



HIV PLANNING COUNCIL
www.ochalthinfo.com/hivcouncil

September 13, 2023

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



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: Fernando Martinez

Recorder: Martha Garcia

Members Present: Homero Beltran, Jazmina Castillo, Adelmo Chan, Dr. Geeta Gupta (Arrived during Item #7), Dr. Itamar Harari, Kristen Kowalczyk, Josie Lopez, Wendy Lords, Fernando Martinez, Dr. Christopher Ried, Khloe Rios-Wyatt (Arrived during Item #3), Kming Rosenthal, Ricardo Velasco, and Dr. Jeffrey Vu (Arrived during Item #7)

Affiliate Members Present: None

Members Absent: Michelle Gallardo (Notification Received)

Affiliate Members Absent: None

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

Staff Members Absent: None

Guests: None

Item 1. Call to Order: Fernando Martinez called the meeting to order at 6:09 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. New members Jazmina Castillo, Josie Lopez, and Kming Rosenthal were welcomed to the Council. A quorum was established.

Item 3. Approval of Agenda:

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

Item 4. Approval of August 9, 2023 Minutes:

Josie Lopez put forward a motion to approve the August 9, 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. Overview of Grants Funding by Service Category:

Mindy He provided an overview of the Fiscal Year (FY) 23 Overview of Grant and other Community Funding by Service Category document. The information is provided to the Priority Setting, Allocations, and Planning (PSAP) Committee on an annual basis to inform the committee of other resources that support HIV services. During the discussion at the August 23, 2023 PSAP meeting there was a question regarding Outreach Services reported under the "Other Community and County" funding column and if the provision of Outreach Services reported under "Other Community and County Funding" aligns with Outreach Services for the Ryan White HIV/AIDS Services Program (in accordance with PCN 16-02). Additional information has been requested and HIVPAC will provide updates to all committees at the following meetings.

Item 8. Review Q1 Expenditure Report:

Mindy He provided an overview of the Q1 Expenditure Report. The report covered the first quarter of FY23, March 1, 2023 to May 31, 2023.

Item 9. Approval of FY 2024-25 Increase (Application) Funding Scenario Allocations:

Mindy He provided an overview of the FY 2024-25 Part A and Minority AIDS Initiative (MAI) Application (Increase) Funding Scenario Allocations and Staging document. PSAP met on August 23, 2023 to review and approve the increase funding scenario and recommended staging in the following order:

1. Short-Term Supportive Housing: Proposed increase of \$81,492 to \$459,643
2. Food Bank (Core): Proposed increase of \$108,300 to \$179,950
3. Medical Retention Service: Proposed increase of \$126,588 to \$661,712

Minority AIDS Initiative (MAI)

Medical Retention Services: Proposed increase of \$23,835 to \$371,345

Homero Beltran put forward a motion to approve the FY 2024-25 Part A and Minority AIDS Initiative (MAI) Application (Increase) Funding Scenario Allocations and Staging. The Chair repeated the motion. Dr. Harari 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 FY 2024-25 Part A and Minority AIDS Initiative (MAI) Application (Increase) Funding Scenario Allocations and Staging.

Item 10. Approval of Core Medical Services Waiver Request:

Matilde Gonzalez-Flores provided an overview of the FY 2024-25 Waiver Request. In accordance with the Public Health Services Act at least 75% of Ryan White HIV/AIDS Program Part A grant funds must be used for core medical services. The core medical services waiver provides flexibility to this requirement to allow for funding to be allocated to needed services in Orange County and must be requested annually utilizing the Core Medical Services Waiver Request Attestation Form. The Core Medical Services Waiver requirements are as follows:

- No current or anticipated wait list for the AIDS Drug Assistance Program (ADAP)
- All core medical services are available and accessible to eligible people living with HIV within 30 days
- A public process related to the decision for submission of the waiver request must take place

Dr. Harari put forward a motion to approve the Core Medical Services Waiver Request. The Chair repeated the motion. Dr. Gupta 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 Core Medical Services Waiver Request.

Item 11. Approval of External Communications Policies and Procedures:

Marlon Velasco provided an overview of the External Communication Policies and Procedures with the changes. Wendy Lords put forward a motion to approve the External Communication 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 External Communication Policies and Procedures.

Item 12. Approval of Guidelines for Conference Attendance and Reporting Policies and Procedures:

Marlon Velasco provided an overview of the Guidelines for Conference Attendance and Reporting Policies and Procedures with the changes. Kristen Kowalczyk put forward a motion to approve the Guidelines for Conference Attendance and Reporting Policies and Procedures. The Chair repeated the motion. Homero Beltran 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 Guidelines for Conference Attendance and Reporting Policies and Procedures.

Item 13. Council Recruitment Activity: AIDS Walk

Matilde Gonzalez-Flores shared with members that AIDS Walk will take place on October 07, 2023 at Mile Square Park in Fountain Valley. A survey will be sent out to Council and committee members to identify volunteers for the event to promote the work of the Council and recruit new Council members.

Item 14. California Planning Group (CPG) Update:

Matilde Gonzalez-Flores reminded members that Fernando Martinez was nominated to serve as the HIV Orange County Representative for Council. The official Letter of Support has been submitted to the State Office of AIDS. The letter is included in member's packet.

Item 15. Grant Recipient Reports:

A. HIV Planning and Coordination:

HRSA EHE Site Visit Acknowledgements

- Matilde Gonzalez-Flores acknowledged all community partners, stakeholders and members who participated in the meetings held by HRSA. Additional information will be shared with Integrated Planning Committee (IPC) regarding HRSA's feedback as well as to discuss next steps.

Council Applications

- Matilde Gonzalez-Flores informed members that in October Council will approve renewing and new members. Members can contact Planning Council Support for additional information as well as copies of the application. Applications are due by the end of September. Applicants will be approved by Council in October and will be considered for appointment by the Board of Supervisors in December.

Council and Committee Meetings

- For the months of October and November the Learning Center will be under construction and will be unavailable. Different options are being explored for where these meetings will be held during those months. Planning Council Support will send follow-up communication once a meeting space has been identified.

Integrated Plan

- Feedback was received from HRSA and CDC in May 2023 regarding Orange County's Integrated Plan that was submitted in December of last year. They recognized the strengths of the Integrated Plan and no deficiencies were identified. As a next step in the process the California Department of Public Health will be coordinating a call with HRSA and CDC and the grant recipient. The Chair of the Council and IPC will also be part of the call to discuss progress on implementation and monitoring of the Integrated Plan and if any technical assistance may be needed. More information to follow once the meeting date has been finalized.

Carryover Request

- Mindy He informed members that the Carryover Waiver request was approved. An updated document was being provided due to typographical errors.

B. Quality Management (QM) Committee: No Updates

C. Contract Services: No Updates

Item 16. Matters from the Chair:

The following are in member's packet:

- Housing Directives
- FY22 Carryover Request
- Council Letter of Support for Part A Application
- Common Standards of Care

Item 17. Member's Privilege/Announcements:

- Dr. Gupta shared with members that the Pacific AIDS Education and Training Centers (PAETC) AIDS on the Front Line Conference will be held on October 25, 2023. The conference will be virtual and there is no cost to participate.
- Dr. Vu shared the following with members:
 - AIDS Walk will held on October 7, 2023 at Mile Square Park
 - The LGBTQ Center Orange County will be holding a trans pride event at the Delhi Center on September 17, 2023
 - Section 8 Housing applications are being accepted from September 18 through September 28, 2023.

Item 18. Adjournment until October 11, 2023:

Fernando Martinez adjourned the meeting at 7:47 pm.