



HIV PLANNING COUNCIL
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April 13, 2022

Public Health Services Training Center (1729E)
1725 W. 17th Street, Santa Ana, CA 92706
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.

Chair: John Paquette

Recorder: Martha Garcia

Members Present (via Webinar): Jessica Castellon, Michelle Gallardo, Dr. Geeta Gupta, Dr. Scott Huffman, Kristen Kowalczyk, Wendy Lords (Arrived during Item 4), Dr. Christopher Ried (Arrived during Item 4), Khloe Rios-Wyatt, Lydia Tran, and Ricardo Velasco

Members Present (In office): Homero Beltran and John Paquette

Affiliate Members Present (In Office): Adelmo Chan

Members Absent: Fernando Martinez

Affiliate Members Absent: None

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

Staff Members Absent: None

Guests: Dr. Jeffrey Vu

Item 1. Call to Order: John Paquette called the meeting to order at 6:04 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. Martha Garcia announced that Adelmo Chan would be voting for Fernando Martinez. A quorum was established.

Item 3. Approval of Agenda:

Adelmo Chan put forward a motion to approve the agenda. The Chair repeated the motion. Lydia Tran seconded the motion. There was no discussion or public comment. The motion passed by consensus.

Item 4. Approval of March 9, 2022 Minutes:

Adelmo Chan put forward a motion to approve the March 9, 2022 minutes. The Chair repeated the motion. Dr. Huffman 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. Review FY 2021-22 Assessment of the Administrative Mechanism:

Matilde Gonzalez-Flores provided an overview of the FY 2021 Assessment of the Administrative Mechanism and reviewed FY 2021 provider reimbursement and contracting process data.

Item 8. Complete the FY 2021-22 Assessment of the Administrative Mechanism Survey:

Matilde Gonzalez-Flores provided an overview of the Assessment of the Administrative Mechanism (AAM) survey. Every year the Council is required to assess the efficiency of the administrative mechanism in rapidly allocating funds to service providers that will address the area of greatest service need in Orange County. Members were asked to complete the AAM survey by April 29th. Members should contact Planning Council support for assistance with completing the online survey or to request that a hard copy be mailed.

Item 9. Review Preliminary Q4 Expenditure Report:

Mindy He provided an overview of the Q4 Expenditure Report. This is a preliminary report which covered the time frame of March 1, 2021 to February 28, 2022. Service categories that had expenses that were lower than anticipated were Mental Health Services, Oral Health Care, and Home and Community Based Health Services. Reasons for lower than anticipated expenses for Oral Health Care include reporting challenges, a temporary hold on provision of services by one subcontracted dental provider, and the impact of COVID-19 on service utilization.

Item 10. EHE Quarterly 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 11. Approval of Compensation Policies and Procedures:

Marlon Velasco provided an overview of the Compensation Policies and Procedures. Adelmo Chan put forward a motion to approve the Compensation Policies and Procedures with the proposed changes. The Chair repeated the motion. Dr. Gupta seconded the motion. There was no discussion or public comment. A roll call vote was taken. The yay votes were unanimous, and the motion carried to approve the Compensation Policies and Procedures with the proposed changes.

Item 12. Approval of HCAC Policies and Procedures:

Marlon Velasco provided an overview of the HIV Client Advocacy Committee (HCAC) Policies and Procedures. Adelmo Chan put forward a motion to approve the HCAC Policies and Procedures with the proposed changes. The Chair repeated the motion. Michelle Gallardo seconded the motion. There was no discussion or public comment. A roll call vote was taken. The yay votes were unanimous, and the motion carried to approve the HCAC Policies and Procedures with the proposed changes.

Item 13. CPG Update:

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

Item 14. State Office of AIDS Update:

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

Item 15. Grant Recipient Reports:

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

Open House

- The results of the Open House survey were shared with members. Of the members that responded, the majority were either not available or could not volunteer to assist with the Open House. As a result, there will not be an Open House in May of this year. There will be additional opportunities to recruit members for Council later in year, such as AIDS Walk and other community events.

HIV Prevention Progress Report

- The HIV Testing Report was included in member's packets. The jail testing report is in development and will be shared once completed.

PHS Training Center

- Committee meetings are now being conducted in a hybrid format, in-person at the Public Health Services Learning Center (Building 1729E) and via webinar. Members are encouraged to participate in person.

B. Quality Management (QM):

Marlon Velasco provided an overview of the Minority AIDS Initiative Case Management Standards of Care. Dr. Ried put forward a motion to approve the Minority AIDS Initiative Case Management 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 Minority AIDS Initiative Case Management Services Standards of Care.

Item 16. Matters from the Chair:

There were no matters from the Chair.

Item 17. Member's Privilege/Announcements:

Dr. Gupta reminded members to complete the Pacific AIDS Education and Training Center (PAETC) survey, which is also funded through HRSA's Ryan White Program. The link was sent via email to Council members prior to the meeting.

Item 18. Adjournment until May 11, 2022:

John Paquette adjourned the meeting at 7:50 pm.