



HIV PLANNING COUNCIL
www.ochealthinfo.com/hivcouncil

March 13, 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: Dr. Ried

Recorder: Martha Garcia

Members Present: Eder De Leon, Dr. Itamar Harari, Wendy Lords, Dr. Christopher Ried, Kming Rosenthal, Ricardo Velasco, and Dr. Jeffrey Vu

Affiliate Members Present: None

Members Absent: Homero Beltran, Jazmina Castillo (LOA), Adelmo Chan (LOA), Michelle Gallardo (LOA), Dr. Geeta Gupta (Notification Received), Kristen Kowalczyk (LOA), Josie Lopez (LOA), Fernando Martinez (Notification Received), and Khloe Rios-Wyatt

Affiliate Members Absent: None

Staff: Tara Buehring, Martha Garcia, Mindy He, Karen Leland, and Marlon Velasco

Staff Members Absent: None

Guests: Mariano Garcia, Frank Luna, Jorge Miranda, Nsele Nsuangani, Luis Palacios, and Karly Rubly

Item 1. Call to Order: Dr. Ried called the meeting to order at 6:07 pm.

Item 2. Welcome and Introductions:

Dr. Ried welcomed all in attendance. Dr. Ried 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. 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 February 14, 2024 Minutes:

Ricardo Velasco put forward a motion to approve the February 14, 2024 minutes. The Chair repeated the motion. Dr. Harari seconded the motion. There was no discussion or public comment. The motion passed by consensus.

Item 5. Public Comment:

Kming Rosenthal shared how important it is for members to inform clients of the Open House that is scheduled for May 8, 2024.

Item 6. Our Working Council Discussion:

Members reviewed the comment card handout. Dr. Ried 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 Council Committees

Mindy He provided an overview of all the sub-committees of the Council and their responsibilities.

Item 8. Approval of Executive Committee Policies and Procedures:

Mindy He provided an overview of the Executive Committee Policies and Procedures with the changes. Wendy Lords put forward a motion to approve the Executive Committee Policies and Procedures. 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 Executive Committee Policies and Procedures.

Item 9. Approval of Compensation Memo:

Marlon Velasco provided an overview of the Compensation Memo. The Compensation Memo will be updated yearly based on the Federal Poverty Level (FPL) Guidelines. The Compensation Policies and Procedures will be updated next

year as per the rotation. Dr. Vu put forward a motion to approve the Compensation Memo. The Chair repeated the motion. Ricardo Velasco seconded the motion. During discussion, Dr. Vu suggested that when the Compensation Policies and Procedures is revised to allow for the Grant Recipient to update the FPL on the Compensation Memo without Council approval as it is a non-substantive change. 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 Compensation Memo.

Item 10. Planning for Open House:

Martha Garcia shared with the members that the Open House is scheduled for May 8, 2024. The Open House will take place prior to the Council meeting. Volunteers will be needed to assist with the presentation. More information to follow.

Item 11. Review Unmet Need Data:

Marlon Velasco provided an overview of Unmet Need data for Orange County based on HRSA's updated Unmet Need Framework Methodology. Estimates of unmet need among those individuals with HIV who are aware of their status but not receiving regular primary HIV health care in Orange County for 2022 include unmet need estimates for four (4) target subpopulations (men who have sex with men, intravenous drug users, incarcerated, and transgender individuals) for all people living with HIV and Ryan White clients.

Item 12. California Planning Group (CPG) Update

There were no updates.

Item 13. Grant Recipient Reports:

A. HIV Planning and Coordination:

HRSA Site Visit

- The HRSA Site Visit is scheduled for April 9, 2024 – April 12, 2024. The HRSA team would like to meet with the Executive Committee and with clients who utilize Ryan White services. The client meeting will be on April 10th at 11:30.

B. Quality Management (QM) Committee:

- Marlon Velasco provided an overview of the Outpatient/Ambulatory Health Services Standards of Care. Kming Rosenthal put forward a motion to approve the Outpatient/Ambulatory Health Services Standards of Care. 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 Outpatient/Ambulatory Health Services Standards of Care.

C. Contract Services:

Karen Leland shared the following:

- **Update on HIV Solicitations**

Solicitations will begin soon for HIV Care Services and HIV Legal Services. The Master Contract for HIV Care Services will expire February 2025.

The HIV Care Legal Services contract will also expire February 2025, and will be solicited either along with the HIV Care Services or as a separate solicitation as has been done.

Both were previously solicited under a Request for Application process.

Future solicitations will take place for new services and for those contracts that will end June 30, 2025.

- **Administrative Annual Site Visits**

For FY 23-24 administrative site visits will be conducted by Procurement and Contracts Services (PCS) staff in-person. HIV providers have been notified and appointments are being set. PCS staff are expected to complete visits by May 2024.

- **Monthly Provider Meetings**

Bi-monthly provider meetings will be scheduled with HIV Providers with PCS and HIVPAC staff. These meetings will provide all an opportunity to discuss contract matters to include administrative, financial, and/or programmatic matters/information, and will provide a forum to discuss any other items as well as a tool to communicate new procedures, requests for reporting, etc. Meetings will begin May 2024.

Item 14. Matters from the Chair:

The Chair informed members the following was in their packets:

- Directives to the Grant Recipient
- PSAP Policies and Procedures

Dr. Ried shared with members that the County Clinic is promoting an incentive for PLWH. Clients will receive \$50.00 if they get the Monkeypox Vaccination. Clients who have been out of care for 12 months will receive \$100.00 for the vaccination. The incentive program will end June 28, 2024.

Item 15. Member's Privilege/Announcements:

Dr. Harari thanked Dr. Vu for his lecture on Gender Affirming Treatment Care which he presented at AltaMed.

Item 16. Adjournment until April 10, 2024:

Dr. Ried adjourned the meeting at 7:59 pm.