



MINUTES

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Chair: John Paquette

Recorder: Martha Garcia

Members Present (via Webinar): Jessica Castellon, Michelle Gallardo, Dr. Scott Huffman, Kristen Kowalczyk, Wendy Lords, Khloe Rios-Wyatt, and Lydia Tran

Members Present (In office): John Paquette and Ricardo Velasco

Affiliate Members Present (In Office): None

Members Absent: Homero Beltran (LOA), Dr. Geeta Gupta, Kean Kirk, Fernando Martinez (LOA), and Dr. Christopher Ried

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 and Tamarra Jones

Item 1. Call to Order: John Paquette called the meeting to order at 6:07 pm.

Item 2. Welcome and Introductions:

John Paquette welcomed all in attendance. John 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. A quorum was established.

Item 3. Approval of Agenda:

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

Item 4. Approval of December 8, 2021 Minutes:

Kristen Kowalczyk put forward a motion to approve the December 8, 2021 minutes. The Chair repeated the motion. Khloe Rios-Wyatt 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. Approval of the 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. Huffman seconded the motion. There was no discussion or public comment. The yay votes were unanimous to approve the Planning Council and Grant Recipient Responsibilities.

Item 8. Review Q3 Expenditure Report:

Mindy He provided an overview of the Q3 Expenditure Report that covered the timeframe from March 1, 2021 to November 30, 2021.

Item 9. Nomination and Election of Executive Committee At-Large Members:

Martha Garcia presented an overview of the Executive Committee At-Large Membership. There were no nominations and as such, the committee did not vote on or approve any At-Large members.

Item 10. Review of 2022 Meeting Participation Member Survey Results:

Matilde Gonzalez-Flores provided an overview of the 2022 meeting participation member survey results. The survey was to assess Council and committee member preferences for 2022 meeting attendance. Due to COVID-19 and pursuant to

Assembly Bill 361 and the Governor's Proclamation of a State of Emergency, Council and committee meetings have been held via video/teleconference. It is anticipated that meetings for 2022 will continue to be held via video/teleconference with a hybrid meeting option available for Council and HCAC to encourage member participation. In person meeting participation will be assessed on a monthly basis to ensure compliance with the Brown Act and that all the necessary precautions to ensure health and safety are followed.

Item 11. 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. Lydia Tran 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. The yay votes were unanimous to approve the Tentative Master Calendar of Council and Committee Activities.

Item 12. Ending the HIV Epidemic Update:

Matilde Gonzalez-Flores provided an update on Orange County's Ending the HIV Epidemic Plan including ongoing and planned community engagement activities, programs and services.

Item 13. CPG Update:

Matilde Gonzalez-Flores provided an overview of the December CPG meetings.

Item 14. State Office of AIDS Update:

Jessica Castellon provided an overview of the OA Voice January Newsletter.

Item 15. Grant Recipient Reports:

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

2022 Planning Council Binder

- Martha Garcia will follow up with an email regarding member's preference for the 2022 Council binder.

Constant Contact

- It is anticipated that HIVPAC will begin using Constant Contact, which is an email distribution system in February. Emails will look different but will continue to be sent by Planning Council Support, Martha Garcia.

Health HIV Planning Assessment

- The Health HIV Council assessment survey is open until January 14, 2022. All members were sent the email with the survey link directly by Health HIV. There have been very few responses to date. Members are encouraged to complete the survey as soon as possible.

2022 Membership Bios

- An example of the membership bios was presented to members. Members were reminded to submit a picture and a quick bio stating how long members have been on the Council and why they joined. Deadline for the submission is February 1, 2022 and should be sent to Planning Council Support, Martha Garcia.

FY 2021 Estimated Unobligated Balance and Carryover

- HRSA provided guidance that due to COVID-19 the requirement to submit the 2021 Estimated Unobligated Balance and Carryover request was waived this year.

B. Quality Management (QM) Committee:

Marlon Velasco provided an overview of the Referral for Healthcare and Supportive Services Standards of Care. Michelle Gallardo put forward a motion to approve the Referral for Healthcare and Supportive Services Standards of Care. The Chair repeated the motion. Khloe Rios-Wyatt 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 Referral for Healthcare and Supportive Services Standards of Care.

Item 16. Matters from the Chair:

John Paquette informed members the following was included in their packet

- FY 2021-22 Estimated Carryover Request
- Early Intervention Services Standards of Care

Item 17. Member's Privilege/Announcements:

There were no matters from the members.

Item 18. Adjournment until February 2, 2022:

John Paquette adjourned the meeting at 7:41 pm.