



**HIV PLANNING COUNCIL**  
[www.ochca.com/hivcouncil](http://www.ochca.com/hivcouncil)  
**Wednesday, April 8, 2020**  
**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](mailto:MGarcia@ochca.com).

**Chair:** John Paquette

**Recorder:** Martha Garcia

**Members Present (via Webinar):** Sandra Boodman, Mike Carson, Mark Coleman, John Conrad, Heather Enciso, Michelle Gallardo, Dr. Geeta Gupta, Liz Hall, Kean Kirk, Fernando Martinez, Dr. Thomas Nakatsuchi, Darby Osnaya, John Paquette, and Dr. Christopher Ried

**Affiliate Members Present:** None

**Members Absent:** Homero Beltran, Narciso Guevara, and Steven Madrid

**Affiliate Members Absent:** Adelmo Chan

**Staff:** Janlus Chou, Martha Garcia, Matilde Gonzalez-Flores, Mindy He, and Marlon Velasco

**Staff Members Absent:** None

**Guests:** Jeanine Mumford and Morelia Venegas

- Item 1. Call to Order:** John Paquette called the meeting to order at 6:21 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 as a webinar due to special circumstances. A roll call for attendance was taken.
- Item 3. Approval of Agenda:**  
Prior to approval Marlon Velasco requested to switch Action Item #5 and Action Item #6. Sandra Boodman put forward a motion to approve the agenda. The Chair repeated the motion. Dr. Gupta seconded the motion. There was no further discussion or public comment. A roll call vote was taken. The motion passed by consensus.
- Item 4. Approval of March 11, 2020 Minutes:**  
Sandra Boodman put forward a motion to approve the March 11, 2020 minutes. The Chair repeated the motion. John Conrad seconded the motion. There was no discussion or public comment. A roll call vote was taken. The motion passed by consensus.
- Item 5. Public Comment:**  
There was no public comment.
- Item 6. Approval of FY 2019 Preliminary Final Expenditures, Reallocations, and Carryover:**  
Mindy He provided an overview of the FY 2019 Preliminary Final Expenditures, Reallocations, and Carryover. This is for the fiscal year that ended February 2020. Council allows the Grant Recipient to reallocate up to \$20,000 without prior authorization in order to appropriately expend all Part A funds at the end of the fiscal year. Reallocations that exceed \$20,000 per subservice category require Council approval. PSAP was dark in March due to COVID-19 and did not review the proposed year-end adjustments and reallocations. It is anticipated that all Ryan White and MAI funds will be expended. Prior to discussion, Sandra Boodman, Heather Enciso, Kean Kirk, and Darby Osnaya recused themselves by muting their phones. The committee approved the following reallocations:
  - **Outpatient Ambulatory Health Services:** Increase by \$46,030 to \$1,243,930.
  - **Specialty Medical Care:** Increase by \$54,356 to \$249,356
  - **Medical Retention Services:** Decrease by \$9,300 to \$620,169.
  - **Medical Retention Services (MAI):** Increase by \$320 to \$77,664.
  - **Linkage to Care:** Decrease by \$14,604 to \$231,154.
  - **Linkage to Care (MAI):** Decrease by \$320 to \$183,323.

- **Health Insurance Premium Payments:** Increase by \$7,113 to \$92,113.
- **Mental Health:** Decrease by \$4,935 to \$34,365.
- **Oral Health Care:** Increase by \$23,225 to \$658,731.
- **Early Intervention Services:** Increase by \$311 to \$135,311.
- **Medical Nutrition Therapy:** Reduce by \$4,804 to \$110,196.
- **Nutritional Supplements:** Decrease by \$1,021 to \$56,979.
- **Home Health Care (Professional):** Decrease by \$765 to \$246.
- **Home and Community Based Health Care Services (Para-Professional):** Decrease by \$13,040 to \$107,985.
- **Client Support Services:** Decrease by \$7,717 to \$247,408.
- **Client Support Services (MAI):** Decrease by \$9,375 to \$111,933.
- **Client Advocacy:** Increase by \$4,392 to \$206,225.
- **Benefits Counseling/Eligibility:** Decrease by \$45,616 to \$338,414.
- **Emergency Financial Assistance (EFA) for Medications:** Decrease by \$1,808 to \$8,192.
- **Outreach Services:** Decrease by \$7,249 to \$47,751.
- **Food Bank (Support):** Increase by \$1,296 to \$152,201.
- **Medical Transportation Services:** Decrease by \$4,687 to \$283,428.
- **Grant Recipient Administration:** Increase by \$10,601 to \$562,900.
- **Quality Management:** Decrease by \$31,778 to \$239,552.
- **Grant Recipient Administration (MAI):** Increase by \$6,851 to \$44,109.
- **Quality Management (MAI):** Increase by \$2,524 to \$22,054

Mike Carson put forward a motion to approve the FY 2019 Preliminary Final Expenditures, Reallocations, and Carryover. The Chair repeated the motion. Mark Coleman 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. A roll call vote was taken. The yay votes were unanimous and the motion carried to approve the FY2019 Preliminary Final Expenditures, Reallocations, and Carryover.

**Item 7. Approval of Housing Directives:**

Matilde Gonzalez-Flores provided an overview of the Housing Directives with the proposed changes. The Directives are typically reviewed for revisions at least one year prior to procurement. The Council may make recommendations regarding Directives for other funding sources for Ryan White Part A allowable service categories. The proposed changes are in response to the COVID-19 pandemic and potential additional HOPWA COVID-19 funds received as part of the CARES Act. Dr. Gupta asked why only the city of Anaheim would receive the additional funds. Matilde clarified that the City of Anaheim is the Grant Recipient and administrator of HOPWA funds from the Department of Housing and Urban Development (HUD). In turn, the County of Orange receives HOPWA funding from the City of Anaheim. Dr. Gupta put forward a motion to approve the Housing Directives and allow the Grant Recipient to make additional necessary changes to the directives based on additional guidance from HUD and/or the City of Anaheim. The Chair repeated the motion. Michelle Gallardo seconded the motion. There was no further discussion or public comment. The Chair asked for the members in favor say yay. The Chair then asked for any nay votes. A roll call vote was taken. The yay votes were unanimous and the motion carried to approve the Housing Directives and allow the Grant Recipient to make any additional changes, if needed.

**Item 8. Grant Recipient Reports:**

**A. HIV Planning and Coordination:**

Matilde Gonzalez-Flores thanked all the members for their flexibility to continue to fulfill Grant requirements. Future meetings will continue to focus on key items to ensure Grant requirements are met. Council meetings will continue via webinar until we can resume normal activity.

**B. Ryan White Quality Management (QM):**

• **Approval of the Food Bank/Home Delivered Meals Standards of Care**

Marlon Velasco provided an overview of the Food Bank/Home Delivered Meals Standards of Care with the proposed changes. HRSA's Policy Clarification Notice #16-02 released on 10/22/18 updated the definition of nutrition services to two separate categories, Medical Nutrition Therapy including Nutritional Supplements (Core Medical Services) and Food Bank/Home-Delivered Meals (Support Services). Therefore, the QM Committee developed two new SOC's to align with HRSA's current definition, one SOC for Food Bank/Home Delivered Meals and the other for Medical Nutrition Therapy. The two new SOC's did not go to Executive due to the meeting

being dark in March. Dr. Gupta put forward a motion to approve the Food Bank/Home Delivered Meals Standards of Care. The Chair repeated the motion. Kean Kirk 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. A roll call vote was taken. The yay votes were unanimous and the motion carried to approve the Food Bank/Home Delivered Meals Standards of Care.

- **Approval of the Medical Nutrition Therapy Standards of Care**

Marlon Velasco provided an overview of the Medical Nutrition Therapy SOC with the proposed changes. All the changes that were made to the Food Bank/Home Delivered Meals were incorporated into this SOC. Kean Kirk put forward a motion to approve the Medical Nutrition Therapy Standards of Care. The Chair repeated the motion. Mark Coleman 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. A roll call vote was taken. The yay votes were unanimous and the motion carried to approve the Medical Nutrition Therapy SOC.

**Item 9. Matters from the Chair:**

There were no matters from the Chair.

**Item 10. Member's Privilege/Announcements:**

- Dr. Gupta informed members that AIDS on The Front Line has been postponed with a possible reschedule date sometime in September.
- Michelle Gallardo informed members that she will send Martha Garcia the Public Notice from the Anaheim Housing and Community Development Commission that will be published on the April 16, 2020 for distribution. A public hearing will be held on April 22, 2020 where the HOPWA COVID-19 funds will be discussed.

**Item 11. Adjournment until May 13, 2020:**

John Paquette adjourned the meeting at 7:37 pm.