



June 14, 2023

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



MINUTES

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Chair: Fernando Martinez

Recorder: Martha Garcia

Members Present: Homero Beltran, Adelmo Chan, Michelle Gallardo, Dr. Itamar Harari, Wendy Lords, Fernando Martinez, Dr. Christopher Ried, Khloe Rios-Wyatt, Ricardo Velasco, and Dr. Jeffrey Vu

Affiliate Members Present: None

Members Absent: Dr. Geeta Gupta (LOA) and Kristen Kowalczyk (Notification Received)

Affiliate Members Absent: None

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

Staff Members Absent: None

Guests: Jazmina Castillo, Josie Lopez, Cody Ramillano, and Kming Rosenthal

Item 1. Call to Order: Fernando Martinez called the meeting to order at 6:06 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:

Wendy Lords put forward a motion to approve the agenda with the change. The Chair repeated the motion. Ricardo Velasco seconded the motion. There was no discussion or public comment. The motion passed by consensus.

Item 4. Approval of May 10, 2023 Minutes:

Dr. Harari put forward a motion to approve the May 10, 2023 minutes. The Chair repeated the motion. Wendy Lords 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 PC Letter of Endorsement for FY23 Priorities and Allocations:

Mindy He provided an overview of the Council Letter of Endorsement for FY23 Priorities and Allocations. Michelle Gallardo put forward a motion to approve the Council Letter of Endorsement for FY23 Priorities and Allocations. The Chair repeated the motion. Wendy Lords seconded the motion. There was no discussion or public comment. The Chair asked for 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 Council Letter of Endorsement for FY23 Priorities and Allocations.

Item 8. Approval of FY 2022-23 Final Expenditures, Reallocations, and Carryover:

Mindy He provided an overview of the FY 2022-23 Preliminary Final Expenditures, Reallocations, and Carryover. Year-end adjustments and reallocations are done at the end of the year to ensure funds are being allocated to areas of need and funds are not unobligated (unexpended) at the end of the year. Year-end adjustments and reallocations are based on the final invoices or expenses that have been claimed or are pending payment. The Planning Council (Council) Directives to the Grant Recipient allows reallocations of up to \$20,000 without prior authorization at year end. Any amount that exceeds \$20,000 per subservice category requires Council approval. The year-end adjustments and reallocations are as follows based on preliminary final expenses:

- **Medical Retention Services:** Increase of \$81,849 to \$676,663.

- **Linkage to Care Services:** Decrease of \$44,171 to \$205,194.
- **Health Insurance Premium:** Increase of \$1,807 to \$67,557.
- **Oral Health:** Decrease of \$112,810 to \$491,547.
- **Client Support Services:** Increase of \$1,714 to \$320,722.
- **Eligibility Screening:** Decrease of \$11,500 to \$246,041.
- **Outreach Services:** Increase of \$2,983 to \$21,648.
- **Administration:** Increase by \$76,454 to \$532,013.

There were no proposed changes to Minority AIDS Initiative allocations.

Based on the FY22 Preliminary Final Expenditures, Reallocations, and Carryover, it is anticipated that \$618,085 will be unspent, of which \$516,890 is estimated to be eligible for carryover.

Prior to discussion Wendy Lords was recused. Homero Beltran put forward a motion to approve the FY22 Preliminary Final Expenditures, Reallocations, and Carryover. The Chair repeated the motion. Dr. Harari 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 FY22 Preliminary Final Expenditures, Reallocations, and Carryover.

Item 9. Approval of New Planning Council Applications:

Martha Garcia provided an overview of the new Planning Council applicants. Homero Beltran put forward a motion to approve the new applicants. The Chair repeated the motion. Dr. Ried 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. The yay votes were unanimous and the motion carried to approve the new Planning Council applicants.

Item 10. Approval of the Evaluation of Grant Recipient Policies and Procedures:

Matilde Gonzalez-Flores provided an overview of the Evaluation of Grant Recipient Policies and Procedures with the proposed changes. Homero Beltran put forward a motion to approve the Evaluation of Grant Recipient Policies and Procedures. The Chair repeated the motion. Wendy Lords 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 to approve the Evaluation of Grant Recipient Policies and Procedures with the proposed changes.

Item 11. Assessment of the Administrative Mechanism (AAM) Survey Results Discussion:

Matilde Gonzalez-Flores informed members that the rating average for questions 1 – 3 was revised to show the correct totals. The committee discussed feedback provided by the Priority Setting, Allocations, and Planning (PSAP) Committee in response to question #3 on the Assessment of the Administrative Mechanism (AAM) Survey: “The Grant Recipient provided the Council with an overview of the Priority Setting, Allocations, and Planning Committee process used to develop priorities and funding allocations.” The PSAP committee provided the following suggestions and discussed the following based on the responses to the question:

- Provide ongoing feedback to support member involvement
- Identify opportunities and activities to support team building to build trust and rapport within the committee
- A PSAP member commented that they would check in with HIVPAC staff when they had further questions on data or information presented

Item 12. Orange County Epidemiological Profile and HIV Care Continuum:

Matilde Gonzalez-Flores provided an overview of the 2022 HIV Epidemiological and Continuum of Care Data for Orange County. Members discussed the following:

- Consider a root cause analysis for outcomes along the HIV Care Continuum for the transgender population.
- Data regarding viral suppression for unhoused versus those who are housed.
- HIV Care Continuum data for people who are struggling to pay the rent.

Item 13. Approval of the Fund Allocation Policies and Procedures:

Mindy He provided an overview of the Fund Allocation Policies and Procedures with the proposed changes. Dr. Harari put forward a motion to approve the Fund Allocation Policies and Procedures. The Chair repeated the motion. Wendy Lords 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 to approve the Fund Allocation Policies and Procedures with the proposed changes.

Item 14. Review Compensation Policies and Procedures:

Matilde Gonzalez-Flores provided an overview of the Compensation Policies and Procedures with the proposed changes. Michelle Gallardo put forward a motion to approve the Compensation Policies and Procedures. 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 to approve the Compensation Policies and Procedures with the proposed changes.

Item 15. California Planning Group (CPG) Update:

Due to time constraints Matilde Gonzalez-Flores proposed that Item 15 be postponed until next month. Homero Beltran put forward a motion to postpone Item 15 until next month. The Chair repeated the motion. Dr. Harari 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 to postpone Item 15 until next month.

Item 16. Grant Recipient Reports:

A. HIV Planning and Coordination: Matilde Gonzales-Flores provided the following update:

TGNC Health Summit

- The Health Care Agency in partnership with Alianza Translatinx will be hosting a Transgender and Gender Nonconforming (TGNC) Health Summit on July 28, 2023 at the Delhi Center in Santa Ana. A flyer was included in member's packet.

OC Pride

- OC Pride will be held on June 24, 2023 in Santa Ana. MPOX vaccines will be available. HIVPAC will also have a booth to promote Council. Council members who are interested in volunteering for OC Pride can contact Martha Garcia.

B. Quality Management (QM) Committee:

Due to time constraints Matilde Gonzalez-Flores proposed that Item 16b be postponed until next month. Homero Beltran put forward a motion to postpone Item 16b until next month. The Chair repeated the motion. Dr. Harari 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 to postpone Item 16b until next month

Item 17. Matters from the Chair:

There were no matters from the Chair.

Item 18. Member's Privilege/Announcements:

There were no announcement from the members.

Item 19. Adjournment until July 12, 2023:

Fernando Martinez adjourned the meeting at 7:58 pm.