

**HIV Health Services Planning Council
Sacramento TGA**

Policy and Procedure Manual

Section 2 – Purpose, Structure & Membership

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HIV Health Services Planning Council Sacramento TGA

HIV Health Services Planning Council Overview

HIV Health Services Planning Council (Council)

The HIV Health Services Planning Council is responsible for planning how Ryan White CARE Act funds will be used in the local Transitional Grant Area (TGA), which consists of Sacramento, El Dorado, and Placer Counties. To properly plan, the Council is responsible for assessing the needs of people living with HIV in the TGA, developing a comprehensive plan that defines short and long term goals for delivering HIV services, setting priorities for which service categories are most needed, allocating resources to prioritized services, coordinating service delivery with other programs and funders, assessing the effectiveness and efficiency in which CARE Act funds are being used, and evaluating how well funded services are meeting community needs. In order to accomplish all of these tasks, the Council has established several working committees that perform specific tasks.

Executive Committee (Exec)

The Executive Committee is the only standing committee specified in the by laws of the HIV Health Services Planning Council (Council). The purpose of the Executive Committee is to “act for the Council between meetings under parameters set by the Council and to provide guidance for the Council in fulfilling its responsibilities and reaching its goals.” The chairs of all other standing committees are members of the Executive Committee. Other committee members are Council members appointed to represent specific required categories (such as Placer and El Dorado counties).

Governance Committee (Gov)

The Governance Committee is an ad-hoc committee formed by the Council to address issues of policy, procedure and bylaws modification. Originally formed to recommend a governance structure to the Council, it now addresses questions central to how the Council functions. Some examples include development of conflict of interest policies, committee operation policies and procedures, member absence policies, as well as changes to bylaws as they are needed. Governance Committee work is generally reviewed in various settings forwarded to the full Council for approval and implementation. Members include the Executive Committee and any council members with interest in the topic(s).

Affected Communities Committee (ACC)

The Affected Communities Committee is a standing committee that addresses issues facing the HIV/AIDS community and advises the Planning Council on the affairs of the community. The mission of the committee is to recruit, empower and involve people living with HIV/AIDS in the strategic planning and advocacy of HIV/AIDS care and services. These goals will be accomplished with the assistance of the Council support staff toward the fulfillment of its mission. The committee encourages an environment of trust and safety in achieving its mission.

Priorities and Allocations Committee (PAC)

This standing committee performs some of the most vital work for the Council. The primary responsibilities of the PAC are to review information, data and the updated Needs Assessment, in order to establish funding priorities and service allocations for the upcoming fiscal year. The work of the committee, when accepted by the Council, serves as the directive for issuance of proposal requests and determination of contractors to provide services throughout the TGA, tasks that are competed by the Recipient. Membership on PAC must be balanced to represent consumers, providers, government agencies and other diversity factors specified within PAC and general committee policies.

Needs Assessment Committee (NAC)

This standing committee is charged with re-evaluating and updating Needs Assessment for the TGA. Seeking data, information and opinion from a variety of sources, NAC identifies the service categories that are most needed by people with HIV infection throughout the region. Recommendations are made to the Council and the PAC, which help to focus the development of priorities and allocations for the upcoming funding period. Members are recruited to reflect specific areas of expertise (such as technology and research), as well as consumers and key service category providers.

Administrative Assessment Committee (AdAC)

The Administrative Assessment Committee is a standing committee established to assess the efficiency and effectiveness of the administrative mechanisms for rapidly disbursing CARE Act funds to the areas of greatest need within the transitional grant area (TGA). The AdAC will conduct a bi-annual (twice yearly) assessment of the Fiscal/Administrative mechanisms with the intent of providing feedback and recommendations to the Council and to the Recipient to continually improve such administrative policies and procedures.

Quality Advisory Committee (QAC)

The Quality Advisory Committee is a standing committee that develops service standards to be utilized by providers when delivering services paid for through Ryan White funds. Such standards may include policies, procedures, guidelines, and other information pertinent to the effectiveness and efficiency in which consumers are treated and Ryan White funding is spent. To ensure that standards are appropriate for all stakeholders, members are drawn from providers and consumers of Ryan White services, as well as others interested in health and human services.



Signed: _____

Richard Benavidez, Chair

Date: 09/27/2023

HIV Health Services Planning Council
ADMINISTRATIVE ASSESSMENT COMMITTEE

COMMITTEE OVERVIEW

Purpose Statement:

The Administrative Assessment Committee (AdAC) shall assess and develop recommendations for improving the efficiency and effectiveness of the administrative mechanisms for rapidly disbursing CARE Act funds to the areas of greatest need within the Sacramento Transitional Grant area (TGA).

Committee Responsibilities:

The Administrative Assessment Committee (AdAC) is responsible for conducting the Health Resources and Services Administration (HRSA) mandated function of assessing the variety of processes involved in ensuring that the TGA is able to proficiently disburse funds in the region. In performing this task, AdAC is charged with:

- 1) Developing an annual assessment tool that consists of standards by which the TGA will evaluate its success in achieving its responsibilities;
- 2) Reviewing documentation of the TGA's fulfillment of standards on a bi-annual (twice yearly) basis;
- 3) Recording the findings of the annual assessment, including strengths, weaknesses, and recommendations for improvement to the TGA's efforts;
- 4) Developing a plan of correction based upon assessment findings;
- 5) Reporting findings to the Executive Committee, the Council, and HRSA;
- 6) Monitoring efforts year-round to determine progress towards plan of correction.

Desired Experience of Members:

AdAC is a technical committee requiring a broad skill set from its members. To successfully evaluate the efficiency and effectiveness of administrative mechanisms, AdAC members must have:

- Understanding of the Ryan White CARE Act
- Awareness of Recipient, Planning Council, and Planning Council staff activities;
- Historical understanding of the TGA's development;
- Experience with program evaluation.

Expectations of Members:

For continuity and uniformity in assessment efforts, AdAC requires a consistent membership, with as little change over on an annual basis as possible. In addition to being able to commit to a multiple year membership, members are expected to:

- 1) Attend and actively participate in all AdAC meetings;
- 2) Review meeting materials prior to arriving at the meeting;
- 3) Abide by established assessment process policies and procedures;
- 4) Provide objective assessments based upon data/information provided;
- 5) Provide constructive recommendations for improving processes;
- 6) Continually identify Council Members who may be interested in membership on AdAC;
- 7) Act as an informal mentor to new Committee members;
- 8) Sign Oath of Confidentiality at each meeting

Meetings:

The Administrative Assessment Committee meets as determined by the Committee.

Contact Information:

Staff support is provided by Angelina Olweny who can be contacted at (916) 325-1630, Angelina.olweny@valleyvision.org

Approved by the HIV Health Services Planning Council on



Richard Benavidez, Chair

6/28/2023

HIV Health Services Planning Council
AFFECTED COMMUNITIES COMMITTEE
www.sacramento-tga.com

COMMITTEE OVERVIEW

Mission Statement:

The Affected Communities Committee addresses issues facing the HIV/AIDS community and advises the Planning Council on the affairs of the community. The mission of the Committee is to recruit, involve, and empower people living with and those affected by HIV/AIDS in the strategic planning and advocacy of HIV/AIDS care and services. The Committee encourages an environment of trust and safety, and will achieve its goals with the support of Planning Council support staff.

Committee Responsibilities:

The Affected Communities Committee (ACC) is the primary route through which the HIV Health Services Planning Council (Council) and its committee(s) access input from individuals living with or affected by HIV/AIDS. To fulfill this role, the ACC will:

- 1) Be available to review and provide feedback on policy, program, and funding decisions made by the Council to ensure that decisions are acceptable by service consumers and those otherwise affected by HIV/AIDS.
- 2) Identify and present emerging issues/challenges/barriers relating to service delivery and access to appropriate Council committees.
- 3) Identify and present challenges and barriers as they relate to involving individuals living with or affected by HIV/AIDS in the planning processes to appropriate Council committees.
- 4) Educate the HIV/AIDS community and populations most impacted by HIV/AIDS on the purpose and functions of the Council.
- 5) Recruit people living with HIV/AIDS (PLWH/A) and individuals affected by HIV/AIDS to participate on the Council and its committees.
- 6) Organize and host consumer forums on topics of interest to people living with or affected by HIV/AIDS.
- 7) Coordinate HIV Health Services Planning Council Meeting Training Schedule

Desired Experience of Members:

To fulfill its responsibilities, it is necessary for ACC to have a diverse membership that understands and can actively voice the views of a variety of affected communities. Members should be able to use personal networks to disseminate information or mobilize individuals for action. To ensure thorough representation, the ACC seeks people living with or affected by HIV/AIDS from

a number of communities, including but not limited to, race, ethnicity, gender, gender identity, sexual orientation, age, disability, social class, religion, national origin, ancestry, veteran status, and/or political beliefs. ACC values and practices respect for the talents, beliefs, backgrounds, and ways of living of its members.

In gathering the above representation, the ACC seeks participation from residents of Sacramento County, El Dorado County, and Placer County.

Expectations of Members:

ACC relies on an active membership to generate ideas and develop strategies for moving ideas forward. For this reason, members must be aware of emerging and existing health and service issues that are impacting people living with HIV/AIDS in the region. To advance the goals of ACC, it is expected that members will:

- 1) Regularly attend and actively participate in ACC meetings;
- 2) Review meeting materials prior to arriving at the meeting;
- 3) Gather information from consumers on how services could be improved.
- 4) Express ideas on how ACC and the Council might be able to better serve the needs of people living with HIV/AIDS.
- 5) Report the activities and decisions of the ACC and the Council to your community affiliations;
- 6) Play an active role in identifying and attracting diverse individuals interested in participating in the service planning processes.

Meetings:

The Affected Communities Committee typically meets on the first Monday of the even months of April, June, August, October, December, and February from 3:00 – 4:00 p.m. Contact Council Staff for the current schedule and location.

Contact Information:

Staff support is provided by Angelina Olweny who can be contacted at (916) 325-1630, Angelina.olweny@valleyvision.org, or www.sacramento-tga.com.



Richard Benavidez, Chair

Approved: 04/26/2023

HIV Health Services Planning Council
GOVERNANCE COMMITTEE

COMMITTEE OVERVIEW

Purpose Statement:

The Governance Committee will assist Council membership in fulfilling oversight responsibilities with respect to: Council organization, membership composition, standing committee structure, membership and function, and governance policies including the enforcement and any necessary modifications to such policies. In doing so, the Committee will address and track issues of policy, procedure, and bylaws as they relate to Council functions.

Committee Responsibilities:

To ensure effectiveness and efficiency of the Council the Governance Committee will periodically review the Council's policy/procedure and standards related to the conduct and affairs of the Council including but not limited to:

- 1) Developing, reviewing and monitoring the operating structure of the Council in relation to the ability for administering its mandated tasks;
- 2) Establishing, reviewing and revising Council bylaws in accordance to changes to the law, regulation or HRSA mandates;
- 3) Developing, reviewing and modifying policies and procedures for Council and Committee implementation;
- 4) Reviewing policies, procedures and standards developed in other Council Committees for consistency to form, intent and application to existing governance structure
- 5) In consultation with the Recipient, monitor Federal/State/Local regulations and guidance to facilitate compliance;

Desired Experience of Members:

Governance Committee membership shall be comprised of members of the Executive Committee and may include Council Members with skill sets addressing the task under review. Desired characteristics include one or more of the following:

- Comprehensive understanding of the Ryan White CARE Act;
- Awareness of responsibilities and activities of the Council and its Committees;
- Historical understanding of the Council's development;

- Stakeholder in Council decisions (consumers, providers, affected communities)
- Experience with organizational/program design and development;
- Familiarity with California and Federal law/regulations related to public boards/councils, HRSA mandated programs and general organization governance
- Policy and/or procedural writing skills.

Expectations of Members:


- 1) Regularly attend and actively participate in Governance Committee meetings;
- 2) Review meeting materials prior to arriving at the meeting;
- 3) Identify issues in need of policy/procedural development;
- 4) Propose ideas and language for the development of new policies and procedures;
- 5) Understand existing policies and procedures;
- 6) Recognize when adopted policies and procedures are ineffective, inconsistent, inadequate or antiquated;
- 7) Provide constructive recommendations for improving existing policies and procedures;
- 8) Continually identify individuals who may be interested in membership on Governance.

Meetings:

The Governance Committee is a standing committee.

Contact Information:

Staff support is provided by Angelina Olweny who can be contacted at (916) 325-1630 or Angelina.olweny@valleyvision.org

Signed: 
Richard Benavidez, Chair

Date: 04/23/2025

HIV Health Services Planning Council
NEEDS ASSESSMENT COMMITTEE

COMMITTEE OVERVIEW

Statement of Purpose:

The purpose of the Needs Assessment Committee (NAC) is to support the mission of the HIV Health Services Planning Council. The goal of the NAC is to define and quantify specific needs of the HIV community in the Sacramento Transitional Grant Area (TGA). NAC will provide an updated yearly report on area needs for use by the Planning Council and the Priorities and Allocation Committee in the annual priority setting and allocation processes.

Committee Responsibilities:

NAC is the primary entity through which the Council receives documentation of service needs of people living with HIV in the TGA. To provide this information, NAC is charged with:

- 1) Developing and implementing methods by which a comprehensive understanding of the service needs of PLWHA can be acquired at least once every three years;
- 2) Determining capabilities and capacities of service providers at least once every three years;
- 3) Annually updating needs assessment findings with studies of special populations/populations with special needs;
- 4) Analyzing and organizing findings for reporting to PAC, Council, and other appropriate entities.

Desired Experience of Members:

NAC membership requires a host of talents, skills, and experiences.

Particular needs include:

- Epidemiologists
- Researchers
- Statisticians
- Database designers
- People living with HIV (including Ryan White service consumers)
- HIV service providers (both within and external to the Ryan White service community)
 - Particularly medical, medical case management, outreach and testing providers
- Recipient staff

Expectations of Members:

NAC relies on its members to identify areas in need of investigation and develop strategies for completing studies. To be effective, members are expected to:

- 1) Regularly attend and actively participate in NAC meetings;
- 2) Review meeting materials prior to arriving at the meeting;
- 3) Identify areas that need to be further examined in order for the TGA to gain a better understanding of the service needs and capabilities in the region;
- 4) Propose strategies for conducting needs and capacity assessment studies;
- 5) Provide feedback on tools and methodology used for implementation of studies;
- 6) Facilitate access to communities being studied; and,
- 7) Continually identify individuals who may be interested in membership on NAC.

Meetings:

Unless otherwise indicated, the Needs Assessment Committee meets quarterly on the first Tuesday of the month, in March, June, September and December, from 3:00 p.m. – 4:30 p.m. at the Sacramento County Health Center, 4600 Broadway, Conference Room 2020, Sacramento, CA 95823.

Contact Information:

Staff support is provided by Angelina Olweny who can be contacted at (916) 325-1630 or Angelina.olweny@valleyvision.org

Approved by the HIV Health Services Planning Council on:



Richard Benavidez, Chair

Dated: 04/26/2023

HIV Health Services Planning Council
PRIORITIES AND ALLOCATIONS COMMITTEE

COMMITTEE OVERVIEW

Statement of Purpose:

The purpose of the Priorities and Allocations Committee (PAC) is to support the mission of the HIV Health Services Planning Council. To this end, PAC shall review and act on data and information to establish proposals for the annual funding priorities and service allocations for Ryan White CARE Act funds.

Statement of Values:

The PAC is dedicated to considering the following values in recommending service priorities and funding allocations:

- Compassion – Assisting those who cannot support themselves
- Equity – Relatively equal portions with attention paid to severe need
- Fairness – Similar cases treated in a similar fashion
- Utilitarianism – Greatest good for the greatest number
- Nuanced Inclusiveness – Since there are real differences among participants regarding both need and ability, a process for assessing these differences will be developed, thereby allowing for differential distribution.

Committee Responsibilities:

PAC is the body through which the HIV Health Services Planning Council receives recommendations on how best to utilize Ryan White funds throughout the TGA. To provide sensible recommendations, PAC is charged with:

- 1) Reviewing quantitative and qualitative information on service needs, use, costs, outcomes; and availability (internal and external to Ryan White);
- 2) Determining which services are most needed by people living with HIV (regardless of funding source) and establishing service category priorities;
- 3) Projecting annual need for essential services;
- 4) Calculating reasonable allocation allotments for essential services;
- 5) Developing annual funding request;
- 6) Sets directives for service delivery in order to increase access by special populations or otherwise ensure fair distribution of resources.
- 7) Revising annual allocations based upon actual award/changes in actual service cost or utilization patterns.

Desired Experience of Members:

Because PAC must assess and consider a wide range of inputs, desired membership qualities are broad. Desired experience includes:

- Understanding of issues impacting people living with HIV;
 - Service consumers
 - Service providers

- Budgeting expertise, or a willingness to learn the process;
- Familiarity with the health and human service delivery community;
- Recipient staff.

Expectations of Members:

PAC provides critical recommendations to the Council regarding the use of Ryan White funds.

It is imperative that members


- 1) Commit to regularly attend and actively participate in PAC meetings;
- 2) Thoroughly review meeting materials prior to arriving at the meeting;
- 3) Abide by approved policies and procedures when discussing priorities and allocations;
- 4) Provide recommendations on how reviewed material should play into the priority setting and allocation processes;
- 5) Consider all data prior to making decisions and provide unbiased input;
- 6) Offer prioritization and allocation proposals justified by reviewed data/information;
- 7) Identify additional data needs;
- 8) Identify methods for improving processes;
- 9) Suggest ideas on how services could best be delivered;
- 10) Continually identify individuals who may be interested in membership on PAC.

Meetings:

Unless otherwise indicated, the Priorities and Allocations Committee meets on the first Wednesday of the months of March, May, June, September, and January, from 9:00 a.m. – 11:00 a.m., at the Sacramento County Health Center, 4600 Broadway, Conference Room 2020, Sacramento, CA 95817.

Contact Information:

Staff support is provided by Angelina Olweny who can be reached at (916) 325-1630 or Angelina.olweny@valleyvision.org

Signed: 
Richard Benavidez, Chair

Date: 6/28/2023

HIV Health Services Planning Council
QUALITY ADVISORY COMMITTEE

COMMITTEE OVERVIEW

Mission Statement:

The Quality Advisory Committee (QAC) will seek to ensure the quality, consistency, and cost effectiveness with which Ryan White funded services are delivered to consumers by developing and monitoring standards to be utilized by providers delivering Ryan White services.

Committee Responsibilities:

QAC is responsible for developing service recommendations that impact how providers deliver services to consumers on a daily basis. To accomplish its task, QAC:

- 1) Provides oversight of the Ryan White Quality Management program
- 2) Researches methods and practices by which services are delivered in Ryan White funded service categories;
- 3) Seeks input from service providers on realistic expectations on how services could be provided, with a focus on quality assurance and cost effectiveness;
- 4) Seeks input from consumers on what is expected or needed when accessing services;
- 5) Identifies standards by which services should be delivered;
- 6) Creates category-specific service standards;
- 7) Periodically reviews service standards for ongoing relevance;
- 8) Develops and reviews performance indicators to ensure that services are achieving desired quality outcomes.
- 9) One member of the Quality Advisory Committee will participate in the Ryan White CARE Program's Continuous Quality Improvement Program.

Desired Experience of Members:

QAC must be able to draw on a balance of experiences from both providers and consumers of services. Specific skills include:

- Provider experience (delivery of direct service);
 - Representation from a broad range of services, including medical, dental, psychosocial, and support services
- Consumer experience (accessing direct service);
- Program development and evaluation;
- Quality management;
- Recipient staff.

Expectations of Members:

QAC relies on its regular members to determine the fairness and consistency of service standards in its effort to develop functional service standards. Therefore, members are expected to:

- 1) Consistently attend and actively participate in QAC meetings;
- 2) Review meeting materials prior to arriving at the meeting;
- 3) Identify service categories, or areas of service delivery needing service standards;
- 4) Propose ideas and language for standards under consideration by the Committee;
- 5) Facilitate access to stakeholders of service standards;

- 6) Critique suggestions offered by other Committee members and non-Committee members;
- 7) Continually identify individuals who may be interested in membership on QAC.
- 8) As needed, identify individuals with expertise on developing specific service standards.

Meetings:

Unless otherwise indicated, the Quality Advisory Committee meets quarterly on the first Tuesday of the month, in March, June, September, and December from 2:00 p.m. – 3:00 p.m. at the Sacramento County Health Center, 4600 Broadway, Conference Room 2020, Sacramento, CA 95823.

Contact Information:

Staff support is provided by Angelina Olweny who can be contacted at (916) 325-1630 or Angelina.olweny@valleyvision.org.

Approved by the HIV Health Services Planning Council on:



Richard Benavidez, Chair

Date: 04/26/2023

**Sacramento TGA
HIV Health Services Planning Council Roster**

Updated 9/16/2025

Seat/Category	Name	Gender	Race	Affiliation	Appointed	Expires
1. Affected/Underserved Community	Marc Sanchez	M	Hisp	Non-Aligned	09/09/25	12/31/26
2. Affected/Underserved Community	Zachary Basler	M	W	Non-Aligned	01/28/20	12/31/27
3. Local Public Health	Melody Law	F	Asian	County of Sacramento	07/12/16	12/31/26
4. Affected/Underserved Community	Arturo Jackson III	M	Hisp	Non-Aligned	12/12/23	12/31/26
5. Affected/Underserved Community	Salvador Rea	M	Hisp	Non-Aligned	03/11/25	12/31/26
6. Health Care Provider	Roxanne Gaedeke	F	W	WellSpace Health	05/13/25	12/31/25
7. Substance Abuse Treatment	Vacant					12/31/21
8. Affected/Underserved Community	Adrian Lujan	TG	Hisp	Non-Aligned	09/09/25	12/31/25
9. Federal AETC	Vacant					12/31/26
10. CBO Serving HIV/AIDS	Kristina Kendricks-Clark	F	AA	Harm Reduction Services	12/06/16	12/31/26
11. Non-Elected Community Leader	MacArthur Flourmoy	M	AA	Non-Aligned	12/12/23	12/31/26
12. Housing & Homeless Service	Vacant					12/31/24
13. Affected Community-Parolee	Christopher Kendrick- Stafford	M	W	Non-Aligned	07/11/23	12/31/26
14. Children/Youth/Families	Jake Bradley-Rowe	M	W	Sunburst Projects	07/13/21	12/31/26
15. Alt Affected/Underserved Community	Vacant					12/31/11
16. Alt Affected/Underserved Community	Vacant					12/31/11
17. Affected/Underserved Community	Troy Stermer	M	W	Sierra Foothills AIDS Foundation	07/11/23	12/31/25
18. Federal Title III (Part C)	Shannon Shaw	F	W	One Community Health	09/09/25	12/31/25
19. Affected/Underserved Community	Kane Ortega	M	Hisp	Non-Aligned	01/12/05	12/31/25
20. Affected/Underserved Community	Vacant					12/31/25
21. Health Care Provider	Austin Green	M	W	Non-Aligned	09/26/23	12/31/26
22. Affected/Underserved Community	Vacant					12/31/99
23. Fiscal Agent Representative	Chelle Gossett	F	W	Sacramento County Public Health	03/19/19	12/31/27
24. Affected/Underserved Community	Vacant					12/31/03
25. Pediatric Consumer	Vacant					12/31/02
26. Affected/Underserved Community	Oscar Correa	M	Hisp	Non-Aligned	01/07/25	12/31/28
27. Affected/Underserved Community						12/31/25
28. Non-Elected Community Leader	Clarmundo Sullivan	M	AA	Golden Rule Services	02/27/24	12/31/26
29. State Gov Medi-Cal	Chris Amaral	M	W	CA State Medi-Cal Office	09/09/25	12/31/25
30. Affected/Underserved Community	Richard Benavidez	M	Hisp	Sierra Foothills AIDS Foundation	08/26/14	12/31/27
31. HOPWA	Scott Fong	M	Asian	SHRA	02/27/24	12/31/27
32. Affected/Underserved Community	Vacant					12/31/25
33. Affected/Underserved Community	Vacant					12/31/26
34. State Government Title II (Part B)	LeRoy Blea	M	Hisp	CA State Office of AIDS	09/09/25	12/31/25
35. Non-Elected Community Leader	Vacant					12/31/27
36. Non-Elected Community Leader	Jose Emmanuel Vega	M	Hisp	Gilead Sciences	09/09/25	12/31/27
37. Social Services	Lenore Gotelli	F	W	RX Healthcare	03/14/23	12/31/26
38. HIV Prevention Svcs Professional	Aaron Armer	TG	AA	Sacramento LGBT Center	02/27/24	12/31/25
39. Local Public Health	Melissa Willett	F	W	Sierra Foothills AIDS Foundation	08/24/21	12/31/27
40. Local Public Health	Heather Orchard	F	W	El Dorado County Public Health	12/03/24	12/31/27
41. Affected/Underserved Community	Ronnie Miranda	M	AA	Non-Aligned	07/28/20	12/31/26
42. Affected/Underserved Community	Steve Austin	M	W	Non-Aligned	07/28/20	12/31/27
43. Mental Health Service Provider	Vacant					12/31/23
44. Affected/Underserved Community (Native American)	Vacant					12/31/23

HIV Health Services Planning Council
2025-2026 Council and Committee Chair List

Committee	Name	Phone	Email
HHSPC Chair	Richard Benavidez	916-612-3445	Richardbenavidez70@gmail.com
HHSPC Vice Chair	MacArthur Flournoy	808-476-3272	mhflournoy@gmail.com
ACC Chair	Zach Basler	415-299-7027	zacharybasler@gmail.com
AdAC Chair	Melissa Willett	530-889-2437	melissa@sierrafoothillsaids.org
PAC Chair	Jake Bradley-Rowe	916-440-0889	jake@sunburstprojects.org
Governance Chair	Jake Bradley-Rowe	916-440-0889	jake@sunburstprojects.org
NAC Chair	Lenore Gotelli	916-502-8628	lgotelli@Rxnursing.com
QAC Chair	Lenore Gotelli	916-502-8628	lgotelli@Rxnursing.com

Updated 9/03/2025

FY25		ACC	AdAC	Exec	NAC	PAC	QAC
Aaron	Armer		x				
Adrian	Lujan						
Arturo	Jackson	x					
Austin	Green						
Chelle	Gossett		x	x		x	
Chris	Amaral						
Christopher	Kendrick-Stafford	x					
Clarmundo	Sullivan					x	
Heather	Orchard						
Jake	Bradley-Rowe		x	x		x	
Jose	Emmanual Vega						
Kane	Ortega	x					
Kristina	Kendricks-Clark					x	
Lenore	Gotelli		x	x	x	x	x
LeRoy	Blea						
MacArthur	Flournoy	x	x	x			
Marc	Sanchez	x					
Melissa	Willett		x	x		x	
Melody	Law						
Oscar	Correa						
Richard	Benavidez	x	x	x	x	x	x
Ronnie	Miranda				x	x	
Roxanne	Gaedeke						

Sal	Rea						
Scott	Fong						
Shannon	Shaw					x	
Steve	Austin	x					
Troy	Stermer		x				
Zach	Basler	x		x		x	

Non-Council Members

Carolyn	Buck					x	
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2025-26 Sacramento HIV Health Services Planning Council and Committee Meeting Schedule

Committee meetings are held monthly and are subject to cancellation or change. Please check the Sacramento TGA – HIV Health Services Planning Council Website www.sacramento-tga.com for the most updated meeting schedule.

MEETING	DATE/TIME	LOCATION
HIV Health Services Planning Council	4 th Wednesday of each month, 10:00 AM – 12 PM *Except Nov/Dec which will be held 12/10/25	Sacramento County Health Center 4600 Broadway, Sacramento, CA 95820 Community Room 2020
Administrative Assessment Committee (AdAC) (Must be a Council Member to Participate)	Meets as determined by Committee Generally twice a year.	Zoom
Affected Communities Committee (ACC)	1 st Monday of even months, 3:00-4:00 PM April, June, August, October, December, and February	Sacramento County Health Center 4600 Broadway, Sacramento, CA 95820 Community Room 2020
Executive Committee (Exec)	2 nd Thursday of the months of March, May, June, September, and January, 3:00 PM - 5:00 PM	Sacramento County Health Center 4600 Broadway, Sacramento, CA 95820 Community Room 2020
Governance Committee (Gov)	1 st Wednesday of the months of March, May, June, September, and January, 11:00 AM-12 PM	Sacramento County Health Center 4600 Broadway, Sacramento, CA 95820 Community Room 2020
Quality Advisory Committee (QAC)	Meets Quarterly, 2:00-3:00 PM 1 st Tuesday in March, June, September, and December	Sacramento County Health Center 4600 Broadway, Sacramento, CA 95820 Community Room 2020
Needs Assessment Committee (NAC)	Meets Quarterly, 3:00-4:30 PM 1 st Tuesday in March, June, September, and December	Sacramento County Health Center 4600 Broadway, Sacramento, CA 95820 Community Room 2020
Priorities and Allocations Committee (PAC)	1 st Wednesday of the months of March, May, June, September, and January, 9:00- 11 AM *Additional meetings may be scheduled	Sacramento County Health Center 4600 Broadway, Sacramento, CA 95820 Community Room 2020

**SACRAMENTO HIV CARE SERVICES PROGRAM
CONTRACTOR LIST – FY25**

<p style="text-align: center;">Golden Rule Services 7171 Bowling Drive, Suite 210 Sacramento, CA 95823 Phone (916) 427-4653 Fax (916) 427-4655</p>	<p style="text-align: center;">Sacramento Sexual Health Clinic 4600 Broadway, Suite 1400 Sacramento, CA 95820 Phone (916) 875-1551 Fax (916) 854-9588</p>
<p style="text-align: center;">Harm Reduction Services 2800 Stockton Blvd Sacramento, CA 95817 Phone (916) 456-4849 Fax (916) 456-2196</p>	<p style="text-align: center;">Sunburst Projects 2143 Hurley Way, Suite 240 Sacramento, CA 95825 Phone (916) 440-0889 Fax (916) 440-1208</p>
<p style="text-align: center;">One Community Health 1500 21st Street Sacramento, CA 95811 Phone (916) 443-3299 Fax (916) 325-1980</p>	<p style="text-align: center;">UCDMC Pediatric Infectious Disease 2516 Stockton Blvd, Ticon II Sacramento, CA 95817 Phone (916) 734-3557 Fax (916) 734-7890</p>
<p style="text-align: center;">WellSpace Health 1820 J Street Sacramento, CA 95811 Phone (916) 737-5555</p>	
<p style="text-align: center;"><u>YOLO COUNTY PROVIDER:</u> CommuniCare+OLE 500-B Jefferson Blvd #195, West Sacramento, CA 95605 or 215 W. Beamer St., Woodland, CA 95695 916-403-2900 x 2904</p>	
<p style="text-align: center;"><u>EL DORADO COUNTY PROVIDER:</u> Sierra Foothills AIDS Foundation (SFAF) El Dorado Physical: 550 Pleasant Valley Road, Suite 1F Diamond Springs, CA 95619 Mail: 550 Main Street, Suite 1F, Diamond Springs, CA 95619 Phone (530) 622-1923 Fax (530) 344-0685</p>	<p style="text-align: center;"><u>PLACER COUNTY PROVIDER:</u> Sierra Foothills AIDS Foundation (SFAF) Placer 12183 Locksley Lane, Suite 208 Auburn, CA 95602 Phone (530) 889-2437 Fax (530) 889-2443</p>

HIV Care Services Program

FY 2025-2026

CONTRACT PROVIDER PROFILES

Sacramento County

- **Golden Rule Services** – The Agency provides non-medical case management services for people living with HIV/AIDS. Golden Rule Services also provides a variety of free condom distribution, PrEP Navigation, PrEP Enrollment Assistance, HIV, STD, and Hepatitis C education, prevention, and testing services to underserved, high-risk, and vulnerable community members including People of Color, the lesbian, gay, bisexual and transgender community, women, sex industry workers, injection drug users, ex-offenders, and youth.
- **Harm Reduction Services (HRS)** – The Agency provides outreach to under-served populations with a special emphasis targeting People Who Inject Drugs (PWID) and other Substance Using HIV+ individuals who are currently not in medical care as well as individuals engaged in sex work. The agency also provides medical case management services under the Minority AIDS Initiative (MAI) to deliver specialized intensive field-based case management services and provides medical transportation services, food bank, and emergency financial assistance to their clients.
- **One Community Health** – The Agency provides a wide array of services to persons living with HIV/AIDS including: medical services, oral health care, pharmacy and laboratory services, mental health services, medical case management including Minority AIDS Initiative case management, health insurance premium assistance, non-medical case management, housing, transportation, medical nutritional therapy, outreach, and residential and outpatient substance abuse services.
- **Sacramento Sexual Health Clinic** – The Agency provides medical services, mental health, medical case management, food, emergency financial assistance, health insurance premium assistance, non-medical case management, health education/risk reduction, linguistic, and transportation services for persons living with HIV/AIDS.
- **Sunburst Projects** – The Agency's mission is to serve the needs of the HIV/AIDS community through compassionate care and services such as medical case management including Minority AIDS Initiative case management. Other programs include behavioral health services such as individual, couples, family, and group mental health therapy, psychiatric care, non-medical case management, transportation, childcare, food, emergency financial assistance, 340b pharmacy services, and housing assistance. Sunburst Projects serves men, women, children, and families throughout the Sacramento TGA.
- **University of California – Davis Pediatric Infectious Disease Clinic (UCD)** – The agency provides pediatric primary medical care, pediatric medication adherence services, medical transportation services, and medical case management services to children living with HIV/AIDS.
- **WellsSpace Health** – The Agency provides medical services, medical case management, food, non-medical case management, outreach, health education/risk reduction, and transportation services for persons living with HIV/AIDS.

El Dorado County

- **Sierra Foothills AIDS Foundation – Diamond Springs, CA** – The Agency’s primary mission is to provide comprehensive support services to people living with HIV or AIDS and their families and to provide education and prevention services to the general public, including free HIV testing. Services include medical case management, medical transportation vouchers, health insurance and cost-sharing assistance, mental health services, oral health services, residential substance abuse treatment services, and other critical needs.

Placer County

- **Sierra Foothills AIDS Foundation, Auburn, CA**– The Agency’s primary mission is to provide comprehensive support services to people living with HIV or AIDS and their families and to provide education and prevention services to the general public, including free HIV testing. Services include medical case management, medical transportation vouchers, health insurance and cost-sharing assistance, mental health services, oral health services, residential substance abuse treatment services, and other critical needs.

Yolo County

- **CommuniCare+OLE, West Sacramento and Woodland, CA**– Client-focused and community-based, CommuniCare+OLE’s HIV/AIDS medical case management services help people living with HIV/AIDS in Yolo County to maintain and enhance their independence and quality of life. The HIV/AIDS medical case management services assist clients in accessing appropriate resources through referrals and provide support for clients dealing with multiple sources of stress including physical illness, emotional well-being, finances, and social relationships. HIV/AIDS medical case management services are comprehensive and long-term in scope.

FY25 HIV Care Services Provider and Service Matrix	One Community Health	Communi-Care+OLE (Yolo)	Sierra Foothills AIDS Foundation (El Dorado)	Golden Rule Services	Harm Reduction Services	Sacramento County Sexual Health Clinic	Sierra Foothills AIDS Foundation (Placer)	Sunburst Projects	UC Davis Pediatrics	WellSpace Health
Ambulatory Care	•					•			•	•
Child Care								•		
Emergency Financial Assistance		•	•		•	•	•	•		
Food Bank/Home Delivered Meals	•	•			•	•		•		•
Health Education and Risk Reduction						•				•
Health Insurance and Cost-Sharing Assistance Program	•		•			•	•			
Housing	•	•								
Linguistic Services						•				
Medical Case Management	•	•	•		•	•	•	•	•	•
Medical Case Management - MAI	•				•			•		
Medical Nutritional Therapy	•									
Medical Transportation	•	•	•		•	•	•	•	•	•
Mental Health	•		•			•	•	•		
Non-Medical Case Management	•			•		•		•		•
Oral Health Care	•	•	•				•			
Outreach Services	•									•
Substance Abuse - Residential	•									
Substance Abuse - Outpatient	•									

Updated 3.12.25