



HIV PLANNING COUNCIL  
[www.ochealthinfo.com/hivcouncil](http://www.ochealthinfo.com/hivcouncil)  
Wednesday, October 14, 2020

Orange County Health Care Agency (Room 110 and 111D)  
1725 West 17<sup>th</sup> Street, Santa Ana  
and  
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:** Fernando Martinez

**Recorder:** Martha Garcia

**Members Present (via Webinar):** Sandra Boodman, Mike Carson, Mark Coleman, John Conrad, Heather Enciso, Michelle Gallardo, Dr. Geeta Gupta, Kean Kirk, and Dr. Christopher Ried

**Members Present (In office):** Narciso Guevara, Fernando Martinez, and Steven Madrid

**Affiliate Members Present (In Office):** Adelmo Chan

**Members Absent:** Homero Beltran (LOA) and John Paquette (LOA)

**Affiliate Members Absent:** None

**Staff:** Martha Garcia, Matilde Gonzalez-Flores, Mindy He, Giovan Hernandez, and Karen Leland

**Staff Members Absent:** None

**Guests:** Ignacio Alvarez, Dr. Huffman, Jeanine Mumford, Tara Raoufi, and Jacqueline Talamantes

**Item 1. Call to Order:** Fernando Martinez called the meeting to order at 6:04 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 Homero Beltran. A quorum was established.

**Item 3. Approval of Agenda:**

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

**Item 4. Approval of September 9, 2020 Minutes:**

Narciso Guevara put forward a motion to approve the September 9, 2020 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:**

Ignacio Alvarez shared with the members that October 15<sup>th</sup> is National Latino AIDS Awareness Day.

**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. Member Acknowledgment:**

Matilde Gonzalez-Flores acknowledged Mike Carson for his contributions to the Council as he will not be renewing his Council membership for next year.

**Item 8. Approval of New and Renewing Planning Council Members:**

Matilde Gonzalez-Flores provided an overview of the new and renewing Planning Council applicants. John Conrad put forward a motion to approve the new and renewing applicants. The Chair repeated the motion. Kean Kirk 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 new and renewing Planning Council applicants.

**Item 9. Approval of HIV Planning Council Bylaws:**

Matilde Gonzalez-Flores provided an overview of the proposed changes to the Council Bylaws. The Council Bylaws are reviewed and updated as required by the Board and periodically by the Grant Recipient to ensure they are current. Dr. Gupta put forward a motion to approve the Council Bylaws with the proposed changes. The Chair repeated the motion. Sandra Boodman 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 Council Bylaws.

**Item 10. Approval of FY 2020-21 Reallocations:**

Mindy He provided an overview of the FY 2020-21 Reallocations. PSAP approved the reallocations as follows:

- **Medical Retention Services:** Decrease by \$12,500 to \$640,500.
- **Medical Retention Services (MAI):** Increase by \$177,236 to \$314,496.
- **Linkage to Care:** Decrease by \$51,640 to \$272,312.
- **Linkage to Care (MAI):** Decrease by \$153,870 to \$110,463.
- **Health Insurance Premium Payments:** Increase by \$51,640 to \$116,640.
- **Medical Nutrition Therapy:** Increase by \$22,650 to \$137,650.
- **Client Support Services:** Increase by \$7,000 to \$374,647.
- **Client Advocacy:** Decrease by \$23,984 to \$245,532.
- **Benefits Counseling:** Increase by \$23,620 to \$115,620.
- **Emergency Financial Assistance (EFA) for Medications:** Increase by \$5,864 to \$11,864.
- **Short Term Supportive Housing:** Increase by \$65,000 to \$224,920.
- **Medical Transportation Services:** Decrease by \$87,650 to \$89,503.

Prior to discussion, Sandra Boodman, Heather Enciso and Kean Kirk, recused themselves by muting their phones. Narciso Guevara put forward a motion to approve the FY 2020-21 Reallocations proposed by PSAP. The Chair repeated the motion. Mike Carson 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 FY 2020-21 Reallocations.

**Item 11. Approval of FY 2021-22 Level Funding Scenario Allocations:**

Mindy He provided an overview of the FY 2021-22 Level Funding Scenario Allocations. PSAP approved the Level Funding Scenario Allocations as follows:

- **Medical Retention Services:** Decrease by \$12,500 to \$640,500.
- **Medical Retention Services (MAI):** Increase by \$153,570 to \$291,130.
- **Linkage to Care:** Decrease by \$51,640 to \$272,312.
- **Linkage to Care (MAI):** Decrease by \$153,870 to \$110,463.
- **Health Insurance Premium Payments:** Increase by \$51,640 to \$116,640.
- **Medical Nutrition Therapy:** Increase by \$22,650 to \$137,650.
- **Client Support Services:** Increase by \$7,000 to \$374,647.
- **Client Advocacy:** Decrease by \$23,984 to \$245,532.
- **Benefits Counseling:** Increase by \$23,620 to \$115,620.
- **Emergency Financial Assistance (EFA) for Medications:** Increase by \$5,864 to \$11,864.
- **Short Term Supportive Housing:** Increase by \$65,000 to \$224,920.
- **Medical Transportation Services:** Decrease by \$87,650 to \$89,503.

Prior to discussion, Sandra Boodman, Heather Enciso, and Kean Kirk recused themselves by muting their phones. Dr. Gupta put forward a motion to approve the FY 2021-22 Level Funding Scenario Allocations proposed by PSAP. The Chair repeated the motion. John Conrad 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 FY 2021-22 Level Funding Scenario Allocations.

**Item 12. 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 with the proposed changes. The Chair repeated the motion. John Conrad 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.

**Item 13. Grant Recipient Reports:**

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

- **Ryan White Part A Application:**

The application was submitted on September 30<sup>th</sup>. Matilde wanted to acknowledge all the work provided by the HIVPAC team for the submission of the application.

- **Staffing Updates:**

Alice Tsou, has joined the HIVPAC team. She will provide support with reporting, invoicing and reconciliation of expenditures. Alice will report to Mindy He.

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

- **Approval of Home Health Care/Home and Community Based Health Services Standards of Care (SOC):**

Giovan Hernandez provided an overview of the Home Health Care/Home and Community Based Health Services SOC with the proposed changes from the Quality Management Committee. Narciso Guevara put forward a motion to approve the Home Health Care/Home and Community Based Health Services SOC. 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 Home Health Care/Home and Community Based Health Services SOC.

**Item 14. Matters from the Chair:**

There were no matters from the Chair.

**Item 15. Member's Privilege/Announcements:**

Dr. Ried shared with members that starting October 19<sup>th</sup> psychiatry services will be available at the clinic for Ryan White patients. Dr. Nguyen will provide the services every Monday from 8:00 - 12:00. Matilde Gonzalez-Flores has shared the information with the CBOs.

**Item 16. Adjournment until November 4, 2020:**

Fernando Martinez adjourned the meeting at 7:39 pm.