



MINUTES

Para solicitar una copia de estos minutos en español por favor contacte a Martha Garcia al (714) 834-8399 o [MGarcia@ochca.com](mailto:MGarcia@ochca.com).

**Chair:** Kean Kirk

**Recorder:** Martha Garcia

**Members Present (via Webinar):** Mark Coleman, John Conrad, Michelle Gallardo, Dr. Geeta Gupta, Dr. Scott Huffman, Kean Kirk, Dr. Christopher Ried, and Lydia Tran

**Members Present (In office):** None

**Affiliate Members Present (In Office):** None

**Members Absent:** Homero Beltran (LOA), Sandra Boodman (LOA), Narciso Guevara (LOA), Steven Madrid (LOA), Fernando Martinez (LOA), and John Paquette (LOA)

**Affiliate Members Absent:** Adelmo Chan (LOA)

**Staff:** Martha Garcia, Matilde Gonzalez-Flores, Mindy He, Karen Leland, and Marlon Velasco

**Staff Members Absent:** None

**Guests:** Tamarra Jones, Jeanine Mumford, Tara Raoufi, and Natalie Silva

**Item 1. Call to Order:** Kean Kirk called the meeting to order at 6:07 pm.

**Item 2. Welcome and Introductions:**

Kean Kirk welcomed all in attendance. Kean provided an overview of the agenda, the purpose of public comment, and how the meeting will be facilitated. The meeting was held in office and as a webinar due to special circumstances. A roll call for attendance was taken. A quorum was established.

**Item 3. Approval of Agenda:**

Michelle Gallardo put forward a motion to approve the agenda. The Chair repeated the motion. John Conrad seconded the motion. There was no discussion or public comment. The motion passed by consensus.

**Item 4. Approval of January 13, 2021 Minutes:**

Prior to approval Michelle Gallardo informed members that under Item 8, the 11<sup>th</sup> bullet under Part A Funding Reallocations should read "\$217,486" instead of "\$217,48" and the 4<sup>th</sup> bullet under Part A COVID-19 Response should read "\$51,877" instead of "\$51,577. Michelle Gallardo put forward a motion to approve the January 13, 2021 minutes with the changes. The Chair repeated the motion. Dr. Gupta seconded the motion. There was no discussion or public comment. The motion passed by consensus.

**Item 5. Public Comment:**

There was no public comment.

**Item 6. Our Working Council Discussion:**

There were no comment cards for review. Kean Kirk reminded members that comment cards can be submitted to Planning Council Support via email.

**Item 7. Approval of Cost Containment Strategies for Dental Services:**

Matilde Gonzalez-Flores provided an overview of cost containment strategies for dental services. Cost containment strategies were also discussed at the January 13<sup>th</sup> Council meeting. PSAP discussed cost containment strategies at their January 27<sup>th</sup> meeting and made the following recommendations to Council:

- Approve the \$900 spending cap per Ryan White patient for dental services for FY21.
- Approve the ability for the Grant Recipient to update the Directives to the Grant Recipient for the Delivery of Ryan White Part A/Minority AIDS Initiative Funded Services to include the annual spending cap for dental services.
- Approve the prioritization of Part A funding for Oral Health Care upon receipt of the FY21 full Part A award and increase the allocation to Oral Health Care Services by \$51,266 for a total allocation of \$472,887 to meet the estimated need for services.

John Conrad put forward a motion to approve the cost containment strategy recommendations for dental services proposed by PSAP. The Chair repeated the motion. Mark Coleman seconded the motion. There was no further discussion or public comment. A roll call vote was taken. The yay votes were unanimous and the motion carried to approve the cost containment strategy recommendations for dental services proposed by PSAP.

**Item 8. Approval of Tentative Master Calendar of Council and Committee Activities:**

Marlon Velasco provided an overview of the Tentative Master Calendar of Council and Committee Activities. Dr. Gupta put forward a motion to approve the Tentative Master Calendar of Council and Committee Activities. The Chair repeated the motion. Dr. Huffman seconded the motion. There was no discussion or public comment. A roll call vote was taken. The yay votes were unanimous to approve the Tentative Master Calendar of Council and Committee Activities.

**Item 9. Approval of Planning Council and Grant Recipient Responsibilities:**

Matilde Gonzalez-Flores provided an overview of the Planning Council and Grant Recipient Responsibilities. Michelle Gallardo put forward a motion to approve the Planning Council and Grant Recipient Responsibilities. The Chair repeated the motion. Dr. Gupta seconded the motion. There was no discussion or public comment. A roll call vote was taken. The yay votes were unanimous to approve the Planning Council and Grant Recipient Responsibilities.

**Item 10. Approval of Housing Directives:**

Matilde Gonzalez-Flores provided an overview of the Housing Directives with the proposed changes due to the COVID-19 pandemic. Michelle Gallardo put forward a motion to approve the Housing Directives. The Chair repeated the motion. Dr. Gupta seconded the motion. There was no discussion or public comment. A roll call vote was taken. The yay votes were unanimous and the motion carried to approve the housing Directives.

**Item 11. Approval of IPC and PSAP Committee Members:**

Martha Garcia provided an overview of the IPC and PSAP members for approval. Dr. Gupta put forward a motion to approve the IPC and PSAP members as a slate. The Chair repeated the motion. John Conrad seconded the motion. There was no discussion or public comment. A roll call vote was taken. The yay votes were unanimous and the motion carried to approve the IPC and PSAP members as a slate.

**Item 12. Approval of Council Affiliate Program Policies and Procedures:**

Mindy He provided an overview of the Council Affiliate Program Policies and Procedures. Dr. Gupta put forward a motion to approve the Council Affiliate Program Policies and Procedures with the proposed changes. The Chair repeated the motion. Michelle Gallardo seconded the motion. There was no discussion or public comment. A roll call vote was taken. The yay votes were unanimous and the motion carried to approve the Council Affiliate Program Policies and Procedures with the proposed changes.

**Item 13. Approval of Mentoring Guidelines Policies and Procedures:**

Marlon Velasco provided an overview of the Mentoring Guidelines Policies and Procedures. Dr. Huffman put forward a motion to approve the Mentoring Guidelines Program Policies and Procedures with the proposed changes. The Chair repeated the motion. Michelle Gallardo seconded the motion. There was no discussion or public comment. A roll call vote was taken. The yay votes were unanimous and the motion carried to approve the Mentoring Guidelines Program Policies and Procedures with the proposed changes.

**Item 14. Grant Recipient Reports:**

**A. HIV Planning and Coordination:** Matilde Gonzalez-Flores provided the following updates:

- **Staffing Updates:**

Matilde Gonzalez-Flores informed members that Marlon Velasco was promoted to the Program Supervisor position and Kristin Alix will be the new Quality Improvement Specialist.

**Item 15. Matters from the Chair:**

There were no matters from the Chair.

**Item 16. Member's Privilege/Announcements:**

There were no matters from the members.

**Item 17. Adjournment until March 10, 2021:**

Kean Kirk adjourned the meeting at 7:41 pm.