



HIV PLANNING COUNCIL
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Wednesday, November 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@ocnca.com.

Chair: Fernando Martinez

Recorder: Martha Garcia

Members Present (via Webinar): Jessica Castellon, Dr. Geeta Gupta, Dr. Scott Huffman, Kean Kirk, Kristen Kowalczyk, Wendy Lords, Dr. Christopher Ried, Khloe Rios-Wyatt, and Lydia Tran

Members Present (In office): Homero Beltran and Fernando Martinez

Affiliate Members Present (In Office): Adelmo Chan

Members Absent: Michelle Gallardo (LOA), Narciso Guevara (LOA), and John Paquette (LOA)

Affiliate Members Absent: None

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

Staff Members Absent: None

Guests: Ignacio Alvarez, Alicia Camacho, Tamarra Jones, and Ricardo Velasco

Item 1. Call to Order: Fernando Martinez called the meeting to order at 6:06 pm.

Item 2. Welcome and Introductions:

Fernando Martinez welcomed all in attendance. Fernando 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 also as a webinar due to special circumstances. A roll call for attendance was taken. Martha Garcia announced that Adelmo Chan would be voting for Narciso Guevara. A quorum was established.

Item 3. Approval of Agenda:

Homero Beltran put forward a motion to approve the agenda. The Chair repeated the motion. Dr. Ried seconded the motion. There was no discussion or public comment. The motion passed by consensus.

Item 4. Approval of October 13, 2021 Minutes:

Kean Kirk put forward a motion to approve the October 13, 2021 minutes. The Chair repeated the motion. Adelmo Chan 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. Fernando Martinez reminded members that comment cards can be submitted to Planning Council Support via email.

Item 7. Nomination of Officers:

Martha Garcia reviewed the Planning Council Officer responsibilities and duties with the members. The Chair opened the floor for nominations as follows:

Chair:

- Fernando Martinez nominated Michelle Gallardo (pending)
- Dr. Huffman and Kean Kirk nominated John Paquette (pending)

Vice-Chair:

- Homero Beltran nominated Narciso Guevara (pending)
- Fernando Martinez nominated Kean Kirk (respectfully declined)
- Kean Kirk nominated John Paquette (pending)
- Dr. Gupta nominated Michelle Gallardo (pending)
- Dr. Ried nominated Lydia Tran (accepted)
- Dr. Ried nominated Fernando Martinez (accepted)

Nominations will remain open until December 8, 2021.

Item 8. Approval of FY 2021-22 Reallocations:

Mindy He provided an overview of the FY 2021-22 Reallocations. On October 27, 2021 the PSAP Committee approved the reallocation in funding and recommended staging in the following order:

Part A Funding Reallocations:

- Outpatient Ambulatory Health Services (Service Category 1.1): Increase of \$21,719 to \$1,089,933.
- Medical Retention Services (Service Category 2.1): Decrease of \$63,500 to \$679,300
- Linkage to Care (Service Category 2.2): Decrease of \$15,000 to \$370,516
- Health Insurance Premium Payment (Service Category 4): Decrease of \$5,000 to \$65,750
- Mental Health Services (Service Category 6): Decrease of \$27,000 to \$39,851
- Early Intervention Services (Service Category 9): Increase of \$8,000 to \$138,000
- Medical Nutrition Therapy (Service Category 12.1): Decrease of \$28,500 to \$136,031
- Home Delivered Meals (Service Category 12.3): Increase of \$22,000 to \$32,976
- Nutritional Supplements (Service Category 12.4): Increase of \$6,500 to \$70,275
- Home Health / Para-Professional Care (Service Category 13.2): Increase of \$101,000 to \$194,237
- Client Support Services (Service Category 2.3): Increase of \$64,153 to \$343,460
- Client Advocacy (Service Category 3.1): Decrease of \$80,975 to \$231,806
- Eligibility Screening (Service Category 3.2): Decrease of \$85,703 to \$350,387
- Emergency Financial Assistance for Medications (Service Category 5.3): Increase of \$5,000 to \$11,000
- Medical Transportation Services (Service Category 10): Increase of \$80,000 to \$131,391
- Outreach Services (Service Category 11): Decrease of \$2,694 to \$27,325
- Grant Administration: Increase of \$13,818 to \$484,420
- Quality Management: Decrease of \$13,818 to \$197,375

Minority AIDS Initiative Funding Reallocations:

- Medical Retention Services: Increase in MAI of \$460 to \$317,510
- Grant Administration: Increase of \$3,631 to \$34,572
- Quality Management: Decrease of \$3,631 to \$17,261

Prior to discussion, Kean Kirk, Kristen Kowalczyk, Wendy Lords, and Lydia Tran recused themselves by being placed in a virtual breakout room. Adelmo Chan put forward a motion to approve the FY 2021-22 Reallocations. The Chair repeated the motion. Homero Beltran seconded the motion. There was no discussion or public comment. The Chair asked for the members in favor say yay. The Chair then asked for any nay votes. The yay votes were unanimous and the motion carried to approve the FY 2021-22 Reallocations.

Item 9. Approve of the Non Discrimination Policies and Procedures:

Marlon Velasco provided an overview of the Non Discrimination Policies and Procedures. Adelmo Chan put forward a motion to approve the Non Discrimination Policies and Procedures. The Chair repeated the motion. Dr. Huffman seconded the motion. There was no discussion or public comment. The Chair asked for the members in favor say yay. The Chair then asked for any nay votes. The yay votes were unanimous and the motion carried to approve the Non Discrimination Policies and Procedures.

Item 10. Approval of Updating Previously Approved Council Documents Policies and Procedures:

Marlon Velasco provided an overview of the Updating Previously Approved Council Documents Policies and Procedures. Adelmo Chan put forward a motion to approve the Updating Previously Approved Council Documents Policies and Procedures. The Chair repeated the motion. Dr. Gupta seconded the motion. There was no discussion or public comment. The Chair asked for the members in favor say yay. The Chair then asked for any nay votes. The yay votes were unanimous and the motion carried to approve the Updating Previously Approved Council Documents Policies and Procedures.

Item 11. PSAP Process Presentation:

Matilde Gonzalez-Flores gave a presentation on the Priority Setting, Allocations, and Planning (PSAP) Process and responsibilities of the committee.

Item 12. CPG Update:

Matilde Gonzalez-Flores provided an overview of the CPG fall retreat that took place in October. The series of meetings were as follows:

- Day 1: Community engagement
- Day 2: Advocacy and Self Care

-Day 3: Committee Work

-Day 4: Ending the HIV Epidemic Update/AHEAD Dashboard and REACH Presentation

Item 13. State Office of AIDS Update:

Jessica Castellon provided an overview of the OA Voice November Newsletter. The link was shared with members.

Item 14. Grant Recipient Reports:

A. HIV Planning and Coordination: Matilde Gonzalez-Flores shared the following:

- Meetings are anticipated to resume in person in the Public Health Services Learning Center (Building 1729E) in 2022. While virtual options are also being considered, meetings must be conducted in accordance with the Brown Act.
- Constant Contact is a new email communication system that will be implemented in 2022. It will be a new form of communication with the Council and committees. Emails will look different but will continue to be sent by Planning Council Support, Martha Garcia.
- An overview of the Council assessment process will be presented during the next Council meeting on December 8, 2021 by the technical assistance provider.
- The Ryan White Part A application was submitted. Matilde acknowledged the contributions of the Council, committees, and HIVPAC team.
- Mindy He provided an overview of the Q2 Expenditure Report. The report is based on Q2 claimed expenses and invoices submitted as of 10/27/21.

B. Quality Management (QM) Committee:

Marlon Velasco provided an overview of Outreach Services Standards of Care. Lydia Tran put forward a motion to approve the Outreach Services Standards of Care. The Chair repeated the motion. Adelmo Chan seconded the motion. There was no discussion or public comment. The Chair asked for the members in favor say yay. The Chair then asked for any nay votes. The yay votes were unanimous and the motion carried to approve the Outreach Services Standards of Care.

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 December 8, 2022:

Fernando Martinez adjourned the meeting at 7:59 pm.