



# AGENDA

HUMAN SERVICES  
COMMITTEE  
APRIL 19, 2022  
3:00 PM  
ATTEND VIRTUALLY

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## SPECIAL PROCEDURES FOR HUMAN SERVICES COMMITTEE MEETING

Attendance: In response to the risks identified in the State's declaration of a Public Health Emergency and the Mayor's Proclamation of Emergency and the emergency orders issued to reduce those health risks, the Governing Body meeting will be conducted virtually.

Viewing: Members of the public may join the Zoom meeting by internet or phone, as follows:

Internet: To join the Zoom meeting: <https://zoom.us/j/98560942039?pwd=WDZXZC8zTmNkN3Q0eG5xNG9rcTBldz09>

Passcode: ZaN97s

Attendees should use the "Raise Hand" function to be recognized by the Chair to speak at the appropriate time.

Phone: To join the Zoom meeting using a phone, use the following phone numbers and Webinar ID: **US: 1 (346) 248-7799 - Meeting ID: 985 6094 2039 - Passcode: ZaN97s**

Phone attendees should press \*9 to use the "Raise Hand" function to be recognized by the Chair to speak at the appropriate time.

The agenda and packet for the meeting will be posted at <https://santafe.primegov.com/public/portal>.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
4. **APPROVAL OF MINUTES**
  - a. Approval of December 7, 2021 minutes.
  - b. Approval of February 15, 2022 minutes.
  - c. Approval of August 20, 2019 minutes.



# AGENDA

HUMAN SERVICES  
COMMITTEE  
APRIL 19, 2022  
3:00 PM  
ATTEND VIRTUALLY

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- d. Approval of October 15, 2019 minutes.
- 5. **EXECUTIVE SESSION**
  - a. Human Services Committee RFA Evaluation
- 6. **PRESENTATION**
- 7. **MATTERS FROM STAFF**
- 8. **MATTERS FROM THE CHAIR**
- 9. **MATTERS FROM THE COMMITTEE**
- 10. **NEXT MEETING: Tuesday, June 21, 2022**
- 11. **ADJOURN**

Matters from Staff



# MINUTES

HUMAN SERVICES  
COMMITTEE  
DECEMBER 07, 2021  
ATTEND VIRTUALLY

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## 1. CALL TO ORDER

Meeting was called to order at 3:02PM.

## 2. ROLL CALL

### **Members Present:**

Member Patricia Boies  
Member Tres Hunter Schnell  
Committee Member Emily Haozous  
Member Carrie Thielen  
Member Christina Bruce

### **Members Excused:**

Member Douglas Zang

### **Others Attending:**

Julie Sanchez, Children and Youth Division Director  
Christa Hernandez, Christa Hernandez

## 3. APPROVAL OF AGENDA

**MOTION:** Member Bruce moved, seconded by Member Boies, to The agenda was approved as presented.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Member Boies, Member Hunter Schnell, Committee Member Haozous, Member Thielen, Member Bruce

**Against:** None

**Abstain:** None

## 4. APPROVAL OF MINUTES

- a. Approval of October 19, 2021 Minutes



# MINUTES

HUMAN SERVICES  
COMMITTEE  
DECEMBER 07, 2021  
ATTEND VIRTUALLY

**MOTION:** Member Boies moved, seconded by Committee Member Haozous, to The minutes were approved as amended.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Member Boies, Member Hunter Schnell, Committee Member Haozous, Member Thielen, Member Bruce

**Against:** None

**Abstain:** None

Member Boies pointed out the motions were missing on page. 2.

## 5. MATTERS FROM THE PUBLIC

No matters from the public.

## 6. DISCUSSION/ACTION ITEMS

- a. Welcome of new YFSD Program Manager and staffing updates

The Committee welcomed the new Youth and Family Services Program Manager.

- b. Approval of 2021 HSC Strategic Plan and Next Steps

The Committee reviewed and provided input on the strategic action plan.

**MOTION:** moved, seconded by , to The voting on the strategic plan was postponed until the next meeting.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Member Boies, Member Hunter Schnell, Committee Member Haozous, Member Thielen, Member Bruce

**Against:** None



# MINUTES

HUMAN SERVICES  
COMMITTEE  
DECEMBER 07, 2021  
ATTEND VIRTUALLY

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**Abstain:** None

- c. Approval of FY22 Human Services Committee Chair

**MOTION:** Member Boies moved, seconded by Committee Member Haozous, to Motion to approve Carrie Thielen as the Chair of the Human Service Committee.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Member Boies, Member Hunter Schnell, Committee Member Haozous, Member Thielen, Member Bruce

**Against:** None

**Abstain:** None

Member Boies nominated Carrie Thielen for the vacant Chair position.

- d. FY22 HSC Budget and Report Update

7. **MATTERS FROM THE COMMISSION**

8. **MATTERS FROM THE CHAIR**

- a. Update on HSC Recruitment
- b. HSC Strategic Plan Policy Review and Discussion

9. **NEXT MEETING: February 15 2022**

10. **ADJOURN**

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Liaison

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Chair



# MINUTES

HUMAN SERVICES  
COMMITTEE  
FEBRUARY 15, 2022  
ATTEND VIRTUALLY

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## 1. CALL TO ORDER

Meeting was called to order at 3:01pm.

## 2. ROLL CALL

### **Members Present:**

Member Douglas Zang  
Member Tres Hunter Schnell  
Committee Member Emily Haozous  
Member Carrie Thielen  
Member Christina Bruce  
Voting Member Michal Anne Pepper

### **Members Excused:**

Member Patricia Boies

### **Others Attending:**

Julie Sanchez, Children and Youth Division Director  
Christa Hernandez, Christa Hernandez

## 3. APPROVAL OF AGENDA

**MOTION:** Member Hunter Schnell moved, seconded by Member Thielen, to approve the agenda with the amendment to move item 9.a. Human Service Committee budget review from Matters from the Chair to Matters from Staff.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Member Zang, Member Hunter Schnell, Committee Member Haozous, Member Thielen, Member Bruce, Voting Member Pepper

**Against:** None

**Abstain:** None

## 4. APPROVAL OF MINUTES



# MINUTES

HUMAN SERVICES  
COMMITTEE  
FEBRUARY 15, 2022  
ATTEND VIRTUALLY

- a. Approval of December 7, 2021 minutes

**MOTION:** Member Bruce moved, seconded by Committee Member Haozous, to postpone the review of the December minutes until the April 19<sup>th</sup> meeting.

**VOTE:** The motion was approved on the following Roll Call vote:

**For:** Member Zang, Member Hunter Schnell, Committee Member Haozous, Member Thielen, Member Bruce, Voting Member Pepper

**Against:** None

**Abstain:** None

5. **MATTERS FROM THE PUBLIC**

6. **DISCUSSION/ACTION ITEMS**

- a. Approval of final Human Service Committee Strategic Plan, priorities and indicators

**MOTION:** Committee Member Haozous moved, seconded by Member Bruce, to approve the informational as presented.

**VOTE:** The motion was on the following Roll Call vote:

**For:** Member Hunter Schnell, Committee Member Haozous, Member Thielen, Member Bruce, Voting Member Pepper

**Against:** None

**Abstain:** Member Zang

- b. Dedication of Human Service Committee funding

**MOTION:** Member Zang moved, seconded by Member Thielen, to approve the informational as presented.

**VOTE:** The motion was on the following Roll Call vote:

**For:** Member Zang, Member Hunter Schnell, Committee Member Haozous, Member Thielen, Member Bruce, Voting Member Pepper

**Against:** None

**Abstain:** None

- c. Human Service Committee outreach to non-profit organizations for grant funding

## 7. PRESENTATION

- a. Welcome Michal Anne Pepper and introductions

Michal Anne Pepper introduced herself and all Human Service Committee members and attendees provided brief introductions.

- b. Managed Alcohol Program presentation (Laura Brown, MD, MPH)

Presentation on Managed Alcohol Programs was provided by Laura Brown.

- c. American Rescue Plan Act updates (Kathleen Doll, PhD)

Presentation on the American Rescue Plan Act Community Engagement Report was provided by Kathleen Doll.

## 8. MATTERS FROM STAFF

- a. American Rescue Plan Act (ARPA) wishlist

The Committee received a brief update on the ARPA wishlist items and how the ARPA funds could be utilized.

- b. Human Service Committee grantee reporting dates

**MOTION:** Member Hunter Schnell moved, seconded by Member Bruce, to change the reporting of HSC grantees from quarterly to biannually for future funding cycles.

**VOTE:** The motion was on the following Roll Call vote:

**For:** Member Zang, Member Hunter Schnell, Committee Member Haozous, Member Thielen, Member Bruce, Voting Member Pepper

**Against:** None

**Abstain:** None

- c. Human Service Committee RFA updates and upcoming meetings

The Committee received updates on the HSC RFA and discussed the possibility of having two HSC meetings in April.

## 9. MATTERS FROM THE CHAIR

- a. Human Service Committee budget review

The Committee received an update on the budget projection for the new grant cycle. Recommendations were brought forth by the chairs for how these funds could be allocated.

- b. Human Service Committee member reappointments

Members Schnell, Zang, Pepper, and Boies have agreed to continue serving on the Human Service Committee and their names will be submitted for reappointment.

- c. Human Service Committee Policies and Procedures review

The Human Service Committee Policies and Procedures Review will be postponed until the April 19, 2022 meeting.

## 10. NEXT MEETING: April 19 2022



City of Santa Fe

# MINUTES

HUMAN SERVICES  
COMMITTEE  
FEBRUARY 15, 2022  
ATTEND VIRTUALLY

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## 11. ADJOURN

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Liaison

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Chair

## VOTE SUMMARY



Meeting Name - Human Services Committee

Meeting Start Date - 02/15/2022

Meeting Committee - Human Services Committee

Item Title - Approval of December 7, 2021 minutes

Item Type - minutes

Item Owner -

Item Sponsor -

Item Tracking Number - 22-13637

Motion Type - Approve

Motion Mover - Christina Bruce

Motion Seconder - Emily Haozous

Motion Status -

Vote For Count - 6

Vote Against Count - 0

Vote Abstain Count - 0

Vote Absent Count - 1

Vote For Names - Douglas Zang, Tres Hunter Schnell, Emily Haozous, Carrie Thielen, Christina Bruce, Michal Anne Pepper

Vote Against Names -

Vote Abstain Names -

Vote Absent Names - Patricia Boies

User Name - Christa Hernandez

User Email - chernandez@santafenm.gov

## VOTE SUMMARY



Meeting Name - Human Services Committee

Meeting Start Date - 02/15/2022

Meeting Committee - Human Services Committee

Item Title - Approval of December 7, 2021 minutes

Item Type - minutes

Item Owner -

Item Sponsor -

Item Tracking Number - 22-13637

Motion Type - Approve

Motion Mover - Christina Bruce

Motion Seconder - Emily Haozous

Motion Status -

Vote For Count - 6

Vote Against Count - 0

Vote Abstain Count - 0

Vote Absent Count - 1

Vote For Names - Douglas Zang, Tres Hunter Schnell, Emily Haozous, Carrie Thielen, Christina Bruce, Michal Anne Pepper

Vote Against Names -

Vote Abstain Names -

Vote Absent Names - Patricia Boies

User Name - Christa Hernandez

User Email - chernandez@santafenm.gov

## VOTE SUMMARY



Meeting Name - Human Services Committee

Meeting Start Date - 02/15/2022

Meeting Committee - Human Services Committee

Item Title - Approval of December 7, 2021 minutes

Item Type - minutes

Item Owner -

Item Sponsor -

Item Tracking Number - 22-13637

Motion Type - Postpone to a Date Certain

Motion Mover - Christina Bruce

Motion Seconder - Emily Haozous

Motion Status - approved

Vote For Count - 6

Vote Against Count - 0

Vote Abstain Count - 0

Vote Absent Count - 1

Vote For Names - Douglas Zang, Tres Hunter Schnell, Emily Haozous, Carrie Thielen, Christina Bruce, Michal Anne Pepper

Vote Against Names -

Vote Abstain Names -

Vote Absent Names - Patricia Boies

User Name - Christa Hernandez

User Email - chernandez@santafenm.gov

## VOTE SUMMARY



Meeting Name - Human Services Committee

Meeting Start Date - 02/15/2022

Meeting Committee - Human Services Committee

Item Title - Approval of December 7, 2021 minutes

Item Type - minutes

Item Owner -

Item Sponsor -

Item Tracking Number - 22-13637

Motion Type - Approve

Motion Mover - Christina Bruce

Motion Seconder - Emily Haozous

Motion Status - approved

Vote For Count - 6

Vote Against Count - 0

Vote Abstain Count - 0

Vote Absent Count - 1

Vote For Names - Douglas Zang, Tres Hunter Schnell, Emily Haozous, Carrie Thielen, Christina Bruce, Michal Anne Pepper

Vote Against Names -

Vote Abstain Names -

Vote Absent Names - Patricia Boies

User Name - Christa Hernandez

User Email - chernandez@santafenm.gov

## VOTE SUMMARY



Meeting Name - Human Services Committee

Meeting Start Date - 02/15/2022

Meeting Committee - Human Services Committee

Item Title - Approval of final Human Service Committee Strategic Plan, priorities and indicators

Item Type - informational

Item Owner -

Item Sponsor -

Item Tracking Number - 22-13638

Motion Type - Approve

Motion Mover - Emily Haozous

Motion Seconder - Christina Bruce

Motion Status -

Vote For Count - 5

Vote Against Count - 0

Vote Abstain Count - 1

Vote Absent Count - 1

Vote For Names - Tres Hunter Schnell, Emily Haozous, Carrie Thielen, Christina Bruce, Michal Anne Pepper

Vote Against Names -

Vote Abstain Names - Douglas Zang

Vote Absent Names - Patricia Boies

User Name - Christa Hernandez

User Email - chernandez@santafenm.gov

## VOTE SUMMARY



Meeting Name - Human Services Committee

Meeting Start Date - 02/15/2022

Meeting Committee - Human Services Committee

Item Title - Dedication of Human Service Committee funding

Item Type - informational

Item Owner -

Item Sponsor -

Item Tracking Number - 22-13639

Motion Type - Approve

Motion Mover - Douglas Zang

Motion Seconder - Carrie Thielen

Motion Status -

Vote For Count - 6

Vote Against Count - 0

Vote Abstain Count - 0

Vote Absent Count - 1

Vote For Names - Douglas Zang, Tres Hunter Schnell, Emily Haozous, Carrie Thielen, Christina Bruce, Michal Anne Pepper

Vote Against Names -

Vote Abstain Names -

Vote Absent Names - Patricia Boies

User Name - Christa Hernandez

User Email - chernandez@santafenm.gov

## VOTE SUMMARY



Meeting Name - Human Services Committee

Meeting Start Date - 02/15/2022

Meeting Committee - Human Services Committee

Item Title - Human Service Committee grantee reporting dates

Item Type - informational

Item Owner -

Item Sponsor -

Item Tracking Number - 22-13645

Motion Type - Approve

Motion Mover - Tres Hunter Schnell

Motion Seconder - Christina Bruce

Motion Status -

Vote For Count - 6

Vote Against Count - 0

Vote Abstain Count - 0

Vote Absent Count - 1

Vote For Names - Douglas Zang, Tres Hunter Schnell, Emily Haozous, Carrie Thielen, Christina Bruce, Michal Anne Pepper

Vote Against Names -

Vote Abstain Names -

Vote Absent Names - Patricia Boies

User Name - Christa Hernandez

User Email - chernandez@santafenm.gov

## VOTE SUMMARY



Meeting Name - Human Services Committee

Meeting Start Date - 02/15/2022

Meeting Committee - Human Services Committee

Item Title - Human Service Committee RFA updates and upcoming meetings

Item Type - informational

Item Owner -

Item Sponsor -

Item Tracking Number - 22-13647

Motion Type - Approve

Motion Mover -

Motion Secunder -

Motion Status -

Vote For Count - 0

Vote Against Count - 0

Vote Abstain Count - 0

Vote Absent Count - 0

Vote For Names -

Vote Against Names -

Vote Abstain Names -

Vote Absent Names -

User Name - Christa Hernandez

User Email - chernandez@santafenm.gov

## VOTE SUMMARY



Meeting Name - Human Services Committee

Meeting Start Date - 02/15/2022

Meeting Committee - Human Services Committee

Item Title - Human Service Committee Policies and Procedures review

Item Type - informational

Item Owner -

Item Sponsor -

Item Tracking Number - 22-13650

Motion Type - Postpone to a Date Certain

Motion Mover -

Motion Secunder -

Motion Status -

Vote For Count - 0

Vote Against Count - 0

Vote Abstain Count - 0

Vote Absent Count - 0

Vote For Names -

Vote Against Names -

Vote Abstain Names -

Vote Absent Names -

User Name - Christa Hernandez

User Email - chernandez@santafenm.gov



# Agenda

## **HUMAN SERVICES COMMITTEE MEETING**

**Tuesday, August 20, 2019**

**Market Station**

**Conference Room**

**500 Market Station**

**2:00 p.m. – 4:00 p.m.**

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes: June 18, 2019
4. New Business/Action Items:
  - a. Presentation: Santa Fe Connect –Navigation Network
  - b. AmeriCorps Planning Grant
5. Old Business
  - a. Discussion and Update: HSC Grantees Technical Assistance Training
  - b. Discussion and Update: City of Santa Fe and Santa Fe County MOA/MOU Unite Us
  - c. Discussion and Update: Community Health Council Resolution
6. Comments from the Chair and Committee Members
7. Report from Staff
  - a. Upcoming Events
8. Matters from the Floor
9. Adjournment

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520, five (5) working days prior to meeting date.

**RECEIVED AT THE CITY CLERK'S OFFICE**

**DATE: August 14, 2019**

**TIME: 2:46 PM**

**SUMMARY OF MINUTES  
HUMAN SERVICES COMMITTEE  
AUGUST 20, 2019**

<b>ITEM</b>	<b>ACTION</b>	<b>PAGE(S)</b>
CALL TO ORDER/ROLL CALL	Quorum Present	1
APPROVAL OF AGENDA	Approved	1
APPROVAL OF MINUTES: June 18, 2019	Approved	1
<b>NEW BUSINESS/ACTION ITEMS</b>		
a. Santa Fe Connect Navigation Network	Presentation	1-4
b. AmeriCorps Planning Grant	Report	4
<b>OLD BUSINESS</b>		
a. HSC Grantees Technical Assistance Training	Update	4
b. City of Santa Fe and Santa Fe County MOA/MOU Unite Us	Update	4-5
c. Community Health Council Resolution	Update	5
d. Update on Coalition for the Homeless	Update	5
e. Policy for the Contingency Fund	Update	5-6
<b>COMMENTS FROM CHAIR AND COMMITTEE MEMBERS</b>	None	6
<b>REPORTS FROM STAFF</b>		
a. Upcoming Events	Comments	6
b. New City Financing System	Comments	6
<b>MATTERS FROM THE FLOOR</b>	None	6
<b>ADJOURNMENT</b>	Adjourned at 3:36 p.m.	6

**MINUTES OF THE CITY OF SANTA FE  
HUMAN SERVICES COMMITTEE  
TUESDAY, AUGUST 20, 2019**

**1. CALL TO ORDER**

Chair Marizza Montoya-Gansel called the meeting of the Human Services Committee to order at 2:00 pm at the Market Station, Caboose Room, 500 Market Station, Santa Fe, New Mexico.

**Roll call reflected a quorum as follows:**

**MEMBERS PRESENT**

Marizza Montoya-Gansel  
Patricia Boise  
Jesse Cirolia (arrived @ 2:03)  
Tres Hunter Schnell  
Doug Zang

**MEMBERS ABSENT**

Brian Serna (Excused)

**2. APPROVAL OF AGENDA**

Member Schnell asked that under Old Business, a follow-up on the Coalition to End Homelessness and a follow-up on contingency funding policy be added.

**MOTION:** Member Boise moved, seconded by Member Schnell to amend the agenda to add follow-up reports under Old Business regarding the Coalition to End Homelessness and the Contingency Funding Policy. The motion was approved by unanimous voice vote.

**3. APPROVAL OF MINUTES: June 18, 2019**

**MOTION:** Member Schnell moved, seconded by Member Zang to approve the Minutes of June 18, 2019. The motion was approved by unanimous voice vote.

**4. NEW BUSINESS/ACTION ITEMS:**

**a. Presentation: Santa Fe Connect – Navigation Network**

Ms. Sanchez introduced Jennifer Romero, Santa Fe County Health Care Assistance Program Manager and Elizabeth Peterson, Santa Fe County Connect Project Manager. She said they are going to update the Committee on the Navigation Network

for which the Committee is now funding a total of 10 new navigators that have been added to the Network.

Ms. Romero handed out a Power Point document, attached hereto as Exhibit "1," regarding the Santa Fe County Connect Program, which she used for her presentation.

Ms. Romero said about two years ago, Santa Fe County had an interest in accountable health communities. Over the past two years the County has contracted with several organizations to directly affect social determinants of health to positively impact our community. There are contracts specifically for navigation. She wanted to show the Committee the story of Tony.

Ms. Peterson said Tony is an example of how navigation works and is the model for the accountable health community and Santa Fe County Connect. She said he had a lot of organizations providing him services. He decided he wanted to bring them to the table. Santa Fe County Connect is about bringing people to the table physically and using the *Unite Us* Software Platform. Tony's story illustrates what they're trying to do.

Ms. Peterson said the Vision of Santa Fe County Connect is: "By 2020 all County residents regardless of income have access to high-quality health care and are linked to the resources they need for health and well-being."

Ms. Romero said they started the Network with eight organizations. She showed a visual of where they are now. In the past year they've added Santa Fe County Detention with their reentry program, Santa Fe Recovery Center, Santa Fe County DWI Compliance and Santa Fe County Teen Court. Most recently they added Santa Fe County Fire Department and their Opiate Safe Program. Santa Fe County Health Services will be adding two navigators. The intention is to grow the network, that is going to require partnering with the City and beyond. She mentioned the organizations that are currently part of Santa Fe County Connect Network. She said they need expansion in order to be sustainable. She wants this program to be a model for rest of the state.

Ms. Romero said the goals of Santa Fe County Connect are:

- Residents and providers collectively identify problems and co-create solution
- Navigators link residents to resources within a cohesive provider network
- Social, economic, and physical environmental resources are available to all residents
- Information systems are coordinated, and data are evaluated to improve services and population health, while reducing health care costs

Ms. Romero said there are currently Over 80 navigators in 35 programs funded by County and City contracts that link residents to goods and service using the Unite Us on-line, referral platform. In the four quarters of FY18, 639 individuals received navigation services. In three quarters of FY19, 966 individuals received navigation services.

Ms. Romero said that there were 1583 needs for 639 Individuals in FY18.

Ms. Romero said one of the navigators suggested that there be a platform that would have real time data. In April of last year, they contracted with United Us which is an online real-time referral platform.

Carol from United Us provided a short webinar regarding the referral system and reporting using the Unite Us platform.

Ms. Peterson said if anyone is interested in attending a demo, Unite Us is coming back in September.

Member Cirolia asked about the ability to upload documents. She wanted to know how long the documents are stored and if this could serve as a document library.

Carol said as long as the Unite Us platform is active; the documents will be available.

Member Schnell said she sees that there's a consent for individuals who are receiving navigation services. She asked about privacy concerns.

Carol said when an organization has been given a Unite Us registration to complete, they will dictate the different permissions each user in their organization has.

Ms. Peterson said navigators have responded well to the platform. Santa Fe Connect is trying to make this as accessible as possible.

Ms. Romero said moving forward is the wellness fund. They also have the emergency flexible fund that is County funded but there's a lot of red tape around that. Their vision is to serve all County residents and they need the voice of County residents who need to be at the table. They have requested funding for an advisory committee so they could pay for food, stipends and transportation. They have been able to find location and childcare by the City. However, this is a continuing need, how are we going to support the people who are going to be at the table because their voice is so important. They have received a pledge for \$1,000. The need for a year is about \$1,800 to sustain an advisory committee to pay for 12 participants, four times a year. The money can't be through the County so they need to find an organization who can serve as the fiscal agent.

Chair Montoya-Gansel said she belongs to a local behavioral health collaborative that gets stipends for attendance and food. They use Life Link as their fiscal agent.

Ms. Romero talked about project identity through their story telling project.

Member Zang said he's impressed with the model and how well thought out it is. He asked what the role is of participating organizations are they doing intake, navigation and providing services.

Ms. Romero said every organization is a little bit different. Some organizations are already built for navigation, that's what they do already. For other organizations, it takes a little bit more training.

Ms. Peterson said that there will be links on the County website for the Power Point that was shared as well as the story telling videos.

**b. AmeriCorps Planning Grant**

Ms. Sanchez said she and Kyra Ochoa wrote a grant for navigation services. The City was awarded the grant. They are anticipating having 11 navigators within public spaces, libraries, senior centers, etc. Ms. Sanchez said she's excited to have this opportunity. Expanding the navigation next work is going to benefit our community. They'll be receiving the funding on September 1<sup>st</sup> and will be starting the process. She thanked the County for their work and the Committee for believing in this new type of strategy to address social determinants of health. Without that support, applying for the grant would not have been possible.

**5. Old Business**

**a. Discussion and Update: HSC Grantees Technical Assistance Training**

Ms. Sanchez said the training happened in early July. There was participation from all current grantee, except Esperanza due to illness. They are actively participating in navigator training, those who have current navigators on staff. There are still some participants in the process of hiring navigators like Food Depot. Esperanza just got their person on board, so they'll be actively participating this month. Coming Home Connection also just hired a brand-new navigator.

**b. Discussion and Update: City of Santa Fe and Santa Fe County MOA/MOU Unite Us**

Ms. Sanchez said the barrier with getting access to Unite Us is the MOU. The grantees have been asking for an alternative way to track. Ms. Peterson sent over an Excel Spreadsheet which is what the County used before they had the Unite Us system. It sounds like the MOU is continuing to move forward.

Member Boise said they wanted to make sure that United Us could integrate with an existing data base within a community organization so there won't have to be a lot of

double entry. The MOU is still going through legal review at the County and Unite Us. It's her understanding that Kyra just wants them to complete that process before moving forward.

**c. Discussion and Update: Community Health Council Resolution**

Ms. Sanchez said she submitted for their review some language for the resolution for the Community Health Council resolution and ordinance. The reason for the ordinance is because the Committee's funding is solidified through an Ordinance. The process will be longer because of the ordinance amendment. The reason for the resolution is because the Committee's makeup is solidified through a resolution and that is proposed to be changed. Legal has reviewed the resolution but they are still reviewing the ordinance change.

Member Schnell asked if these were drafts or finals.

Ms. Sanchez said they are drafts. Once she gets the final review from Legal, she will place the resolution and ordinance on the agenda for approval by the Committee.

Member Schnell said she got confused on the language in Sections 3 and 4 where it says, "Community Health Council Board Members." She said sometimes they're referred to as a Board and sometimes a Committee. She said "Council Members" would be sufficient instead of putting the word "Board" in there.

Ms. Sanchez said they worked in coordination with the department of health and some of those things were just an oversight. They really want this Council to be the Council that all health and human and youth and specific populations come to.

**d) Update on Coalition for the Homeless**

Ms. Sanchez said the City is in the process of hiring the project specialist to help with the Built for Zero Initiative. That person will help her staff boards and do a host of other projects in supporting the department. It's up in the air about who's going to be replacing that person and there's talk of tabling it for now.

Member Schnell asked if they didn't get the \$10,000.

Ms. Sanchez said "no" and it's not required by HUD as a matching.

**e) Policy for the Contingency Fund**

Ms. Sanchez said she had met with CYFD on another issue for another Board she staffs, and she found out that CYFD is also looking for a policy for contingency funding. She said it would be a really great tie to see what CYFD's policy looks like. She said she and the Chair have a meeting in the next couple of weeks to go over that on Tuesday,

September 3<sup>rd</sup> at 2:00 pm. She said she would be open to meeting with other Committee members as well.

Ms. Sanchez said CYFD has a cap on their funds as well and they have the same issue with roll over funding.

**6. Comments from the Chair and Committee Members**

There were no comments.

**7. Report from Staff**

**a. Upcoming Events**

Ms. Sanchez said she will send an invitation to the group for the next navigation meeting in case anyone wants to see how this works.

Ms. Peterson said all three of the story tellers will be there. The next meeting is Tuesday, September 3, 2019 from 10:00 a.m. to Noon.

**b. New City Financing System**

Ms. Sanchez said the City has switched to a new Financing system called Tyler Munis. It's been a roller coaster ride and they're still trying to figure it out.

**8. Matters from the Floor**

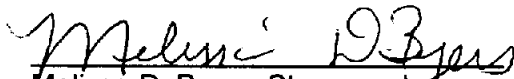
None

**9. Adjournment**

**MOTION:** Member Zang moved, seconded by Member Schnell to adjourn the meeting at 3:36 p.m. The motion was approved by unanimous voice vote.

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Marizza Montoya-Gansel, Chair

  
Melissa D. Byers, Stenographer  
Byers Organizational Support Services

**Human Services Committee**  
**8/20/19**  
**EXHIBIT 1**



Jennifer Romero  
Health Care Assistance Program Manager

Elizabeth Peterson  
Santa Fe County Connect Project Manager

2

# ACCOUNTABLE HEALTH COMMUNITY MODEL

Social determinants of health  
influence our health and well-being.

Do Santa Fe County residents have reliable access to:

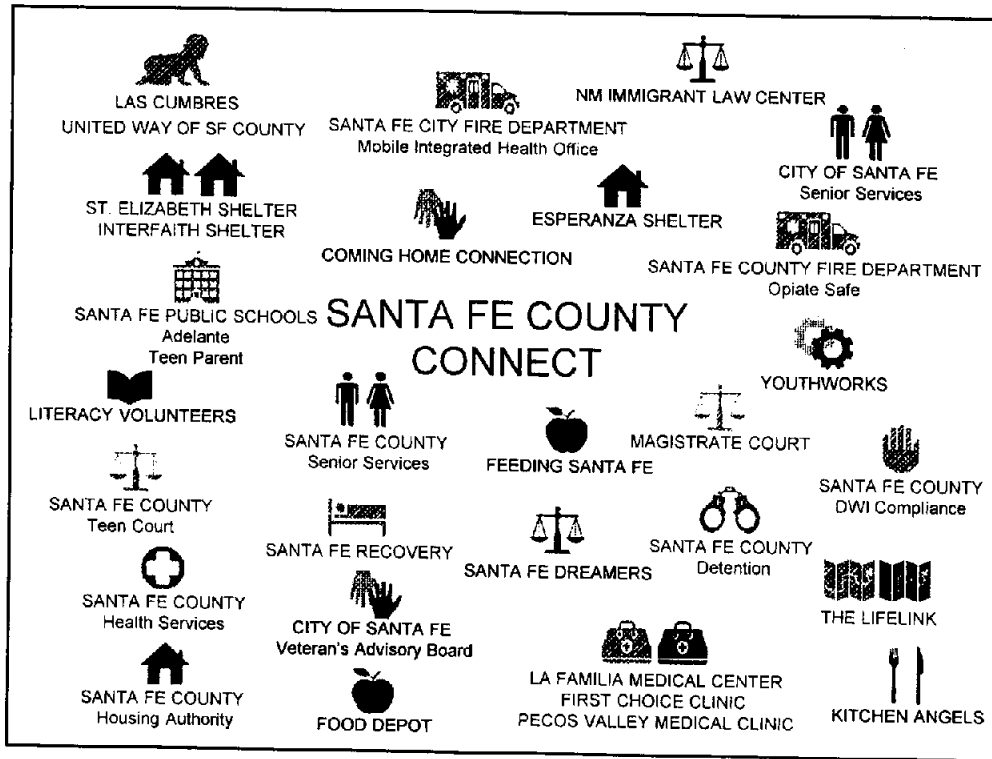
- Transportation
- Housing
- Nutritious Food
- Utilities
- Interpersonal Safety

3

## Santa Fe County Connect VISION:

By 2020, all County residents  
regardless of income have access to  
high-quality health care and are  
linked to the resources they need for  
health and well-being.

4



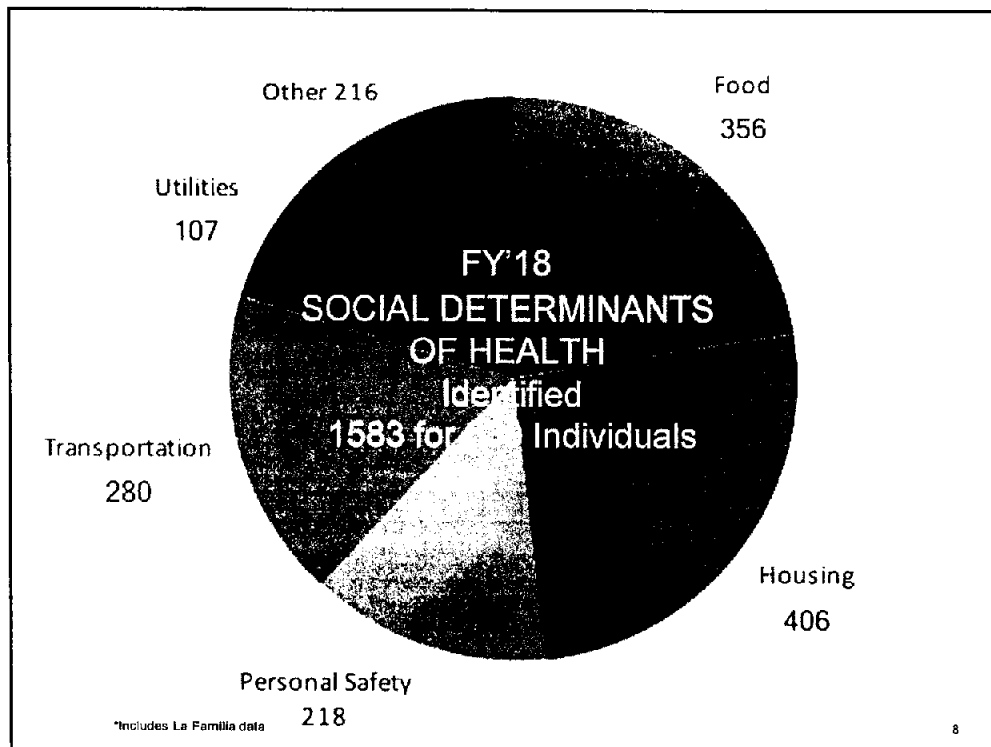
## Goals

- Residents and providers collectively identify problems and co-create solutions.
- Navigators link residents to resources within a cohesive provider network.
- Social, economic and physical environmental resources are available to all residents.
- Information systems are coordinated. Data are collected, monitored and evaluated to improve services and population health while reducing health care costs.

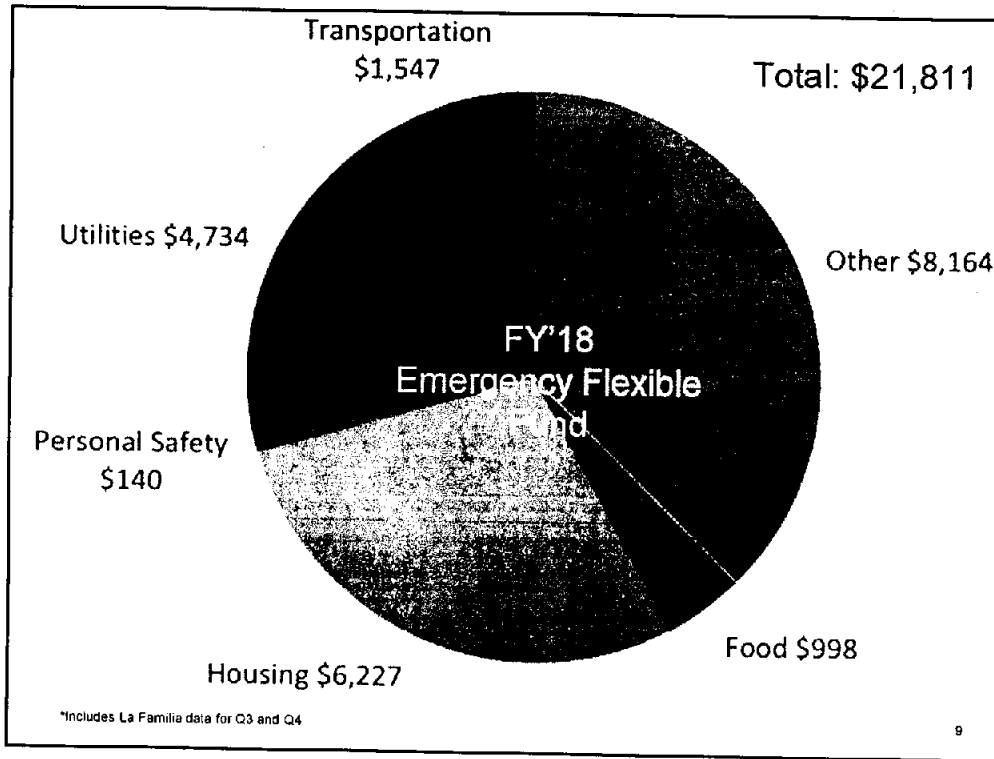
### Navigators link residents to resources within a cohesive provider network

- Over 80 navigators in 35 programs funded by County and City contracts link residents to goods and services using the Unite Us on-line, referral platform
- 639 individuals received navigation in 4 quarters of FY18
- 966 individuals received navigation in 3 quarters of FY19
- Clinical Guidance: creating a standard of care
- Protocols and Network Standards

7



8



**SEARCH THIS AREA**

*"Provides a framework to make referrals in a seamless manner that isn't time intensive or complicated."*

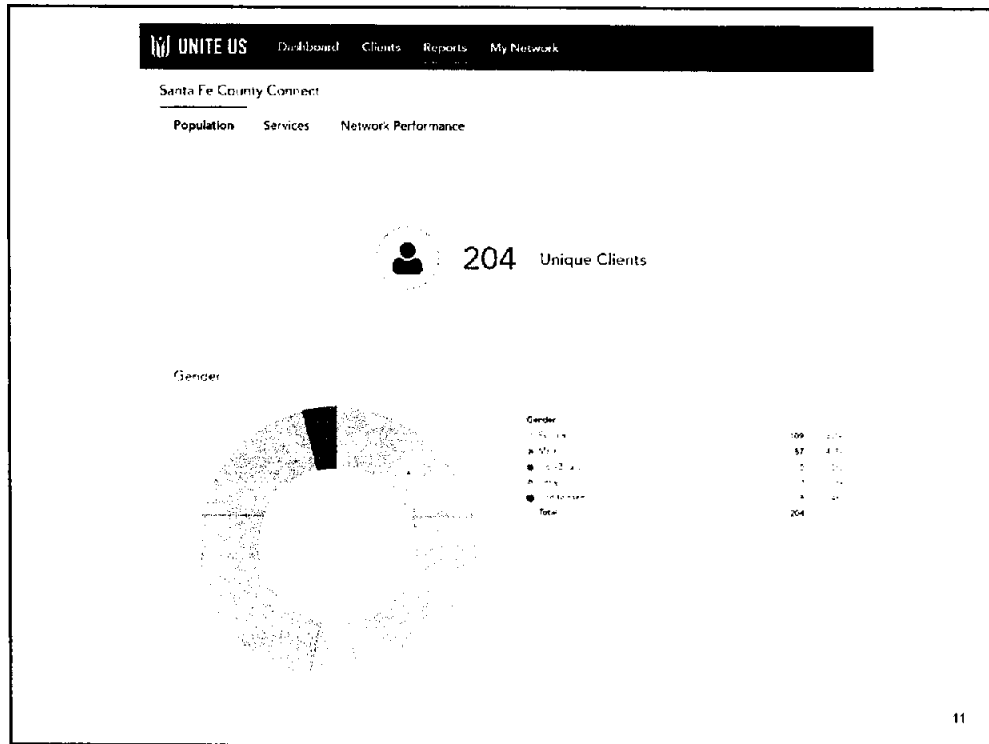
*"The connection to other navigators and providers within the county have been most impactful to our organization."*

**Santa Fe**

**Navigators make referrals and communicate in real-time with the Unite Us software platform.**

14

10



11

## Moving Forward:

- Evaluation: How are we doing? Micro and Macro levels
- Sustainability: Continued funding and support to grow the network
- Wellness Fund: Expand Emergency Flexible Fund
- Advisory Committee
- Project Identity: Communicating who we are
- Unite Us platform to be available for self-referrals for anyone with access to a computer

12





# Agenda

## **HUMAN SERVICES COMMITTEE MEETING**

**Tuesday, October 15, 2019**

**Market Station**

**Conference Room**

**500 Market Station**

**2:00 p.m. – 4:00 p.m.**

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes: August 20, 2019
4. New Business/Action Items:
  - a. Discussion: Census 2020: Complete Count
  - b. Discussion: Municipal Drug Strategy Task Force Recommendations
  - c. Discuss and Approve: 2020 Meeting Calendar
5. Old Business
  - a. Discussion and Update: City of Santa Fe and Santa Fe County MOA/MOU Unite Us
  - b. Discussion and Update: Community Health Council Resolution
6. Comments from the Chair and Committee Members
7. Report from Staff
8. Matters from the Floor
9. Adjournment

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520, five (5) working days prior to meeting date.

**RECEIVED AT THE CITY CLERK'S OFFICE**

**DATE: October 9, 2019**

**TIME: 9:38 AM**

**SUMMARY OF ACTION  
HUMAN SERVICES COMMITTEE MEETING  
MARKET STATION CONFERENCE ROOM  
TUESDAY, OCTOBER 15, 2019, 2:00 PM**

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
CALL TO ORDER		1
ROLL CALL	QUORUM	1
APPROVAL OF AGENDA	APPROVED	1
APPROVAL OF MINUTES	POSTPONED	1
 <b><u>NEW BUSINESS/ACTION ITEMS</u></b>		
DISCUSSION: CENSUS 2020: COMPLETE COUNT	INFORMATION/DISCUSSION	2
DISCUSSION: MUNICIPAL DRUG STRATEGY TASK FORCE RECOMMENDATIONS	INFORMATION/DISCUSSION	2-3
DISCUSS AND APPROVE: 2020 MEETING CALENDAR	APPROVED	3
 <b><u>OLD BUSINESS</u></b>		
DISCUSSION AND UPDATE: CITY OF SANTA FE AND SANTA FE COUNTY MOA/MOU UNITE US	INFORMATION/DISCUSSION	3-4
DISCUSSION AND UPDATE: COMMUNITY HEALTH COUNCIL RESOLUTION	INFORMATION/DISCUSSION	4-6
COMMENTS FROM THE CHAIR AND COMMITTEE MEMBERS	INFORMATION/DISCUSSION	6-7
REPORT FROM STAFF	INFORMATION/DISCUSSION	7

**MATTERS FROM THE FLOOR**

**INFORMATION/DISCUSSION 7-8**

**ADJOURNMENT**

**ADJOURNED 8**

**HUMAN SERVICES COMMITTEE MEETING  
MARKET STATION CONFERENCE ROOM  
TUESDAY, OCTOBER 15, 2019, 2:00 PM**

**1. CALL TO ORDER**

The meeting of the Human Services Committee was called to order by Marizza Montoya-Gansel, Chair, at 2:00 pm at the Market Station Conference Room, 500 Market Station, Santa Fe, New Mexico.

**ROLL CALL**

**MEMBERS PRESENT**

Marizza Montoya-Gansel  
Patricia Boise  
Jesse Cirolia  
Tres Hunter Schnell  
Dr. Doug Zang

**MEMBERS ABSENT**

Brian Serna, Excused

**OTHERS PRESENT**

Kyra Ochoa, Director, Community Services  
Julie Sanchez, Liaison, Community Services  
George Carrasco, Community Services  
Natalie Sko, Aspen Solutions  
Arianna Trott, Aspen Solutions  
Elizabeth Martin for Melissa Byers, Stenographer

**2. APPROVAL OF AGENDA**

**MOTION** A motion was made by Dr. Zang, seconded by Ms. Schnell, to approve the agenda as presented.

**VOTE** The motion passed unanimously by voice vote.

**3. APPROVAL OF MINUTES  
AUGUST 20, 2019**

Postponed

**4. NEW BUSINESS/ACTION ITEMS**

## **A. DISCUSSION: CENSUS 2020: COMPLETE COUNT**

Ms. Sanchez said the City is participating in the Census 2020 Complete Count.

Ms. Boies said our Board of County Commissioners creates a committee for Santa Fe County around the concern about a likely under count. She is managing the committee as staff and we have a consultant to help with that. We have had a couple of meetings and are in the process of putting together an outreach plan. We also have subcommittees looking into groups who are traditionally undercounted. The Governor created a statewide Complete Count Commission and through Finance and Administration authorized grants for counties for additional outreach. We applied and received a grant. There are funds for separate contracts with nonprofits who are particularly well versed with particular groups for outreach and media. She will have more later

Ms. Sanchez said we are in the beginning stages. It has been very interesting looking at demographics and data of areas in our community that are undercounted such as Tribal lands.

Ms. Boies said almost all parts of Santa Fe County are designated as hard to count. The designated hard to count categories are low income, Hispanic, Native American or otherwise not white, a high percentage of seniors and less access to internet are all a huge part of the County.

Ms. Sanchez introduced guests, Natalie Sko and Arianna Trott with Aspen Solutions and George Carrasco who is a brand new staff member. This is his second week. We were so impressed with George and his direct service work with young people in the community that we pulled the dollars together and hired a second project administrator. He will take over a number of the committees. His big project is the youth participatory budgeting project. It is a huge lift. He is a fantastic addition to our team. This is his first Board meeting.

Ms. Boies noted that for some reason if you Google Santa Fe Census one thing that comes up is a photo and address for the Solano Center which is where the County has some offices. The census is federal. There is not a census office in the County.

## **B. DISCUSSION: MUNICIPAL DRUG STRATEGY TASK FORCE RECOMMENDATIONS**

Ms. Sanchez reported that she was not able to attend the last couple of meetings. She can say they are winding down. In December they will term out as a Task Force and bring their recommendations to Council for approval. They will come to this Board first and then to Council in January.

Ms. Cirolia gave an overview of the process of the Task Force. We are currently reviewing the recommendations in each category as a combined Task Force. We are reviewing any of them that had questions or concerns or more than four members that did not support it. We will then come up with a clean set of recommendations.

Ms. Ochoa said a lot of it now will be in the organization and distilling of the recommendations. There is somewhat of a tension between the idea to recommend radical, forward thinking things that may not be realistic, versus what the City can do and giving us things the City can actually do in short order. Rachel O'Connor was present at the last meeting and identified things the County is doing that are related. There is still a lot of process stuff including that they are a municipal group versus a community group.

Ms. Ochoa said we are in conversation with Emily as to identifying things already underway. Such as an idea of a more coordinated approach community wide and how to get the final report to inform Council and public that some of these things are underway and should be supported and bolstered.

Ms. Boies asked at what meeting would this Body consider them.

Ms. Sanchez said our December meeting.

#### **C. DISCUSS AND APPROVE: 2020 MEETING CALENDAR**

Ms. Sanchez said the City Clerks Office requested that we approve our meeting calendars now for 2020. We wanted to open it up for discussion. We have to get our calendar to them before the end of the month.

There was a discussion regarding the time of the meeting.

**MOTION** A motion was made by Ms. Schnell, seconded by Ms. Cirrola, to continue to have the meeting on the third Thursday of every other month and changing the time of the meeting to 3:00 pm.

**VOTE** The motion passed unanimously by voice vote.

#### **5. OLD BUSINESS**

##### **A. DISCUSSION AND UPDATE: CITY OF SANTA FE AND SANTA FE COUNTY MOA/MOU UNITE US**

Ms. Ochoa reported that they are very close, but it has morphed. Now we are going with our own contract with Unite Us that is exactly the same, in content, as the

County has for \$20,000 for 20 logins. We are close to signature on that. It still is a rider contract procured under the health exemption with the County and we enjoy the same terms. The County is firm in ensuring integration with other entities' databases would be provided for free. Where we don't have a lot of entities clamoring for integration right now we know it is there. That is exciting. We estimate that we could have a portion of October and all of November and December's data with our Navigators using the system which will give us a nice portrait of what these folks are seeing and how they are performing. In terms of an MOU between the City and County, it is becoming clear that it is a necessity to define the network and how we cooperate around it and make decisions around it.

Ms. Sanchez said we are collecting the screening tool and assessments now. We will compile them into a database for us to look at.

Ms. Cirolia said we did get hospital approval to participate and get up to three Hospital Navigators in the system. One in Hugs, one in Nurse Navigators and one in Behavioral Health.

## **B. DISCUSSION AND UPDATE: COMMUNITY HEALTH COUNCIL RESOLUTION**

Ms. Ochoa said we received a draft back from Legal. We need your help. It is a big beast of an Ordinance that tries to do a lot and she thinks we lost site of what a health council is and how it relates to the City Operation. If anyone is willing to review this it would be amazing.

Ms. Cirolia and Ms. Schnell both said they would be glad to help.

Ms. Ochoa said maybe look at it and route it on from one member to the next.

Dr. Zang said he would be happy to participate at some point.

Ms. Ochoa said related to this discussion, in the Mayors Office they are working to create a new Council Committee around Community Services. The make up of the Committee would be all Council members. Anything human services related would go through them. In the draft of this Ordinance we removed any Councilor membership on the Community Health Council because they will report to the Governing Body. Also they will look at stuff like affordable housing and economic development. In some ways it seems like another layer, but in some ways it is a legitimization of community services.

Ms. Cirolia said maybe we could have a meeting about the pieces of it.

Ms. Ochoa said we need it to be structured similarly to how other Council

Committees are structured.

Ms. Boies asked this Body now, when we approved contracts, it would go to the new council and then Council.

Ms. Ochoa said yes.

Chair Montoya-Gansel said the Resolution does not sound like a DOH Health Council. What is it that you really want.

Ms. Ochoa said she thinks this warrants a meeting unto itself. She has heard the need for the entity to deal with health and human services in a broad manner with multiple stakeholders. What we need is to bring some issues to our many committees and have some central brain on matters that are community health related. The delegate structure makes sense. She has staffed and participated in health councils. Not one structure makes sense. There are a lot of hybrids. There is flexibility in it. It would also give us an avenue to what is happening statewide so Santa Fe is not its own island unto itself. One stone with multiple birds. That confusion comes out in the draft. Maybe we should have a presentation from DOH on what a health council is.

Ms. Boies said there was another piece of legislation passed this year that talks about health councils. Our Health Policy and Planning Commission is quite different from most other health councils. It was created by the Board of County Commissioners. They appoint the members. We do have many members of the public who attend, but they are not on the Commission.

Ms. Sanchez said the Ordinance has to do with GRT funding and the Resolution with membership.

Ms. Schnell said it might be helpful to get the current structure of the health council for DOH. Might be useful for her to give a presentation and to also see if they are open to City based health councils.

Chair Montoya-Gansel asked what if we just say we want to learn what a health council is and say nothing about what the City wants to do. We as a Committee want to learn more.

Ms. Schnell said sure. It has evolved so much over the years. It is an up and down thing. We tried hard with funding from the Affordable Care Act for councils. It would be useful to have a presentation.

Ms. Boies said the person to talk to is Amy Sandoval.

Ms. Schnell said that is the regional office, but we also have access to the State office. She can find out who that person would be. She will reach out.

Ms. Sanchez said for the December meeting we will invite DOH to come in and have a learning session about what a health council is and maybe a work session to draft a simplification of the Ordinance. She will add that to agenda as well as the Drug Task Force recommendations.

Ms. Schnell said she will get contact information at the State level for her.

Ms. Ochoa said she will get the Committee the Ordinance after Legal makes their changes.

Ms. Ochoa said for her, it is less about the money and more about the formal relationship with DOH.

## **6. COMMENTS FROM THE CHAIR AND COMMITTEE MEMBERS**

Ms. Boies said the County Office is moving to downtown to the new building. We are moving next week. Keep checking the website for meeting locations. The Annual Policy Forum on legislation will be in Albuquerque. The New Mexico Public Health Association meets on December 6th in Albuquerque. Mr. Estrada is now working for HSD and that bodes well.

Ms. Schnell asked is the City open to our Committee bringing forth recommendations that would fall within the purview of other areas of the City. For example the helmet law for under age 18 is not being enforced. She has a lot of concerns about traumatic brain injury among young people.

Ms. Sanchez asked would the recommendation be to strengthen the current Ordinance.

Ms. Schnell said it would be to think about how to make a recommendation to the Police Department to enforce and encourage.

Ms. Ochoa said she thinks that is a big reason to make changes around the redefinition of the Human Services Committee. Making the change will help position that Body to inform the next Body to inform the Council.

Ms. Sanchez said she has seen other Boards make policy requests around enforcement such as the Immigration Committee. She can talk with the Chair about how they implemented some of their recommendations. They brought in leadership such as Chief Padilla. If nothing was done she suggested meeting with City Councilors about the concern. Then take on the legislative process of redrafting a Resolution for enforcement.

Ms. Cirrola said the season has started for full time service at the Interfaith

Shelter. This year we are really short of volunteers. If we could reach out to our networks for volunteers that would be great. They only have four paid staff and it is run by volunteers. It is very difficult.

## **7. REPORT FROM STAFF**

Ms. Sanchez said we will send Tres and Jesse the draft Ordinance and will have DOH present at the next meeting for a learning session and will have a working session on the draft Resolution potentially. We will also supply everyone with an updated 2020 calendar and eventually a Board binder to everyone.

Ms. Ochoa asked is this Committee aware of the Veteran Committee Navigator.

Ms. Sanchez said a brand new Navigator has been funded by the VAB with money from the State. This Navigator will work with specifically Veteran populations and will be using Unite Us and the County system. Her hope is as soon as someone check marks that a client is a Veteran it goes to her.

Ms. Sanchez said we also got funding for an RFP for navigation for the Municipal Court from the forfeiture program. We will position them in Homeless Court and Drug Court. Kyra and Anna Cale will attend the Build for Zero Conference in October in Denver as well.

Ms. Ochoa said we have made some progress on the Code Blue Program with the Fire Department to reach out to people living outdoors. We are refining those protocols and will continue to pilot and implement it this year. We are looking at ER policies during cold weather. We met with the newly appointed Salvation Army folks in town who may be interested in participating. We are working closely with the MIHO team at the Fire Department to better operationalize the Code Blue. Helping to connect to services is a longer term goal.

Ms. Cirolia said the Community Health Needs Assessment has been released since we last met. She can send it out.

## **8. MATTERS FROM THE FLOOR**

Ms. Sko reviewed a report of comments received during their reviews.

Ms. Cirolia said there is a theme of safety and privacy in the comments. Maybe there should be another training for Navigators on that specific situation.

Ms. Ochoa asked do we know where we are with the Business Agreements with the entities.

Ms. Sanchez said she will check in on that and push it.

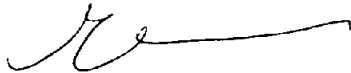
Ms. Sko said they are continuing to collect data and share success stories and final reports. There are some challenges with some of the reports.

**9. ADJOURNMENT**

There being no further business for the Committee the meeting adjourned at 3:10 pm.

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Marizza Montoya-Gansel, Chair



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Elizabeth Martin, Stenographer