HIV HEALTH SERVICES PLANNING COUNCIL

Meeting Minutes

March 27, 2024 10:00 a.m. to 12:00 p.m.

Facilitator: Richard Benavidez, Council Chair

Scribe: Angelina Olweny, Council Staff

Council Member Attendees:

Arturo Jackson III, Austin Green, Brad Bartholomai, Chelle Gossett, Christopher Kendrick-Stafford, Jake Bradley-Rowe, Jasmine Montes, Kane Ortega, Kelly Gluckman, Keshia Lynch, Lenore Gotelli, MacArthur Flournoy, Melissa Willet, Melody Law, Richard Benavidez, Scott Fong, Steve Austin, Troy Stermer, Zach Basler.

Members Excused: Kaye Pulupa, Kristina Kendricks-Clark, Michael Ungeheuer, Yingjia Huang, Aaron Armer, Ronnie Miranda, Kristina Kendrics-Clark, Minerva Reid, Lenore Gotelli.

Guests: Carolyn Buck, CT Weaver, Everardo Alvizo, Michelle Monroe

County Staff: Danielle Caravella, Paula Gammell

Topic	Minutes
Welcome,	Welcome and Introductions began at 10:03AM.
Introductions and,	Sunburst has an annual golf tournament on May 5. Tickets are available for sale.
Announcements	OCH is partnering with the Gender Health Center to host a Trans Day of Visibility at the Gender Health Center on March 30.
	OCH will give a PrEP presentation at Propagate Sacramento on April 18. There will also be information on preventative services for the Latinx Community.
	The NorCal AIDS Cycle May 16-19. The event raises funds for 15 beneficiaries who provide supportive services for people living with HIV.
Public Comments-	N/A
Action Items	
Agenda Review*	The March agenda was presented for review and approval. Jake Bradley-Rowe motioned to accept the agenda as presented and Zach Basler seconded the motion. Danielle Caravella will be the presenter for the FY23 Monthly report. The Part A monthly report is an action item and should have an asterisk next to it. Richard Benavidez will give the Needs Assessment Committee update because Ronnie Miranda has an excused absence. Jake Bradley-Rowe motioned to accept the agenda with the changes made and Melissa Willett seconded the motion. The motion passed with a majority. See the vote sheet for details.
Minutes Review*	The February minutes were presented for review and approval. Jake Bradley-Rowe motioned to accept the minutes as presented and Richard Benavidez seconded the motion. The following changes were made.
	On page two the statement should read "Sierra Foothills AIDS Foundation has a Men's Support Group that meets every other Wednesday"

	The last statement in at the top of page three should read "Members were asked to be conscientious about interactions with guests who attend Planning Council meetings because they might not be familiar with the communication style that Council members have during our meeting proceedings." The first statement on page four under FY23 January Monthly Fiscal Report, the first statement should read "Part A monthly fiscal expenditures should be at 91.7%". On page 6 under Executive Committee updated the statement "and also a discussion on alternate affected community seats should be deleted". The second paragraph under the same section the first statement should be corrected to: "There was a discussion about changing alternate Affected Underserved Community seats to Affected Underserved seats to increase the recruitment of new council members." Jake Bradley-Rowe motioned to accept the minutes with the changes made and Kane Ortega seconded the motion. The motion passed with a majority. See vote sheet for details.
State Office of AIDS March 2024 Update	The CDPH HOPWA program is currently undergoing a site visit from The Federal Department of Housing and Urban Development (HUD).
CPG/HIV/STI Prevention Updates	CPG is planning a spring meeting that will be held sometime in May. There are no new HIV/STI Prevention Updates.
FY23 Part A Monthly Fiscal Report*	The FY23 Part A Monthly Fiscal Report was presented for review and approval. Expenditures should be within 5% through February 29. The overall expenditure for the Sacramento TGA is 95%. Recipient Administration expenditures are at 96.23%. The Recipient is still receiving outstanding invoices. Chelle Gossett thanked all providers and staff for their efforts in submitting invoices and developing the fiscal reports. Zach Basler motioned to accept the FY23 monthly report as presented and Kane Ortega seconded the motion. The motion passed with a majority. See vote sheet for details.

FY23 Part B Monthly Fiscal Report	The FY23 Part B Monthly Fiscal Report was presented for informational purposes only. Expenditures should be at 92% through February 29. Overall, Yolo expenditures are on target. Sacramento County expenditures are close to target expenditures.
SOA Ending the HIV Epidemic Update	The county is reviewing the Integrated Plan and the Sacramento Blueprint within the Integrated Plan.
HRSA Ending the Epidemic	The federal site visit was completed in mid-March. The federal auditors will share a report within 45 days.
Self-Assessment	The self-assessment document is to be completed by Council members. The objective of the self-assessment is to determine if the Council is meeting the goals set at the beginning of each fiscal year. Council members were encouraged to provide feedback on whether the Planning Council is effectively establishing priorities and services and managing available funding.
	A recommendation was made to remove the Prevention Committee because it is not an active committee.
Committee Updates	
AdAC	The next AdAC meeting is on Thursday, June 13, 2024. The meeting is by invitation only. Seated members interested in attending the meeting must sign a Confidentiality Agreement and attend new member orientation before the meeting on June 13.
Affected Communities Committee (ACC)	The ACC is meeting on Wednesday April 3 from 3:00PM -4:00PM. LGBT Center on Women and HIV was well attended. The next Community Conversation is on May 8 on the Transgender Community and HIV.

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Reflectiveness	Is at 32%. Richard Benavidez encouraged to refer people to become members of the Planning Council.
Priorities and Allocations Committee (PAC) General Directives	PAC met on March 6. The committee reviewed the FY24 General Directives and presented it to the Planning Council for review. The General Directives give Chelle Gossett direction when allocating Ryan White funding for six General Directives. Richard Benavidez motioned to accept the General Directives as presented and Zach Basler seconded the motion. The motion passed with a majority. See the vote sheet for details.
	The FY24 Service Directives were also reviewed at the meeting. Subcommittees were created to rewrite the language in the Housing, Oral Health, and Emergency Financial Assistance (EFA) Service Directives. The Planning Council will review and vote on the changes once the directives are revised.
Quality Advisory Committee (QAC)	QAC is the committee responsible for adjusting the language on service standards. QAC will meet on May 7 to discuss the service standards. The post-card response rate is at 33%.
Needs Assessment Committee (NAC)	NAC met on March 5. The objective is to have a targeted survey for People Living with HIV (PLWH) ages 50 and older. The data used for the current Needs Assessment is extrapolated from last year's Needs Assessment report. An initial draft report was shared with committee members. They were encouraged to review the draft and submit feedback by email to Danielle Caravella and Paula Gammell. NAC will meet on May 7 to discuss any feedback and recommendations.
Executive Committee	The Executive Committee meets every other month. The committee addresses information from all the committees and ensures that the agenda items discussed at the Planning

Alternate seats were discussed at the last meeting. Before adopting any changes, the Council will submit a document with proposed changes and the approved minutes from today's Planning Council to the Board of Supervisors for review. They will then vote to accept or reject the changes. The recommended changes include designating five out of seven alternate seats as Affected Community seats, which must be filled by consumers receiving Ryan White Part A services. The names of some seats were also changed to align with changes in new legislation. The seats are named Part A -Part C instead of Title I-Title III.

Ad Hoc

The Ad Hoc committee is working on getting information on whether dental schools can provide dental services to consumers that Ryan White Funding cannot cover. The other topic of focus is housing support services for consumers. More information on both topics will be shared as soon as it is available.

Governance

There are no new Governance updates.

Chelle Gossett stated that though the Planning Council follows DentiCal standards, this is not mentioned in service standard directives. Richard Benavidez recommended the creation of a subcommittee to ensure that service standards and directives clearly state the services provided under Ryan White.

Lenore Gottelli, Melissa Willett, Keshia Lynch, Kane Ortega, Jake Bradley-Rowe, McArthur Flournoy, Kelly Gluckman, Richard Benavidez, and Zach Basler volunteered to be part of the subcommittee. The meetings will be virtual.

There was a recommendation to have the Planning Council develop its mission and vision statement that envisions how the Council wants to expend Ryan White funds. For example, the Council should decide whether to use available funding to serve more people with fewer service offerings or offer premium services to fewer consumers.

	One suggestion was to create core values that direct the work of the Planning Council.
Binder Updates	Council members received the FY24 Binder updates via email. The updates are also on the Sacramento TGA website. Members were asked to reach out to Danielle Caravella with any comments or questions.
Public Comments Non- Agenda Items	One of the recommendations from the federal site visit was that the County should not influence or give direction to the Planning Council. This was interpreted to mean that the County couldn't help the Council if members had questions on matters related to the Council and committee discussions. It was clarified that the County can provide guidance because they are subject matter experts. However, their opinion of the County cannot be rubber-stamped without further
	discussion by Council or committee members. Council members were encouraged to review the minutes and other meeting materials before attending the meetings to ensure they are informed and can actively participate in making decisions on Council and committee matters.
Tech Assistance	For technical assistance, reach out to Richard Benavidez.
Adjournment	11:08 AM

Meeting Date: 3/27/24												-	
Seated Members	Appr	Agenda Opposed	Abatain	Δεοκονίου	Minutes Opposed	Abstaic		eneral Dir		Monti Approve	1vFisca1		
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Austin Green	X			X			X			X			
	X			X			X			X	-	\vdash	
Aaron Armer												-	
Brad Bartholomai	X			X			X			X			
Chelle Gossett	x			Х					х			X	
Christopher Kendrick Stafford	X			х			X			X			
Clarmundo Sullivan													
Jake Bradley-Rowe	X			х			X			X			
Jasmine Montes	X			х			х			х			
Josh Kooman													
Kaye Pulupa													
Kane Ortega	x			x			x			x			
Kelly Gluckman	X			х			x			x			
Keshia Lynch	x			x			x			x			
Kristina Kendricks-Clark													
Lenore Gotelli													
Mac Arthur Flournoy	x			x			x			x			
Melissa Willet	x			x			x			x			
Melody Law	x			x			x			x			
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Steve Austin				X		**	4.5			4.5		_	
Troy Stemer	X					X	X			X		+	
Yingjia Huang	X			X	 			 			 	+	
Zach Basler					-			-		 	-	+	
Can Dasci	X			X			X			X			
Motion	Bı	Bradley-Rowe		Bradley-Rowe			Benavidez			Basler			
Second		Basler		Benavidez 8				Basler			Ortega		
Amended Motion	B1	Bradley-Rowe			Bradley-Rowe						1		
Amended Second		Willett			Ortega								