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, October 29, 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: 2314 890 4807; 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 2025-09-24 HOMES	3	1	Chair
B.	Appropriate Action Regarding Minutes 2025-10-13 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)	13	3	Kyla Rankin
B.	Management and Finance Update (volume, revenue, expenses, overtime)	14	3	Kyla Rankin
C.	Governance Update: Organization of HOMES meetings, Upcoming Meetings (HOMES advisory board which meets the 2nd Monday of every other month)		3	Kyla Rankin

		PAGE	TIME (MIN)	PRESENTER(S)
D.	Quarterly Quality Data Review for HOMES (HRSA metrics, scorecard-safety posts, patient surveys)	15	3	Kyla Rankin
E.	Review and Discuss Provisions of the Health Resources and Services Administration (HRSA) Compliance Manual Requirements: Chapter 11- Key Management	26	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 2025-9-24 HOMES

Parkland

MINUTES

Dallas County Hospital District Board of Managers

HOMES
September 24th, 2025

Minutes of the Board of Managers HOMES meeting of the Dallas County Hospital District, held Wednesday, September 24th, 2025, scheduled for 12:30 pm, or directly following the Annual Board Compliance Training 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 12:32 pm.

Board Member attendees included: Vincent Hall, Lisa Sutter, Reina Gonzalez, JD, Farida Minner, RN, Ramon Miguez, PE, Elizabeth Palacios, MD, Byron Cryer, MD, and Yasmin Simon, JD.

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

Brad Nitschke, Interim EVP Legal Affairs
Brett Moran, Chief Health Officer
Donna Richardson, EVP & Chief Nursing Officer
Edmundo Castañeda, EVP & Chief Operating Officer
Francesco Mainetti, SVP Ambulatory Clinical Operations
Fred Cerise, President & Chief Executive Officer
James Perez, VP Clinical Operations
Joseph Chang, Chief Medical Officer
Keri Disney-Story, VP/Clinical Finance
Kyla Rankin, HOMES Project Director
Melanie Roberts, SVP & Chief Compliance and Ethics Officer
Michelle Ng, Administrative Resident
Michael Lane, SVP & Chief Quality and Safety Officer
Morgan Simmons, Governance Program Coordinator
Rick Humphrey, EVP & Chief Financial Officer
Saul Cordero, SVP & Chief Governance & Strategy Officer
Steven Roth, EVP & Chief Legal Officer

Additional Attendees: None

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

V. Consent Agenda

A. Appropriate Action Regarding Minutes 2025-08-27 HOMES

Vincent Hall motioned for the approval of the Consent Agenda. Elizabeth Palacios 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 provided several updates. She noted that the agenda was standard for the monthly meeting, with the only item requiring approval being the annual budget recommendation. Kyla reported that three FTEs are currently in progress, with interviews underway in collaboration with OTM. She anticipates hiring soon but mentioned that the dentist position may take longer due to extended onboarding processes for providers. Kyla also reminded the board of the upcoming clinic at the Salvation Army site, scheduled to open in 2027, and confirmed that the concrete has already been poured, keeping the project on track. Regarding the residential substance abuse contract, Kyla explained that it is a requirement from HRSA and that the current contract has expired. Her team is working through the RFP process, currently in Phase Two, with plans to move into Phase Three, where subject matter experts will review all submitted bids. Lastly, Kyla shared a photo from the "Future in Focus" event held at Moody on September 13, highlighting the various career opportunities available at Parkland.

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

Kyla mentioned the number of unduplicated patients is 6,321, which is 68% of the annual goal of 9,192 unduplicated patients. Kyla also mentioned the slight decrease in overtime for the month of August, and she is working to minimize these hours further.

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, October 12th, 2025, at 11:30 AM with a hybrid option available.

D. Review and discuss provisions of the Health Resources and Services Administration (HRSA) Compliance Manual Requirements – Chapter 17 Budget

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.

Kyla mentioned the budget chapter reviews how the budget is submitted, discusses all revenue sources and identifies projected costs. Any costs from non-HRSA related activities that are conducted by the health center will not be included in the budget.

E. Deliberation and Appropriate Action Regarding HOMES Annual Budget

Kyla presented the HOMES budget for consideration. She explained that this is year three of the service area competition, with the next competitive cycle occurring next year. The budget includes a $3.6 million request under the HRSA-specific categories. Kyla stated that the travel category includes services such as Uber Health, which is occasionally offered to patients, as well as travel related to attending health-related events. She also referenced the residential substance abuse treatment contract previously discussed. In the "Other" category, Kyla noted that it typically includes membership dues for organizations such as Healthcare for the Homeless and Housing Forward. She clarified that the only difference is that HRSA operates on a calendar year while Parkland uses a fiscal year, and adjustments are made to align the two.

BUDGET NARRATIVE-CY2026			
Grant #: H80CS00039			
REVENUE	Year 3: Federal Request	Year 3: Non-Federal Resouces	Year 3 Total
SAC Grant Request	$3,675,132	$0	$3,675,132
Applicant Organization	$0	$5,548,153	$5,548,153
State Funds	$0	$0	$0
Local Funds	$0	$0	$0
Other Federal Funding	$0	$0	$0
Other Support	$0	$0	$0
Progam Income	$0	$500,000	$500,000
Total Revenue	**$3,675,132**	**$6,048,153**	**$9,723,285**

Ramon Miguez motioned for the approval of the HOMES Budget. Vincent Hall seconded the motion. The motion passed unanimously.

VII. Adjourn

With no further business to discuss, Elizabeth Palacios adjourned the meeting at 12:38 pm.

SO RECORDED:

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

Appropriate Action Regarding
Minutes 2025-10-13 HOMES Advisory Board

HOMES ADVISORY BOARD
MEETING MINUTES

Date: 10/13/2025 **Time:** 11:30 **Location:** Moody Outpatient Center/Zoom

Facilitators: Kyla Rankin

Attendees							
x	Kyla Rankin	x	Charsha Crump	x	Farida Minner	x	Wanda Wonzer
x	Sara Galvez		Margie Roberts		Marjorie Petty		Rebecca Hickom
x	Dolores Diaz		Elfreida Cole	x	Vicki Gies		
x	Donna Persaud		Josh Ervin				
Guests							

	Agenda Item/ Presenter	Discussion	Action items
	Minutes	- Minutes were approved by Ms. Wonzer and Mrs. Gies.	
	Staffing	- Sara Galvez, Operations Manager informed the advisory board that she will be leaving Parkland in November. - Darla Page, RN will be retiring after 21 years of service at Parkland. Dolores will start working on filling this position. - Driver position has been filled and new driver will start 10/27. - Interviews are in process to fill the dentist position. - Behavioral Health leadership screened potential candidates for the mental health counselor position. HOMES leadership will interview the three candidates.	
	Operations	- HOMES -no new sites have been added. HOMES has regular touchpoints with sites. - Flu outreach events are being provided to community partners - September staff meeting, there was a presentation regarding workplace violence and SPARKS. This is to remind staff that Parkland has resources available. - Fleet management department is up and running and has helped coordinate mobile maintenance and any other issues with mobile units. Parkland approved the budget for a new mobile medical unit that will replace one of the older units. Kyla is working with vendor and will be using some carry over funds along with foundation funds to cover the expense. - HOMES allocates $45,000 annually for residential substance abuse treatment. Our contract with Cenikor has expired. We are working with Contracts and looking at bids. - HOMES staff are participating on several different system wide committees.	
	Ambulatory Care Division Update	- Leadership retreat was held by Ambulatory Care Senior leadership, HOMES leaders attended and learned that we met our division goals. - HOMES does not use Press Ganey patient satisfaction survey, HOMES patients are given paper surveys every quarter. Mr. Gilot asked whether we had considered using tablets for surveys. Kyla informed him that we had, noting that while tablets work well for tech-savvy individuals, they could potentially slow down the clinic for those less comfortable with technology.	

Parkland

HOMES ADVISORY BOARD
MEETING MINUTES

Date: 10/13/2025 **Time:** 11:30 **Location:** Moody Outpatient Center/Zoom

Facilitators: Kyla Rankin

		- Presented the performance appraisal chart on how Parkland evaluates staff. Self-evaluations for staff were due 10/8. - Kyla shared the results from the Press Ganey staff survey. HOMES had high participation and completion rate. Together, leaders from respective disciplines will review the scores and determine our key focus areas to address as a team.	
	Quality Data	- Dr. Persaud reviewed the Metric Balance Scorecard and safety post events in 2025. -	
	HRSA	- HRSA provides about 40% of HOMES funding and as of now nothing is anticipated to change. - HRSA non-compete continuation was due on 9/26 and has been submitted. - HRSA has talked about discontinuing the patients' targets. Last grant cycle, HOMES lowered the patient target to 9,192. The Parkland target visits was 1,600 short of our goal. Primarily this is attributed to the dental vacancy & multiple providers on FMLA/PTO. HOMES has also lost some high producing providers. One of the providers left and one transitioned to part-time.	
	Community Connections	- Parkland held their Future in Focus event and HOMES participated. There were about 150 students that attended the event. - HOMES began flu outreach efforts in late September, visiting approximately eight sites and administering around 238 vaccines to date. We have an additional eight sites scheduled for outreach in October. In November, we will participate in the Feast of Sharing event, followed by Operation Care in December. We are actively coordinating with additional sites to schedule more outreach opportunities. This year, flu vaccines are the primary focus of our outreach efforts. However, individuals interested in receiving the COVID-19 vaccine can visit one of our clinics.	
	Unit Based Council (UBC)	- HOMES UBC and Parkland PEN council conducted the 4th Annual Reusable Water Bottle Drive and exceeded the goal of 700 bottles by collecting 1,245. - HOMES 6th Annual Sock & Glove Drive is approaching, with a collective goal of 10,000 items. This year PENCAP has volunteered to getting volunteers to help HOMES pack the items so that we can distribute quickly.	
	Next meeting	- Next meeting will be in December. Parkland usually hosts a joint holiday luncheon with all community advisory board members, but that information has not been provided yet. When that is determined, information will be forwarded to the HOMES advisory board members.	

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 – October 2025

Kyla Rankin, Project Director

Agenda

- Operational Updates
  - Operations
  - Management and Finance
- Governance
- HOMES Quality Data-Quarterly review
- HRSA Chapter Review

Operations Updates

- Staffing
  - Vacancies
    - 1.0 FTE Mental Health Counselor
    - 1.0 FTE RN
    - 1.0 FTE Operations Manager
  - New Hires
    - 1.0 FTE Mobile Medical Unit Driver (10.27)
    - 1.0 FTE Dentist (4.1.26)
- Outreach
- Press Ganey Survey Scores
- Residential Substance Abuse Contract

Management & Finances –September

Unduplicated	GY to Date	Annual Goal	% to Goal	% Year Complete
Patients	6951	9192	76%	75%

FY	Month				Year to Date			
Metrics	Actual	Budget	Variance	% Var	Actual	Budget	Variance	% Var
Visits	3109	2888	(221)	7.7%	37,307	38,750	(1443)	-3.7%
Expenses	$704,721	$738,385	$33,664	4.6%	$8,518,901	$9,005,668	$486,768	5.4%
Charges	$3,160,998	$2,262,143	$898,855	39.7%	$29,066,648	$30,352,362	($1,285,714)	-4.2%
Revenue	$76,412				$589,878			
Commercial	$1485				$10,806			
Medicaid	$47,720				$363,565			
Medicare	$27,207				$215,507			
FTE	60.90				61.53			
FTE - OT	1.26	1.11	(0.14)	-13.0%	1.12	1.11	(0.01)	-0.9%

- **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, October 12, 2025
    - 3 members present
    - 1 Parkland Board member present
    - 5 HOMES staff present
- Next meeting
    - December meeting-details pending

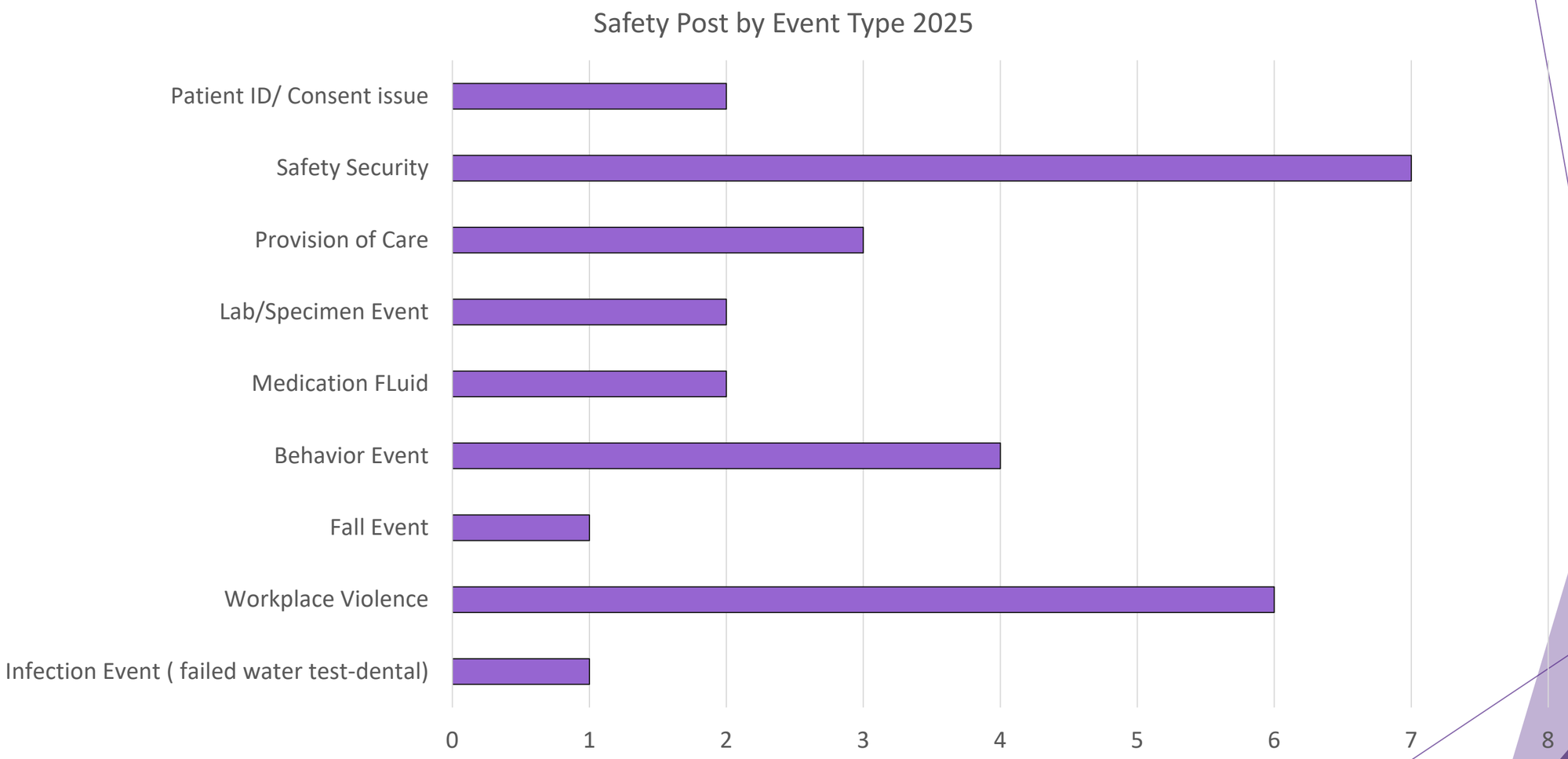
HOMES Quality Data-Quarterly Review

October 29, 2026

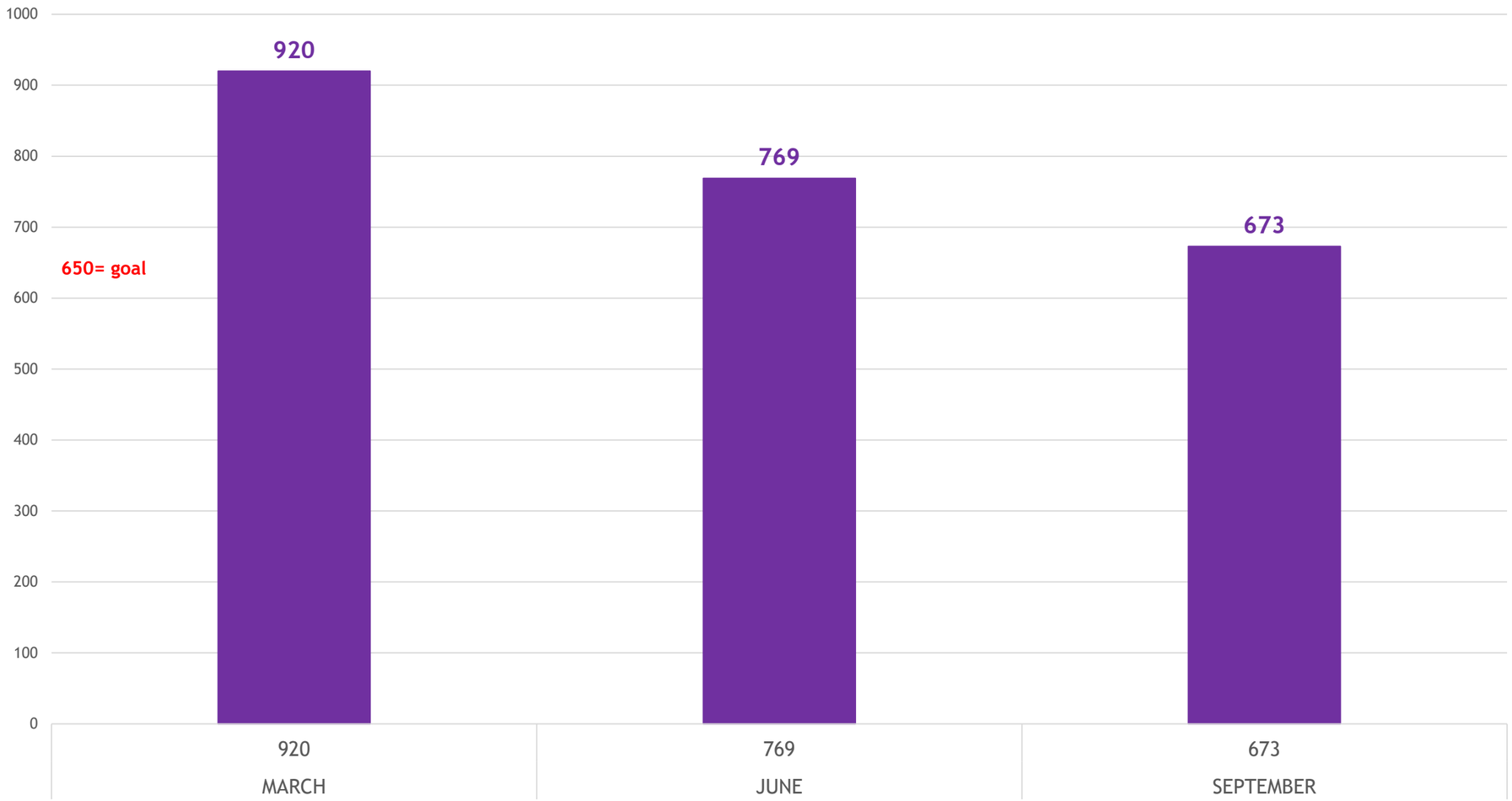
COPC Metric Balance Score Cards Patient Care & Safety Audits

Measures	March	April	May	June	July	August	September	Goal
Staff Safety Post	9	2	2	6	5	1	3	Information Only
Complaints	1	0	0	0	0	0	0	Information Only
Grievances	0	0	0	0	0	0	0	Information Only
2 PT ID ERROR	100%	100%	100%	100%	100%	100%	100%	100%
Specimen Labeling	100%	100%	100%	100%	100%	100%	100%	100%
Hand Hygiene	100%	100%	100%	100%	100%	100%	100%	95%
Medication Reconciliation	99%	97%	98%	98%	98%	97%	99%	90%
Environment of care	93%	91%	91%	90%	91%	90%	93%	90%
Patient messages 1-5-7	96%	96%	96%	95%	NA	96%	92%	90%

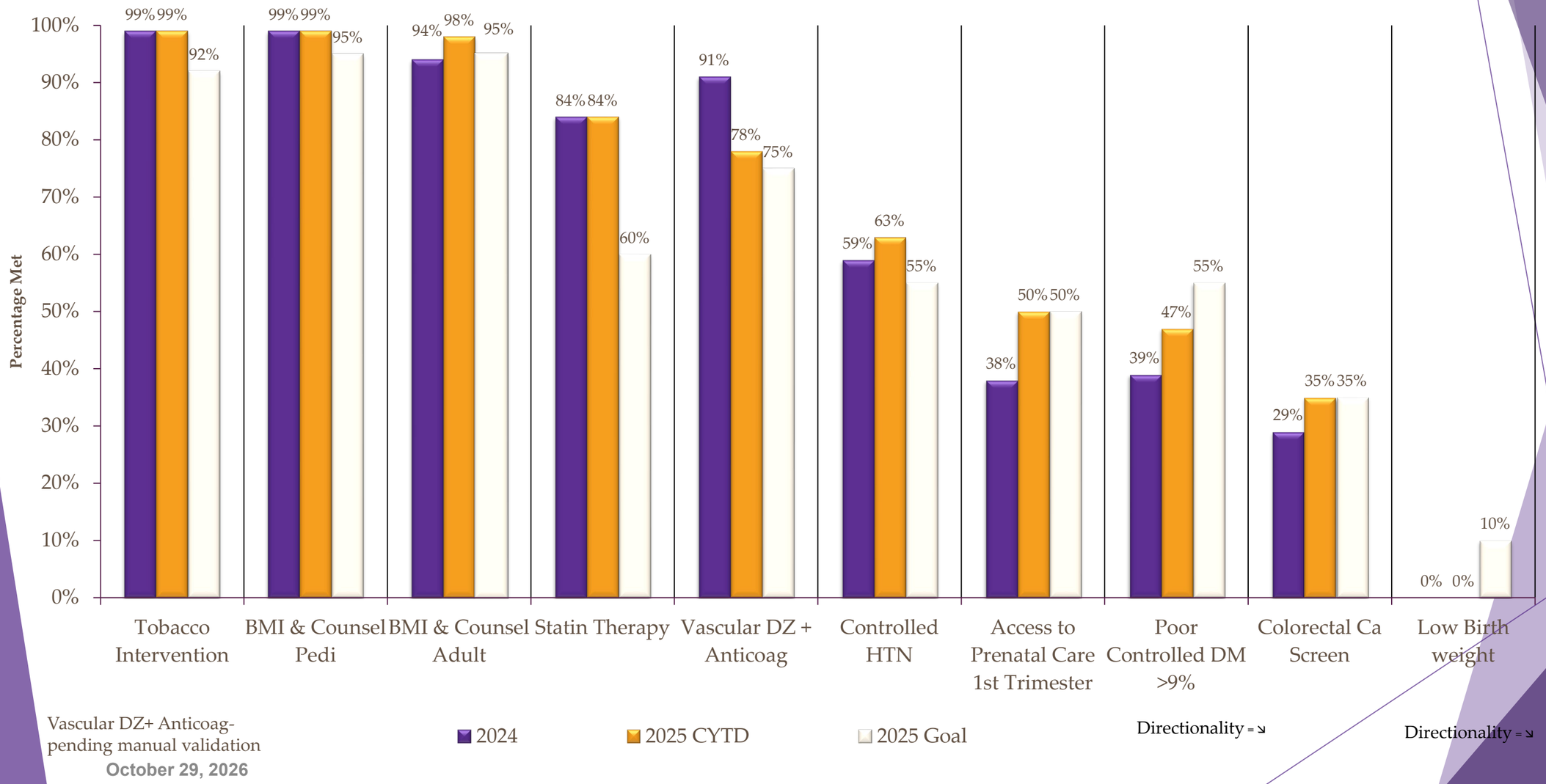
Safety Post by Event type



Patient Satisfaction Survey Total 2025



HRSA Quality Measures at or above Goal
YTD – September 30, 2025

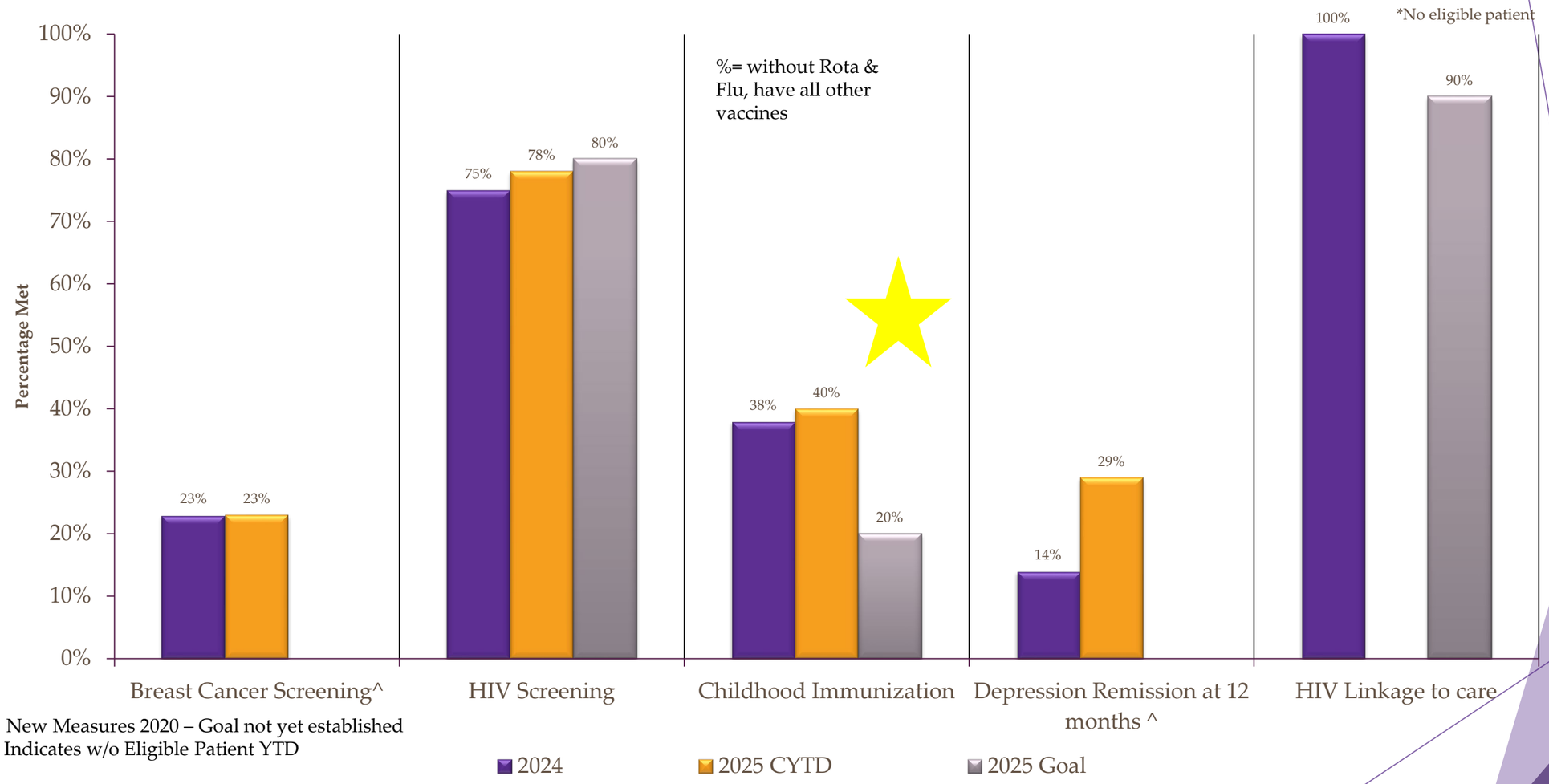


Vascular DZ+ Anticoag- pending manual validation

October 29, 2026

Parkland

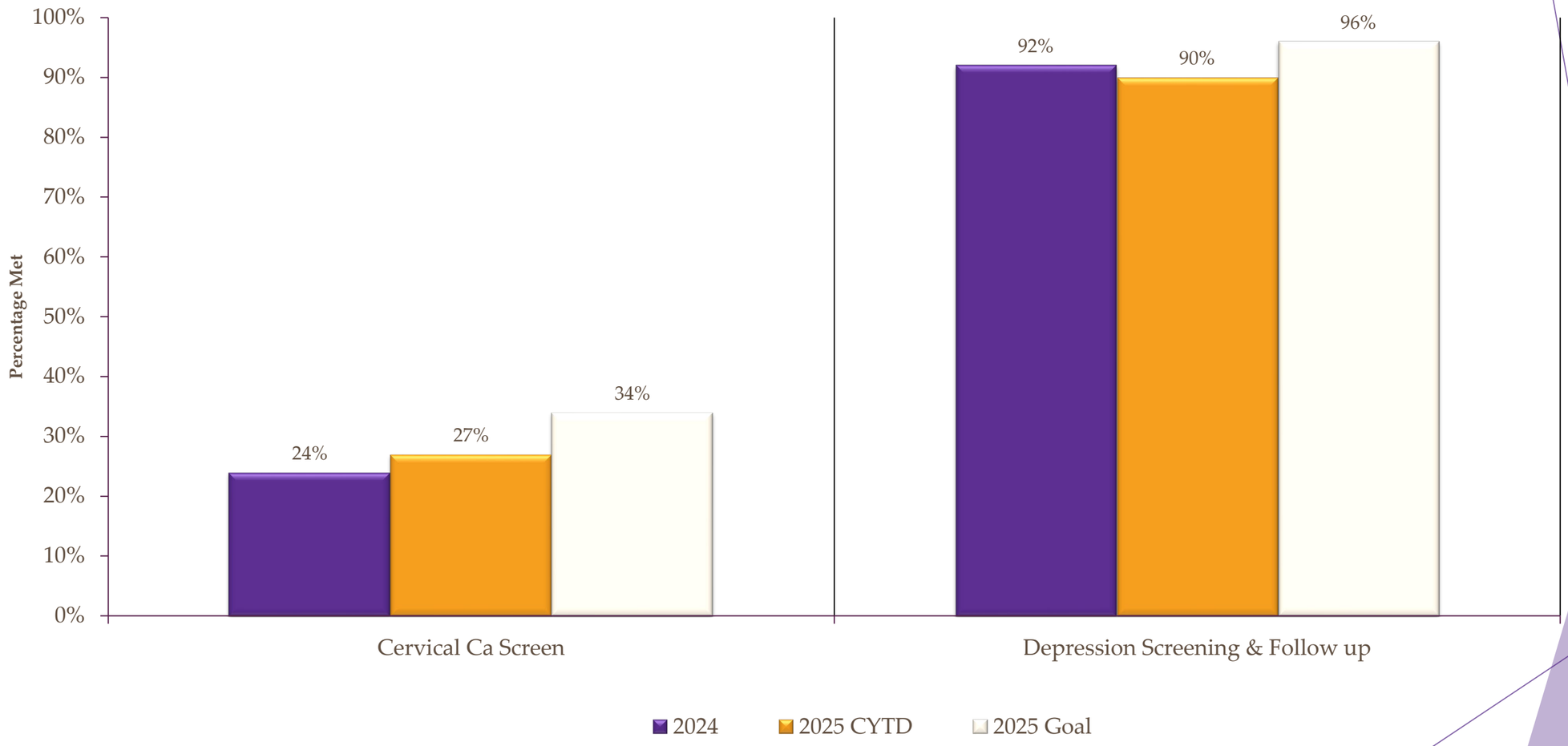
HRSA Quality Measures/ YOY Performance
YTD – September 30, 2025



^ = New Measures 2020 – Goal not yet established
* = Indicates w/o Eligible Patient YTD

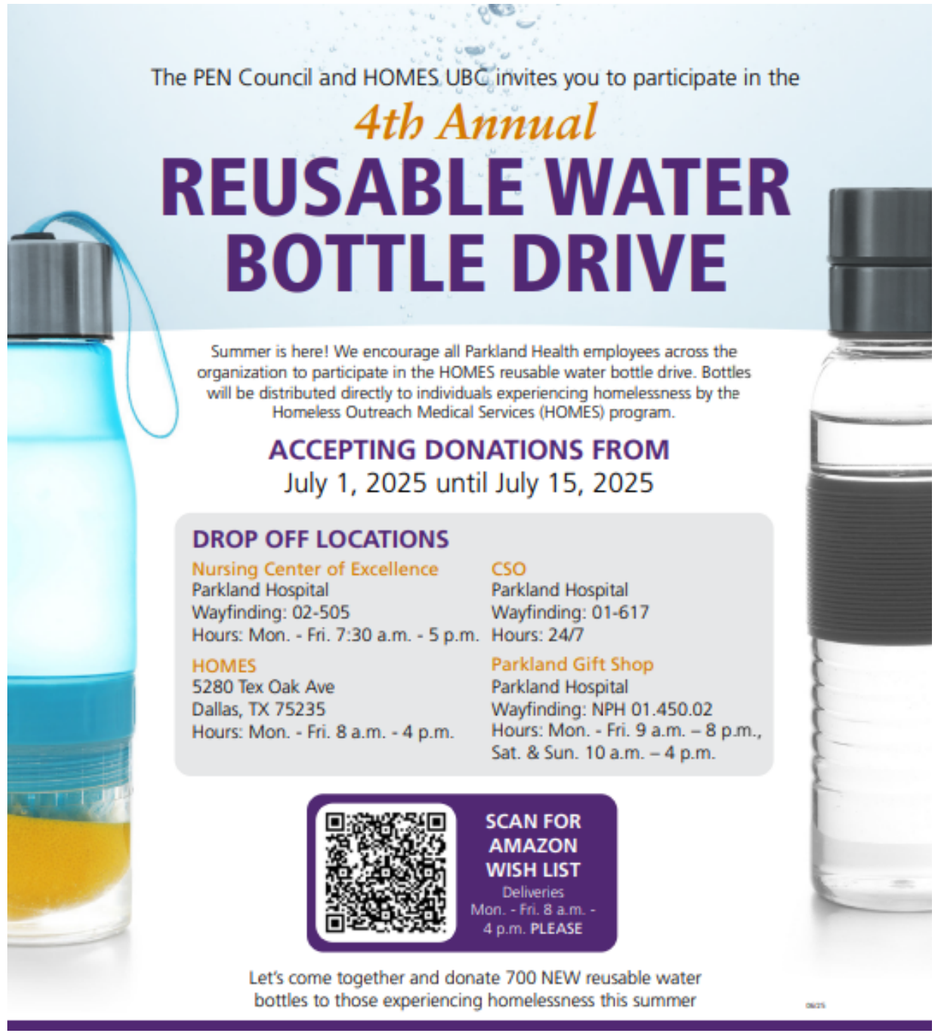
HIV Screening: Percentage of patients aged 15-65 at the start of the measurement period who were between 15-65 years old when tested for HIV

HRSA Quality Measures Needing Improvement
YTD – September 30, 2025



Parkland

4th annual Reusable Water Bottle Drive



A message from the HOMES Unit Based Council:

"Our goal was to collect 700 reusable water bottles. We exceeded our goal and collected 1245. All have been distributed to our shelter partners and Homeless population.

Thank you to everyone who participated in the drive and helped us with this great cause."

-HOMES Unit Based Council ♥

6th annual Sock and Glove drive

- QR code for systemwide donations
- Collective goal of 10,000
- HOMES provides to patients and shelter partners throughout the season

HRSA manual

The HRSA 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 11: Key Management Staff

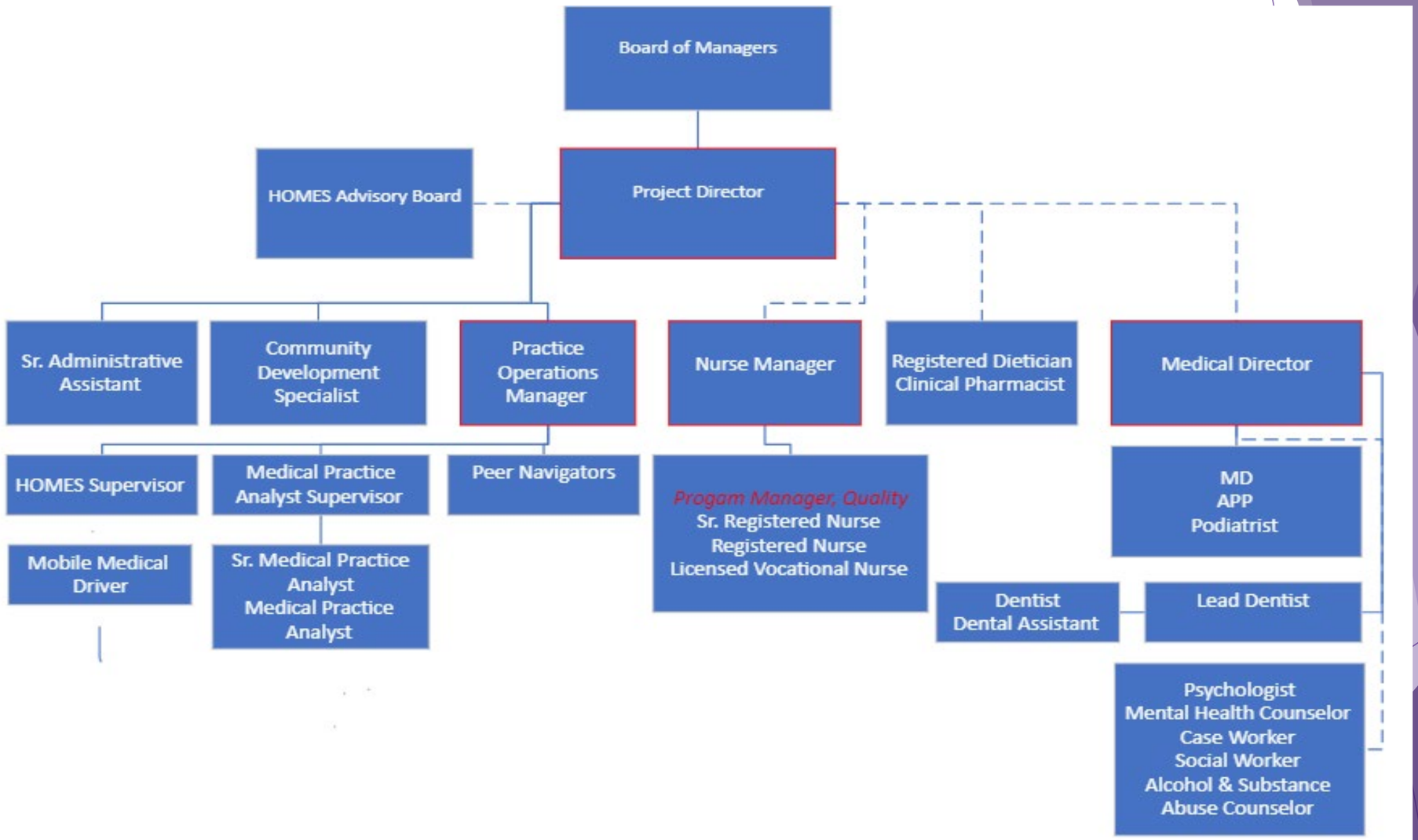
Requirements

- Position descriptions for key personnel
- Maintain sufficient key personnel
- Must request prior approval from HRSA for a change in key person identified in the program award
- Must directly employ Project Director (PD)

Demonstrating Requirements

- HOMES Organizational Chart
- Job Descriptions
- Process for filling vacant key management positions
- PD employed by Parkland & approval from HRSA

HOMES Organizational Chart



Questions?