Parkland

HOMES
Homeless Outreach Medical Services
Agenda

The agenda for the Board of Managers HOMES meeting of the Dallas County Hospital District is scheduled for **Wednesday, June 18, 2025, at 12:30 PM** at 5200 Harry Hines Blvd, Dallas, Texas, 75235 WISH Building Conference Room 02-175. (If assistance is needed in locating the room, please see the Administration receptionist on the 4th floor, 04-131.) Videoconferencing access is also possible via Webex. That application is available at https://www.webex.com/downloads.html. Teleconferencing access is possible by calling +1-415-655-0001. Both virtual access forms require inputting (meeting number: 2319 531 9656; meeting password: 1234) to join the meeting. The ***Board of Managers HOMES*** reserves the right to exercise discretion and may convene in Executive Session as permitted by Texas Government Code §§551.071 (consultation with attorney), 551.072 (deliberations regarding real estate), 551.074 (personnel matters), 551.076 (deliberations regarding security devices or security audits), 551.078 and/or 551.0785 (deliberations by medical committee or by governmental body that administers a public insurance, health or retirement plan regarding individuals' medical or psychiatric records), 551.085 (deliberation by governing board of certain providers of health care services), 551.087 (deliberation regarding economic development negotiations), 551.088 (deliberation regarding test item); Texas Government Code §418.183 (deliberation of information under §§418.175 – 418.182 for purposes of disaster management or disaster planning); Texas Health & Safety Code §161.032 (medical committee or medical peer review committee records, information or reports; and/or medical committee or medical peer review committee proceedings under Tex. Health & Safety Code Chapter 161 and/or Tex. Occ. Code Chapters 151 and 160); and/or as otherwise authorized by law on any item listed below. The ***Board of Managers HOMES*** may consider any of the agenda items in open or executive session and may continue the meeting as necessary to accomplish the business at the time and place designated by the Chair to reconvene.

		PAGE	TIME (MIN)	PRESENTER(S)
I.	**Determine the Presence of a Quorum /Call to Order/Mission Statement** ***Advance Wellness | Relieve Suffering | Develop and Educate*** **I CARE** **I**ntegrity **C**ompassion and Collaboration **A**ccountability **R**espect **E**quity **Public Comments Regarding Agenda Items** *See public comment registration information and rules at https://www.parklandhospital.com/board-of-managers* The agenda has been developed by the Chief Governance Officer in consultation with the Board Chair and reviewed and affirmed by Counsel.			Chair
II.	**Consent Agenda**			
A.	Appropriate Action Regarding Minutes 2025-05-21 HOMES	3	1	Chair
B.	Appropriate Action regarding Minutes 2025-06-09 HOMES Advisory Board	8		
III.	**Reports Requiring Deliberation(s) and/or or Possible Action**			
A.	Operations Update (day-to-day operations including but not limited to-staffing/operational challenges/partner site activity)	14	3	Kyla Rankin
B.	Management and Finance Update (volume, revenue, expenses, overtime)	15	3	
C.	Governance Update: Organization of HOMES meetings, Upcoming Meetings (HOMES advisory board which meets the 2nd Monday of every other month)	16	3	

		PAGE	TIME (MIN)	PRESENTER(S)
D.	Review and discuss provisions of the Health Resources and Services Administration (HRSA) Compliance Manual Requirements: Chapter 5 Clinical Staffing	18	3	
E.	Update and Report on Unit Based Council (UBC) Water Bottle Collection Event Timeline	20	3	
IV.	**Action Items**			
A.	Board May Take Action on Any Agenda Item(s) Above			Chair
V.	**Adjourn**			
A.	Closing Remarks			
B.	Call to Adjourn			

Appropriate Action Regarding Minutes 2025-05-21 HOMES

Parkland

MINUTES

Dallas County Hospital District Board of Managers

HOMES
May 22nd, 2025

Minutes of the Board of Managers HOMES meeting of the Dallas County Hospital District, held Wednesday, May 22nd, 2025, scheduled for 12:30 pm, or directly following the Quality and Safety Meeting in the WISH 02-175 Executive Conference Room at Parkland Health and via Webex. These minutes do not constitute a certified agenda for the meeting.

I. Attendance and Call to Order

Chair Marjorie Petty noted that a quorum was physically present and called the meeting to order at 12:30 pm.

Board Member attendees included: Vincent Hall, Lisa Sutter (via Webex), Todd Furniss, JD, Eric G. Bing, MD, Byron Cryer MD, Reina Gonzalez, JD, Farida Minner, RN (via Webex), Ramon Miguez, PE, (via Webex), and Yasmin Simon, JD.

Staff Present (via Webex and in-person) included:

Brett Moran, Chief Health Officer
Donna Richardson, EVP & CNE
Edmundo Castañeda, EVP & Chief Operating Officer
Felicia Miller, EVP & Chief Talent Officer
Francesco Mainetti, SVP Ambulatory Clinic Ops
Fred Cerise, President & Chief Executive Officer
James Perez, VP Clinical Operations - COPC
Jessica Hernandez, SVP & Chief Health Equity Officer
Joseph Chang, Chief Medical Officer
Joe Mayer, Treasurer
Michelle Ng, Administrative Resident
Michael Lane, SVP & Chief Quality and Safety Officer
Morgan Simmons, Governance Program Coordinator
Melanie Roberts, SVP/Chief Compliance & Ethics Officer
Rick Humphrey, EVP & Chief Financial Officer
Saul Cordero, SVP & Chief Governance & Strategy Officer
Steven Roth, EVP & Chief Legal Officer

Additional Attendees:
Don Hwan Lim – Parkland Pastoral Education Resident
Tzeddabrhan Kidane – Executive Assistant, Dallas County

II. Mission Statement

Chair began the meeting by stating the mission statement:
Advance Wellness | Relieve Suffering | Develop and Educate

III. Public Comments Regarding Agenda Items

No members of the public registered for comments regarding the agenda items.

IV. Conflicts of Interest

After review of the agenda, the Chair noted zero conflicts of interest for Board Members present.

V. Consent Agenda

A. Appropriate Action Regarding Minutes 2025-04-23 HOMES

Vincent Hall motioned for the approval of the Consent Agenda. Yasmin Simon seconded the motion. The motion passed unanimously.

VI. Reports Requiring Deliberation(s) or Approval(s)

A. Operations Update (day-to-day) operations, including but not limited to – staffing/operational challenges/partner site activity)

Kyla Rankin presented the operational update. Regarding staffing, Kyla mentioned that two full-time positions are open for a dental assistant and a dentist. Kyla reported on site updates, which include the mobile units at Metro-Crest Social Services, St. Jude, and Golden Gate, along with a fixed site location at the Salvation Army. Kyla mentioned that she has been reviewing the sites quarterly and trying to make some changes based on the data gathered. One of these changes includes the addition of a new community partner, Metro Press Social Services in Addison, TX.

Kyla updated the Board on the current state of the StewPot location transition. The current state has a mobile medical unit 5 days per week and a dental unit 4 days per week. Some challenges with the StewPot transition include driver overtime and a lack of physical space within the mobile unit.

Dr. Byron Cryer asked Kyla to explain the layout and current location of the StewPot comapred to the future state. Kyla reviewed the image of the StewPot location and explained where the mobile units typically park in relation to the building.

Ramon Miguez suggested to Kyla that she should consider doing an overview and analysis of whether adding staff would be advantageous financially and otherwise.

Kyla mentioned there may be a solution to keep the mobile unit in a fixed position to aid with driver overtime.

B. Management and Finance Update – volume, revenue, expenses, and overtime

Kyla mentioned the number of unduplicated patients is 3767, which is 33% of the annual goal of 9192 unduplicated patients. Kyla also mentioned the variances due to overtime with the drivers, which she is working to minimize.

C. Governance Update: Organization of HOMES meetings, Upcoming Meetings (HOMES advisory board, which meets on the 2nd Monday of every other month)
Kyla mentioned the next HOMES Advisory Board meeting will be held on Monday, June 9th, 2025, at 11:30 AM with a hybrid option available.

D. Quarterly HOMES Compliance Update
Roshan Thayil presented an overview to the Board of the Compliance and Ethics Program Activities relating to HOMES and the Board. Roshan mentioned that the annual compliance risk assessment will occur in June, and the workforce will be trained for this in July and August. The Board will have the live annual compliance training session in September 2025. Lastly, the Annual Compliance Campaign regarding conflicts of interest and HRSA-specific questions will occur in February 2026.

E. Review and discuss provisions of the Health Resources and Services Administration (HRSA) Compliance Manual Requirements – Chapter 9 Sliding Fee Discount
Kyla reminded the Board of the HRSA Compliance manual, which has 21 chapters, 19 of which are requirements in four areas:

- Clinical
- Financial
- Governance
- Annual training has been added as the 20th requirement.

F. HRSA Update
Kyla mentioned that her team had attended the National Health Care for the Homeless conference. Kyla updated the Board on Federal Policy Updates, starting with the major disruptors for HHS and HUD in staffing, which may lead to longer wait times. Kyla mentioned that typically, if she had a question, she could email a coordinator from HRSA and get a response within a week, but now it may take longer, and all questions should be submitted through the HRSA portal. Kyla mentioned the budget is expected to stay flat with no supplemental funds expected. Kyla reported on some continuing trends HRSA reports on in various programs nationwide: respite, street medicine, staff burnout, and advocacy.

G. Update and Report on the State of Homeless Address 2025
Kyla mentioned that the current count was 3,541 people experiencing homelessness on a given night. Since 2021, homelessness has been reduced by 28% by focusing on public-private partnerships, providing temporary housing, and scaling diversion. Kyla said she believes the current group working on this has made the most progress in Dallas.

VII. Adjourn

With no further business to discuss, Elizabeth Palacios adjourned the meeting at 12:55 pm.

SO RECORDED:

_____	_____
Marjorie D. Petty, JD	Steven Roth, JD, MPH
Chair	Assistant Secretary

Appropriate Action Regarding Minutes 2025-06-09 HOMES Advisory Board

HOMES ADVISORY BOARD
MEETING MINUTES

Date: 6/9/2025 **Time:** 11:30 **Location:** Moody Outpatient Center/Zoom

Facilitators: Kyla Rankin

Attendees							
x	Kyla Rankin		Marjorie Petty		Farida Minner	x	Wanda Wonzer
	Sara Galvez		Margie Roberts	x	Michael Gilot		Rebecca Hickom
	Dolores Diaz		W.R. Cunningham	x	Vicki Gies	x	Charsha Crump
x	Donna Persaud		Bill Gies	x	Josh Ervin	x	Vanessa Martinez
Guests							

	Agenda Item/ Presenter	Discussion	Action items
	Minutes	- Minutes were approved by Mr. Gilot and Ms. Wonzer	
	Staffing	- Only posted position is for a dentist. Dr. Hogan is still on staff, however he has turned in his resignation & the interview process has started. This will potentially ensure less downtime. - New staff since last Advisory Board are Grant Johnson, Peer Navigator, Ashley Patan, Medical Practice Assistant and Jacqueline Lopez, Medical Practice Assistant. - A new Dental Assistant and Registered Nurse are starting in July.	
	Operations	- There are some changes to HOMES schedule and have added services to Metrocrest Social Services and St. Jude Vantage Point. We terminated services with Golden Gate and added more service time to Cenikor and Austin Street. Mosaic's day was changed to hopefully be able to accommodate the needs of the sites better. - HOMES staff annual safety training will occur during the June staff meeting. - Parkland will be putting out for bid our residential substance abuse treatment contract. Mr. Gilot asked if Parkland has detox services. Dr. Persaud informed him that the closest detox will likely be at the new UTSW facility on Harry Hines. - Currently when staff need supplies at sites, a nurse will email a designated nurse so that she can place supplies in outgoing mail to go to sites. HOMES has created a form that everyone can use to place an order for supplies or if we need to report an issue. This will be piloted for a month and see how the process works. if the process is not well received, staff will return to previous process. - Frank supervises/manages all mobile units and staff, Frank also manages other units (Mammography, WISH, CHNA). HOMES is not the business owner of the other units. Parkland now has a Fleet Management department that will manage all fleet. They will manage all vehicles across the system and Frank will manage drivers (CDL)-potentially across 2 or 3 departments. We are hoping that this will help all departments by cross training and having greater flexibility to manage PTO & call-ins - Stewpot-HOMES currently operates mobile medical daily (Mon-Fri) and dental mobile four days a week. There is a reduction in volume, however, the volume is consistent with the staffing and space. Driver overtime is a challenge. Parkland has agreed to Stewpot construction and contractors executing the renovations with Parkland's input. Ms. Wonzer	

Parkland

HOMES ADVISORY BOARD
MEETING MINUTES

Date: 6/9/2025 **Time:** 11:30 **Location:** Moody Outpatient Center/Zoom

Facilitators: Kyla Rankin

		asked about vision services for our patients. Ms. Wonzer was informed that our providers refer patients to Parkland for vision needs. Parkland will pay fair market rent on the Stewpot space moving forward. HOMES clinic at the Stewpot will be approximately 2,200 square feet and will accommodate medical, dental and behavioral health staff. - New Salvation Army site will open August 2027. This site will be located on 8625 N. Stemmons Frwy. It consists of multiple buildings and HOMES will have clinic space and is expected to be co-located with Metrocare.	
	Ambulatory Care Division Update	- This is just a reminder of the five pillars that leadership is looking at. • Staff Engagement • Productivity • Quality of Car • Access • Patient Satisfaction/Customer Service - Ambulatory Care has named Francesco Mainetti the new Senior Vice President. - In May, Parkland had system wide annual Celebrate US-employee appreciation. Staff were provided treats, lunch and t-shirts. - FY26 budget planning, leadership does not expect any major changes. - ANCC Magnet Designation for Parkland health was discussed.	
	HRSA update	- Kyla, Dolores and Dr. Persaud attended the National Health Care for the Homeless Conference in May. Some of the federal policy updates were about the major disruptions for HHS and HUD, potential longer wait times for draw downs and increased response times, DEI, Gender Affirming Care and Immigration. The budget is expected to remain flat and there no supplemental funds are expected. Some of the continuing trends are lived experience, respite, street medicine, staff burnout and collaboration and advocacy. Next year's conference will be held in Orlando. - One of the other things they talked about was that the patient target might be eliminated by HRSA. They are reevaluating the way this is determined.	
	Community Connections	- HOMES did a couple of focus groups for the CHNA. One at Austin Street and another at The Bridge. HOMES will be included in the CHNA data. This assessment is done every three years. - CROWN Project – Parkland has their first nurse scientist, and she reached out to a New York hospital to gather information regarding this project. Parkland received $100,000 award for this project. HOMES received 100 kits of commercial hair products (shampoo, conditioner, treatment, bonnets and combs), staff will distribute at Dallas Deflection. .	
	State of Homelessness Address	- Kyla attended the State of Homelessness Address, there are an estimated 3,541 people experiencing homelessness. Mr. Gilot and Mrs. Gies both thought this number is too low. Kyla explained that this is just a snapshot of one night and the only people they encountered. There is still a lot of work that needs to continue. Ms. Gies asked what happened with the	

HOMES ADVISORY BOARD
MEETING MINUTES

Facilitators: Kyla Rankin

		outreach. She said no one has come out to talk to them about housing. The only one was Wayne Walker but no one else has been out there. Kyla said the message that was being given is that current efforts are focused on downtown area & developing a model that works that can be replicated throughout the city. Kyla will reach out to the Housing Forward team to advocate for a team to go out and speak with Ms. Gies in her area. (White Rock creek)	
	Looking ahead	- Stewpot Transition - FY 26 Budget Plans - 4th Annual Reusable Water Bottle Drive - Employee Engagement	
	Next meeting	- Next HOMES Advisory board meeting is August 11, 2025.	

The minutes, records and improvement activities operate under HB 4495b and the Texas Health & Safety Code, Sec. 161.031 & 161.032 affording protection from disclosure or discovery. Records of these committees are not public and are not subject to court subpoena. Records may be made available to persons who have a right to review the records and who are required to keep the information confidential.

Parkland

Homeless Outreach Medical Services Program Monthly Update Report – June 2025

Kyla Rankin, Project Director

Agenda

- Operational Updates
  - Operations
  - Management and Finance
- Governance
- HRSA Compliance-Chapter 5
- Unit Based Council (UBC)

Operations Updates

- Staffing
  - 1.0 FTE Dentist
- Site Updates
  - Metrocrest social services
- Fleet Management
  - Mobile unit management will transition from HOMES
  - Driver staff management will remain with HOMES
- Stewpot
  - Volume
  - Mobile unit parking

Management & Finances – May

Unduplicated	GY to Date	Annual Goal	% to Goal	% Year Complete
Patients	4326	9192	47%	41%

FY	Month				Year to Date			
Metrics	Actual	Budget	Variance	% Var	Actual	Budget	Variance	% Var
Visits	2701	3478	(777)	-22.3%	24,979	26,206	(1226)	-4.7%
Expenses	$732,315	$747,626	$15,310	2.0%	$5,675,669	$6,041,624	$365,955	6.1%
Charges	2,385,198	$2,723,882	($338,684)	-12.4%	$18,560,924	$20,526,717	($1,965,793)	-9.6%
Revenue	$39,711				$341,190			
Commercial	$1657				$6644			
Medicaid	$25,472				$204,696			
Medicare	$12,582				$129,850			
FTE	62.68				61.03			
FTE - OT	.71	1.11	0.40	36.0%	1.10	1.11	0.01	1.0%

June 18, 2025

- HRSA recommendation is claims billed in less than 30 days.
- HRSA grant year: January 1, 2025 to December 31, 2025

Governance

- HOMES Advisory Board Meeting
  - Monday-June 9, 2025-11:30 am

    4 consumer members present
  - Next meeting

    Monday-August 11, 2025

HRSA Compliance manual

The HRSA Compliance Manual has 21 chapters which cover 19 requirements in the three (3) areas:

1. Clinical
2. Finance
3. Governance
4. Annual training has been added as a 20th requirement

HRSA Health Center Program Compliance Requirements Chapter 5: Clinical Staffing

Requirements

- Provide the required primary health services and approved additional health services
- Services are available and accessible promptly and in a manner that will assure continuity of services
- Utilize staff that are qualified by training and experience

HRSA Health Center Program Compliance Requirements Chapter 5: Clinical Staffing

Demonstrating Compliance

- HRSA Approved Form 5A: Services Provided
- Consider the size, demographics, and health needs of its population
  - Community Needs Assessment
  - Staffing Profile
- Operating procedures for all initial and recurring review of credentials and privileges for all clinical staff members
  - Policy: Privileges – Requirements for HRSA Providers
  - Policy: Credential and Privilege Requirements for HOMES Other Clinical Staff
  - Policy: Verification of Privileges
- Maintain files or records for its clinical staff
  - Medical Staff Professional Services
  - Office of Talent Management: Employee files

Unit Based Council (UBC)

Questions?