



Wednesday, March 10, 2021
Webinar Meeting



MINUTES

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

Chair: John Paquette

Recorder: Martha Garcia

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

Members Present (In office): None

Affiliate Members Present (In Office): None

Members Absent: Homero Beltran (LOA), Narciso Guevara (LOA), Steven Madrid (LOA), and Fernando Martinez (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: Ignacio Alvarez, Tamarra Jones, and Jeanine Mumford

Item 1. Call to Order: John Paquette called the meeting to order at 6:03 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 as a webinar due to special circumstances. A roll call for attendance was taken. A quorum was established.

Item 3. Approval of Agenda:

Prior to the approval of the agenda Matilde Gonzalez-Flores asked the members to postpone Item 10 - Mileage Guidelines Policies and Procedures to next month. The agenda item will be brought back as an action item to request approval for the policy and procedure to become inactive. Dr. Gupta put forward a motion to approve the agenda. The Chair repeated the motion. Michelle Gallardo seconded the motion. There was no discussion or public comment. The motion passed by consensus.

Item 4. Approval of February 10, 2021 Minutes:

Mark Coleman put forward a motion to approve the February 10, 2021 minutes. The Chair repeated the motion. John Conrad 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. John Paquette reminded members that comment cards can be submitted to Planning Council Support via email.

Item 7. Member Acknowledgement:

John Paquette acknowledged Sandra Boodman.

Item 8. Code of Ethics / Conflict of Interest Presentation:

Martha Garcia presented an overview on Code of Ethics and Conflict of Interest to the members. The Form 700 is a mandatory form that must be completed by each Council member.

Item 9. Overview of California Planning Group (CPG) Membership:

Matilde Gonzalez-Flores informed members that due to Sandra Boodman's resignation from Council a new CPG representative needs to be nominated to represent the Council. An overview of the CPG responsibilities and duties was provided to members. Council will vote to nominate a new CPG representative at the April 14, 2021, Council meeting. The representative will complete Sandra's term through May 2021. Members interested in becoming a CPG member were asked to complete the application and statement of interest and submit by April 2, 2021 to Planning Council Support.

- Item 10. Approval of Mileage Guidelines Policies and Procedures:**
Postponed until next meeting.
- Item 11. Approval of Council Open Nomination Process Guidelines Policies and Procedures:**
Mindy He provided an overview of the Council Open Nomination Process Guidelines Policies and Procedures with the proposed changes. Dr. Ried put forward a motion to approve the Council Open Nomination Process Guidelines Policies and Procedures. The Chair repeated the motion. Dr. Huffman seconded the motion. There was no discussion or public comment. A roll call vote was taken. The yea votes were unanimous and the motion carried to approve the Council Open Nomination Process Guidelines Policies and Procedures with the proposed changes
- Item 12. 2020 Year in Review Presentation:**
Matilde Gonzalez provided an overview of Council accomplishments in 2020.
- Item 13. Approval of Common Standards of Care:**
Marlon Velasco provided an overview of the Common Standards of Care with the proposed changes. John Conrad put forward a motion to approve the Common Standards of Care. The Chair repeated the motion. Michelle Gallardo seconded the motion. There was no discussion or public comment. A roll call vote was taken. The yea votes were unanimous and the motion carried to approve the Common Standards of Care with the proposed changes.
- Item 14. Grant Recipient Reports:**
- A. HIV Planning and Coordination:** Matilde Gonzalez-Flores provided the following updates:
- **Revised Ryan White Part A/MAI Directives to the Grant Recipient**
An overview of the Ryan White Part A/MAI Directives to the Grant Recipient with the tracked changes Council approved in February. A clean copy of the Directives was also provided to members.
 - **Site Visits**
Due to COVID, HRSA waived the site visit requirement in 2020. This year there is no waiver and HIVPAC is moving forward with the site visit process. Providers will have the option of an in person or virtual site visit.
 - **New Leader Training**
New Leader training is scheduled for March 31, 2021 at 6:00pm. This training is for Council and Committee Officers. More information to follow.
- Item 15. Matters from the Chair:**
John Paquette informed members the following was in their packet:
- Revised Housing Directives
 - Council and Affiliate Program Policies and Procedures
 - Mentoring Guidelines Policies and Procedures
 - Master Calendar of Activities
 - Grant Recipient Responsibilities
- Item 16. Member's Privilege/Announcements:**
Michelle Gallardo informed members that the City of Anaheim was accepting applications for the Emergency Rental Assistance program. Applications are being accepted until March 31, 2021, applicants must live in Anaheim.
- Item 17. Adjournment until April 14, 2021:**
John Paquette adjourned the meeting at 7:44 pm.