



HIV PLANNING COUNCIL
www.ochealthinfo.com/hivcouncil

January 10, 2024

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, Kristen Kowalczyk, Josie Lopez, Wendy Lords, Fernando Martinez, Dr. Christopher Ried, Khloe Rios-Wyatt, Kming Rosenthal, Ricardo Velasco, and Dr. Jeffrey Vu

Affiliate Members Present: None

Members Absent: Eder De Leon, Michelle Gallardo (LOA), Dr. Geeta Gupta (LOA), and Dr. Itamar Harari (LOA)

Affiliate Members Absent: None

Staff: Martha Garcia, Mindy He, Karen Leland, Marlon Velasco, and Mary Young

Staff Members Absent: None

Guests: Leticia Alvarez, Martine Becerra, Frank Luna, and Karly Rubly

Item 1. Call to Order: Fernando Martinez called the meeting to order at 6:02 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 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:

Homero Beltran put forward a motion to approve the agenda with the changes. The Chair repeated the motion. Dr. Vu seconded the motion. There was no discussion or public comment. The motion passed by consensus.

Item 4. Approval of December 13, 2023 Minutes:

Josie Lopez put forward a motion to approve the December 13, 2023 minutes. The Chair repeated the motion. Khloe Rios-Wyatt seconded the motion. There was no discussion or public comment. The motion passed by consensus.

Item 5. Public Comment:

Josie Lopez shared that she was excited to be in her new role and that she was Vice-Chair 10 years ago when she was on Council.

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 Executive Committee Meeting Format and Frequency:

Mindy He provided an overview of the updated topics and frequency of meetings suggested at the December and January Executive meetings. The proposed changes will result in changing the Executive meeting time for the months of April, May, July, and September to 5:30pm prior to the Council meeting dates. This proposed change is to reduce the repetitive review of documents at the Executive meeting that are already being reviewed at the other subcommittees and Council meetings. A discussion was had regarding whether other committees can also change the format of the meetings. Clarification was made that the Executive Committee is an extra meeting on top of the one (1) required subcommittee meeting for Council members. Wendy Lords put forward a motion to approve the Executive Calendar. 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 to say yay. The Chair then asked for any nay votes. The yay votes were unanimous to approve the Executive Committee Meeting Format and Frequency.

- Item 8. Approval of Tentative Master Calendar of Council and Committee Activities:**
Marlon Velasco provided an overview of the Tentative Master Calendar for all the committees. Adelmo Chan put forward a motion to approve the Tentative Master Calendar for all the committees. The Chair repeated the motion. Ricardo Velasco seconded the motion. There was no discussion or public comment. The Chair asked for the members in favor to say yay. The Chair then asked for any nay votes. The yay votes were unanimous to approve the Tentative Master Calendar for all the committees.
- Item 9. Approval of Planning Council and Grant Recipient Responsibilities:**
Mindy He provided an overview of the Planning Council and Grant Recipient Responsibilities. Kristen Kowalczyk put forward a motion to approve the Planning Council and Grant Recipient Responsibilities. 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 to say yay. The Chair then asked for any nay votes. The yay votes were unanimous to approve the Planning Council and Grant Recipient Responsibilities.
- Item 10. Overview of Attendance and Leave of Absence Procedures:**
Martha Garcia provided an overview of the Planning Council attendance and leave of absence procedure.
- Item 11. Review Unmet Need Data:**
Marlon Velasco provided an overview of Unmet Need Data for Orange County. HRSA defines unmet need as the need for HIV-related health services by individuals with HIV who are aware of their HIV status but are not receiving regular primary (HIV) health care. Data sources are HIV Surveillance data for people living with HIV (PLWH) and Ryan White HIV/AIDS Program (RWHAP) data for Ryan White clients. The four (4) target subpopulations are men who have sex with men, intravenous drug users, incarcerated, and transgender individuals. During the discussion Dr. Ried asked for clarification whether the population for all people living with HIV includes all people diagnosed or newly diagnosed. HIVPAC to follow up and confirm and continue review of the Unmet Need Data at the next meeting.
- Item 12. California Planning Group (CPG) Update**
Fernando Martinez provided an update on the January meeting.
- Item 13. Grant Recipient Reports:**
- A. HIV Planning and Coordination:**
- Council Binder**
- Martha Garcia provided an overview of the 2024 Planning Council Binder.
- New Member Training**
- Martha Garcia informed members that the New Member Training is scheduled for January 31, 2024.
- B. Quality Management (QM) Committee:**
No Updates
- C. Contract Services:**
No Updates
- Item 14. Matters from the Chair:**
The following are in member's packet:
- FY 2023-24 Estimated Carryover Request:
 - Letter of Support for State Medicaid Agency Seat
- Item 15. Member's Privilege/Announcements:**
There were no announcements from the members.
- Item 16. Adjournment until February 14, 2024:**
Fernando Martinez adjourned the meeting at 7:33 pm.