



HIV PLANNING COUNCIL  
[www.ochealthinfo.com/hivcouncil](http://www.ochealthinfo.com/hivcouncil)

February 14, 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:** Jazmina Castillo, Adelmo Chan, Dr. Itamar Harari (Arrived during Item 3), Kristen Kowalczyk, Josie Lopez, Fernando Martinez, Dr. Christopher Ried, Khloe Rios-Wyatt, Kming Rosenthal, Ricardo Velasco, and Dr. Jeffrey Vu (Arrived during Item 7)

**Affiliate Members Present:** None

**Members Absent:** Homero Beltran (Notification Received), Eder De Leon (LOA), Michelle Gallardo, Dr. Geeta Gupta (LOA), and Wendy Lords (Notification Received)

**Affiliate Members Absent:** None

**Staff:** Martha Garcia, Mindy He, and Marlon Velasco

**Staff Members Absent:** Karen Leland

**Guests:** Leticia Alvarez, Martin Becerra, Frank Luna, Jorge Miranda, and Karly Rubly

**Item 1. Call to Order:** Fernando Martinez called the meeting to order at 6:04 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:**

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

**Item 4. Approval of January 10, 2024 Minutes:**

Khloe Rios-Wyatt put forward a motion to approve the January 10, 2024 minutes. The Chair repeated the motion. Ricardo Velasco 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. Josie Lopez 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. Review FY23 Q3 Expenditure Report:**

Mindy He provided an overview of the Q3 Expenditure Report that covered the timeframe from March 1, 2023 to November 30, 2023.

**Item 8. Approval of Directives to the Grant Recipient:**

Mindy He provided an overview of the Directives to the Grant Recipient. The Priority Setting, Allocations, and Planning Committee (PSAP) reviewed the Directives and considered making changes to the Federal Poverty Level (FPL) for Food Bank Support and Medical Transportation services. The Executive Committee reviewed the proposed changes from PSAP and requested additional information for Council to review and approve. During the discussion the committee proposed the following changes for the FY 2025-26:

- Food Bank Support
  - Remove the disability requirement

- Change the FPL from 150% to 200%
- Medical Transportation
  - Change the FPL from 150% to 200%

Kristen Kowalczyk put forward a motion to approve the Directives to the Grant Recipient with the proposed changes. 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 to say yay. The Chair then asked for any nay votes. The yay votes were unanimous to approve the Directives to the Grant Recipient with the proposed changes.

**Item 9. Approval of IPC & PSAP Members:**

Martha Garcia provided an overview of the Renewing and New Members for the Integrated Plan Committee (IPC) and the Priority Setting, Allocations, and Planning (PSAP) Committee. Dr. Vu put forward a motion to approve the Renewing and New Members for IPC and the PSAP Committee. The Chair repeated the motion. Dr. Ried 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 Renewing and New Members for the IPC and the PSAP Committee.

**Item 10. Approval of PSAP Committee Policies and Procedures:**

Marlon Velasco provided an overview of the PSAP Committee Policies and Procedures with the changes. Kristen Kowalczyk put forward a motion to approve the PSAP Committee Policies and Procedures. The Chair repeated the motion. Dr. Ried 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 PSAP Committee Policies and Procedures.

**Item 11. Review Unmet Need Data:**

Due to time constraints this item was postponed until next month.

**Item 12. California Planning Group (CPG) Update**

Fernando Martinez provided an update on the February meeting.

**Item 13. Grant Recipient Reports:**

**A. HIV Planning and Coordination:**

**State Medi-Cal Representative on HIV Planning Council**

- A response was received from the State regarding the State Medi-Cal Representative. It was recommended that the seat be filled at the local level. The Ryan White Part A Project Officer clarified that the seat must be filled by a representative from the California Department of Health Care Services (DHCS) Medi-Cal office. HIVPAC, along with the Ryan White Part A Project Officer, will continue to work on clarification.

**HRSA Site Visit**

- The HRSA Site Visit is scheduled for 4/9/24 – 4/12/24.

**B. Quality Management (QM) Committee:**

No Updates

**C. Contract Services:**

No Updates

**Item 14. Matters from the Chair:**

There were no matters from the Chair.

**Item 15. Member's Privilege/Announcements:**

There were no announcements from the members.

**Item 16. Adjournment until March 13, 2024:**

Fernando Martinez adjourned the meeting at 7:58 pm.