



MINUTES

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Chair: Fernando Martinez

Recorder: Martha Garcia

Members Present: Jessica Castellon, Adelmo Chan, Michelle Gallardo, Dr. Geeta Gupta, Dr. Itamar Harari, Kristen Kowalczyk, Wendy Lords, Fernando Martinez, Dr. Christopher Ried, Khloe Rios-Wyatt, and Dr. Jeffrey Vu (Arrived during Item 7)

Affiliate Members Present: None

Members Absent: Homero Beltran (LOA) and Ricardo Velasco (Notification Received)

Affiliate Members Absent: None

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

Staff Members Absent: None

Guests: Nicolet Alegado, Maribel Brito, Jazmina Castillo, Edmundo Fernandez, Leonor Guerrero, Keny Kennedy, J. K., Jose Martinez, Jorge Miranda, Cody Ramillano, Pedro Ramos, Jose Rosales, Kming Rosenthal, and Martin Salcido

Item 1. Call to Order: Fernando Martinez called the meeting to order at 6:07 pm.

Item 2. Welcome and Introductions:

Fernando Martinez welcomed all in attendance. Fernando Martinez provided an overview of the agenda, the purpose of public comment, and how the meeting will be facilitated. The Pledge of Allegiance was conducted. The moment of remembrance was held. Members and guests introduced themselves. A quorum was established.

Item 3. Approval of Agenda:

Prior to approval of the agenda, Marlon Velasco proposed that Action Item 6 "Approval of the Case Management Standards of Care" be postponed to allow the Quality Management Committee to review the item at their next meeting which was rescheduled to May 15, 2023. Dr. Gupta put forward a motion to approve the agenda with the change. The Chair repeated the motion. Dr. Harari seconded the motion. There was no discussion or public comment. The motion passed by consensus.

Item 4. Approval of April 12, 2023 Minutes:

Prior to the approval of the minutes Michelle Gallardo asked that the last sentence on Item 16 be change to read "Public comment for the FY 2023-24 Annual Action Plan is due May 3, 2023. Michelle Gallardo put forward a motion to approve the April 12, 2023 minutes with the change The Chair repeated the motion. Kristin Kowalczyk 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 or dropped into the Suggestion Box at the back of the room.

Item 7. Approval of the Assessment of the Administrative Mechanism (AAM):

Matilde Gonzalez-Flores provided an overview of the FY22 Assessment of the Administrative Mechanism (AAM) Summary document and the AAM survey results. The hard copy (paper) version of the survey was available for completion at the April 12, 2023 Council meeting. Members who were not in attendance at the meeting were provided the link to the online version of the survey via Qualtrics to complete from April 12, 2023 through May 1, 2023. The survey was anonymous and consisted of nine (9) questions. In total, there were 12 surveys completed among the 12 Council members: two (2) online surveys (17% of members) and 10 paper surveys (83% of members), representing a response rate of 100%. Dr. Vu put forward a motion to approve the AAM summary and survey results. The Chair repeated the motion. Wendy Lords 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 AAM summary and survey results.

Item 8. Review FY22 Preliminary Q4 Expenditure Report:

Ivonne Huitron provided an overview of the Q4 Expenditure Report. The report covered the time frame of March 1, 2022 to February 28, 2023. The report is preliminary as there are invoices that still need to be processed. The Council asked for additional information regarding various funding sources (Housing Opportunities for Persons With AIDS (HOPWA), Epidemiology and Laboratory Capacity (ELC), and Ryan White) for Housing Services, specifically Short-Term Supportive Housing. HIVPAC will provide an update at the next meeting.

Item 9. Approval of FY 2023-24 Part A Allocations Based on Award:

Mindy He provided an overview of FY23 Part A Allocation Based on Award. On April 14, 2023, Orange County received the full FY23-24 (March-February) Part A and Minority AIDS Initiative (MAI) funds allocation. Orange County was awarded a total of \$6,804,313, which represents an \$87,872 increase (+1.2%) compared to the funds awarded in FY 2022, as shown below:

	FY22	FY23	Difference (FY23 – FY22)
Part A	\$6,235,097	\$6,327,611	(+\$92,514)
MAI	\$486,344	\$476,702	(-\$9,642)
Total	\$6,721,441	\$6,804,313	(+\$87,872)

On September 14, 2022, the Council approved an increase funding scenario with staging. The Priority Setting, Allocations, and Planning Committee (PSAP) met on April 26, 2023 to review and recommend reallocations for Council approval as follows:

Part A Funding Reallocations:

- Outpatient Ambulatory Care - Specialty (Service Category 1.2): Decrease of \$50,000 in Part A to \$150,702. An additional \$121,424 in Part B and Part C funds have been allocated to this service. The total allocation is \$272,126.
- Medical Retention Services (Service Category 2.1): Decrease of \$102,610 in Part A to \$535,124. An additional \$362,779 in HOPWA, Part B, and Part C funds have been allocated to this service. The total allocation is \$897,903.
- Linkage to Care (Service Category 2.2): Decrease of \$16,400 in Part A to \$267,365. An additional \$94,982 in Part B and Part C funds have been allocated to this service. The total allocation is \$362,347.
- Health Insurance Premium (Service Category 4.1): Increase of \$6,000 in Part A to a total allocation of \$71,750.
- Mental Health (Service Category 6): Decrease of \$2,332 in Part A to a total allocation of \$37,519.
- Oral Health Care (Service Category 7): Decrease of \$50,000 in Part A to \$554,357. An additional \$48,110 in Part C has been allocated to this service. The total allocation is \$602,467.
- Early Intervention Services (Service Category 8): Decrease of \$20,000 in Part A to \$153,778. An additional \$266,591 in Part B has been allocated to this service. The total allocation is \$420,369.
- Food Bank – Core (Service Category 12.2): Increase of \$30,000 in Part A to \$71,650. An additional \$48,000 in HOPWA has been allocated to this service. The total allocation is \$119,650.
- Nutritional Supplements (Service Category 12.4): Increase of \$23,000 in Part A to a total allocation of \$93,275.
- Home Health/Para-Professional Care (Service Category 14.2): Increase of \$75,000 in Part A to a total allocation of \$369,237.
- Client Support Services (Service Category 2.3): Increase of \$14,280 in Part A to \$352,008. An additional \$95,336 in Part B and Part C funds have been allocated to this service. The total allocation is \$447,344.
- Client Advocacy (Service Category 3.1): Increase of \$16,035 in Part A to \$338,637. An additional \$149,892 in Part B and Part C funds have been allocated to this service. The total allocation is \$488,529.
- Benefits Counseling (Service Category 3.2): Increase of \$23,500 in Part A to a total allocation of \$144,640.
- Eligibility Screening (Service Category 3.2): Decrease of \$63,720 in Part A to \$288,541. An additional \$169,490 in Part B and Part C funds have been allocated to this service. The total allocation is \$458,031.
- Short-Term Supportive Housing (Service Category 5.3): Decrease of \$13,788 in Part A to \$378,151. An additional \$210,220 in HOPWA and other grant funds have been allocated to this service. The total allocation is \$588,371.
- Medical Transportation Services (Service Category 10): Increase of \$58,740 in Part A to a total allocation of \$291,131.

- Food Bank – Support (Service Category 12.2): Increase of \$16,000 in Part A to \$113,905. An additional \$50,300 in HOPWA funds have been allocated to this service. The total allocation is \$164,205.
- Other Professional Services including Legal Services (Service Category 15): Increase of \$1,753 in Part A to a total allocation of \$90,198.
- Administration: Increase of \$54,543 in Part A to a total allocation of \$510,102.

Minority AIDS Initiative (MAI) Reallocations:

- Medical Retention Services (Service Category 2.1): Increase of \$13,000 in MAI to \$360,510. An additional \$133,367 in HOPWA funds have been allocated to this service. The total allocation is \$493,877.
- Linkage to Care (Service Category 2.2): Decrease of \$13,000 in MAI to a total allocation of \$71,543.
- Administration: Decrease of \$9,643 in MAI to a total allocation of \$21,818.

During discussion the committee wanted to know what types of programs and services the ELC funds were used for and what is the criteria for funding the services. HIVPAC will look into this information and share next month.

Dr. Gupta put forward a motion to approve the FY23 Part A Allocation Based on Award. The Chair repeated the motion. Michelle Gallardo 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 FY23 Part A Allocation Based on Award.

Item 10. 2022 Client Satisfaction Survey Results:

Due to time constraints, Matilde Gonzalez-Flores proposed that Item 10 be postponed until next month. The motion passed by consensus.

Item 11. Review Compensation Policies and Procedures:

Due to time constraints, Matilde Gonzalez-Flores proposed that Item 11 be postponed until next month. The motion passed by consensus.

Item 12. California Planning Group (CPG) Update:

Matilde Gonzalez-Flores provided an overview of the April and May CPG meetings. Members were informed that her term as the representative for the Planning Council with CPG is ending this month on May 31, 2023. Council will need to nominate a new member to represent Council at CPG. An overview of CPG roles and responsibilities and nominations will be held at next month's meeting.

Item 13. State Office of AIDS (OA) Update:

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

Item 14. Grant Recipient Reports:

A. HIV Planning and Coordination:

Council Open House

- Matilde Gonzalez-Flores thanked all guests for attending the Open House and Council meeting and for all their great feedback. Members were reminded to see Martha Garcia for an application to join Council.

B. Quality Management (QM) Committee:

- Item postponed until next month.

Item 15. Matters from the Chair:

The Chair informed members the following was in their packet:

- Planning Council Support Policies and Procedures
- Food Bank/Home Delivered Meals Standards of Care
- Medical Nutrition Therapy Including Nutritional Supplements Standards of Care

Item 16. Member's Privilege/Announcements:

There were no announcement from the members.

Item 17. Adjournment until June 14, 2023:

Fernando Martinez adjourned the meeting at 7:49 pm.