Governing Board is comprised of individuals, a majority (at least 51%) of whom are being served by the center and, who as a group, represent the individuals being served by the center in terms of demographic factors such as race, ethnicity and sex. The program has been granted HRSA approved waiver for Board composition. Dr. Gonzales shared that the health center’s bylaws or written corporate board approved policy include provisions that prohibit conflict of interest by Board members, employees, consultants, and those who furnish goods or services to the health center. A copy of the presentation is available in the permanent record.</p>	
	<p>B. Approval of HCHP Annual Training</p>	<p>Motion No. 22.11-151 Moved by Dr. Ewan Johnson, seconded by Ms. Alicia Reyes, and unanimously passed that the Board approve agenda item III.B. Motion carried.</p>
<p>IV. Consent Grant Agreement Recommendations</p>	<p>A. Approval to Ratify Second Amendment of an Interlocal Agreement Between the Harris County Hospital District d/b/a Harris Health System and Harris County Public Health Funded by Ryan White HIV/AIDS Treatment Extension Act of 2009 Part A to Provide Primary Medical Care, Psychiatric Services, Obstetric and Gynecological Care, and Local Pharmacy Assistance Program to HIV Positive Patients of Harris Health System for a Term of March 1, 2022 – February 28, 2023</p> <p>Dr. Small noted that items IV.A and IV.B are HRSA funded programs related to Thomas Street Health Center.</p>	<p>Motion No. 22.11-152 Moved by Ms. Alicia Reyes, seconded by Dr. Ewan Johnson Ms. Alicia Reyes, and unanimously passed that the Board approve agenda item IV.A. Motion carried.</p>
	<p>B. Approval to Ratify a Grant Award Funding Increase from the United States Department of Health Resources and Services Administration (HRSA) to the Harris County Hospital District d/b/a Harris Health System Funded by Part C of the Ryan White HIV/AIDS Treatment Extension Act of 2009 to Provide Early Intervention Primary Medical Care to HIV Positive Patients of Harris Health System</p>	<p>Motion No. 22.11-152 Moved by Ms. Alicia Reyes, seconded by Dr. Ewan Johnson Ms. Alicia Reyes, and unanimously passed that the Board approve agenda item IV.B. Motion carried.</p>
<p>V. Adjournment</p>	<p>Moved by Mr. Lawrence Finder, seconded by Ms. Jennifer Tijerina, and unanimously approved to adjourn the meeting.</p> <p>There being no further business to come before the Board, the meeting adjourned at 12:01 p.m.</p>	

I certify that the foregoing are the Minutes of the Harris Health System Board of Trustees Special Called Board Meeting held on November 10, 2022.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'A. Bracey', with a large loop at the end.

Arthur Bracey, M.D., Chair

A handwritten signature in blue ink, appearing to read 'Andrea Caracostis', with a large loop at the end.

Andrea Caracostis, M.D., Secretary

Minutes transcribed by Cherry Pierson

Thursday, November 10, 2022

Harris Health System Board of Trustees HRSA Special Called Board Meeting – Attendance

Note: For Zoom meeting attendance, if you joined as a group and would like to be counted as present, please submit an email to: BoardofTrustees@harrishealth.org before close of business the day of the meeting.

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
Dr. Arthur W. Bracey (Chair)	Ms. Mia Mends
Dr. Ewan D. Johnson (Vice Chair)	
Dr. Andrea Caracostis (Secretary)	
Ms. Alicia Reyes	
Director Barbie Robinson	
Ms. Jennifer Tijerina	
Professor Marcia Johnson	
Mr. Lawrence Finder	

EXECUTIVE LEADERSHIP
Dr. Esmaeil Porsa, President & Chief Executive Officer
Ms.Carolynn Jones, Executive Vice President & Chief Compliance and Risk Officer
Mr. Dwight Dopslauf, Purchasing Agent, Harris County Purchasing Office
Ms. Errika Perkins, Chief Assistant County Auditor, Harris County Auditor’s Office
Dr. Glorimar Medina-Rivera, Executive Vice President, Ben Taub Hospital
Dr. Jackie Brock, Executive Vice President & Chief Nursing Executive
Dr. Jennifer Small, Executive Vice President, Ambulatory Care Services
Mr. Louis Smith, Senior Executive Vice President & Chief Operating Officer
Ms. Maria Cowles, Senior Vice President, Chief of Staff
Dr. Martha Mims, Vice Chair, Medical Executive Board
Dr. Matasha Russell, Chief Medical Officer, Ambulatory Care Services
Ms. Sara Thomas, Vice President Legal Affairs/Managing Attorney, Harris County Attorney’s Office
Dr. Sandeep Markan, Chief of Staff, Ben Taub Hospital
Dr. Steven Brass, Executive Vice President & Chief Medical Executive
Dr. Tien Ko, Chief of Staff, Lyndon B. Johnson Hospital
Ms. Victoria Nikitin, Executive Vice President, Chief Financial Officer

OTHERS PRESENT

Antoinette "Toni" Cotton	Matthew Schlueter
Daniel Smith	Nelson Gonzalez
Derek Curtis	Nicholas Bell
Ebon Swofford	Paul Lopez
Jennifer Zarate	Randy Manarang
Jerald Summers	Sharon Brantley Smith
Matthew Reeder	