



MINUTES

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Chair: Josie Lopez

Recorder: Martha Garcia

Members Present: Jazmina Castillo (Arrived during Item 4), Dr. Geeta Gupta, Kristen Kowalczyk, Josie Lopez, Dr. Christopher Ried, Ricardo Velasco, and Dr. Jeffrey Vu

Affiliate Members Present: None

Members Absent: Homero Beltran, Adelmo Chan (Notification Received), Michelle Gallardo (LOA), Dr. Itamar Harari (LOA), Wendy Lords (LOA), Fernando Martinez (Notification Received), Khloe Rios-Wyatt (LOA), and Kming Rosenthal (LOA)

Affiliate Members Absent: None

Staff: Tara Buehring, Martha Garcia, Bill Norsetter, Marlon Velasco, and Mary Young

Staff Members Absent: Mindy He

Guests: Roberta Cone, Martin Becerra, Jorge Miranda, and Karly Rubly

Item 1. Call to Order: Josie Lopez called the meeting to order at 6:14 pm.

Item 2. Welcome and Introductions:

Josie Lopez welcomed all in attendance. Josie Lopez 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:

Dr. Vu put forward a motion to approve the agenda. 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 July 10, 2024 Minutes:

Dr. Vu put forward a motion to approve the July 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. Approval of National HIV/AIDS Strategy (NHAS) Orange County Update:

Marlon Velasco provided an overview of the National HIV/AIDS Strategy (NHAS) proposed goals and objectives for 2025 for Orange County which included the recommendations from Integrated Plan Committee (IPC) and the Priority Setting, Allocations, and Planning (PSAP) Committee. Dr. Gupta put forward a motion to approve the NHAS 2025 goals with the recommendations. 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 say yay. The Chair then asked for any nay votes. The yay votes were unanimous and the motion carried to approve the NHAS 2025.

Item 8. Approval of HIV Client Advocacy Committee Policies and Procedures:

Tara Buehring provided an overview of the HIV Client Advocacy Committee (HCAC) Policies and Procedures. Dr. Gupta put forward a motion to approve the HCAC Policies and Procedures with the proposed changes. The Chair repeated the motion. Jazmina Castillo seconded the motion. There was no discussion or public comment. A roll call vote was taken. The yay votes were unanimous, and the motion carried to approve the HCAC Policies and Procedures with the proposed changes.

- Item 9. Planning Council AIDS Walk:**
Martha Garcia informed members that the AIDS Walk will take place on September 14, 2024 at Orange Coast College. Volunteers will be needed to cover the event table.
- Item 10. Part A Site Visit Corrective Action Plan Update:**
Tara Buehring informed members that the Corrective Action Plan has not been received. A presentation with the preliminary findings was shared with the members.
- Item 11. Review FY24 Planning Council Support Budget:**
Marlon Velasco provided an overview of the FY24 Planning Council Support Budget. This is included in the administrative budget for Ryan White Part A funding which is limited to 10% of the total Part A allocation. For FY 2024, the total Part A allocation is \$ 6,303,489 of which, \$520,414 (8.3%) has been proposed as the allocation for Part A administration. The Planning Council Support budget is \$284,674, which is 54.7% of the total administrative budget.
- Item 12. California Planning Group (CPG) Update**
There were no updates.
- Item 13. State Office of AIDS (SOA) Update:**
The SOA report is available at: <https://ochealthinfo.com/about-hca/public-health-services/health-promotion-community-planning/hiv-planning-and-0>
- Item 14. Grant Recipient Reports:**
- A. Contract Services:** Bill Norsetter shared the following:
- **Reallocation Process/Timeline**
Bill Norsetter provided an overview of the reallocation process and timeline related to funding adjustments and also outlined various HCA Board approval requirements and timeframes. Bill and Karen Leland are available for any clarifications or questions.
 - **Grant Year-End vs. County Year-End**
Reminder that fiscal year for Ryan White is March – February. Monthly expenditure reports show year to date spending and percent spent to date.
- B. Quality Management (QM) Committee:**
- Marlon Velasco provided an overview of the Legal Services Standards of Care. Dr. Vu put forward a motion to approve the Legal Services Standards of Care with the correction in Section 2 removing “adoption services” from the first sentence after the bullets. The Chair repeated the motion. Jazmina Castillo 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 Legal Services Standards of Care with the correction in Section 2.
- C. HIV Planning and Coordination:** Marlon Velasco shared the following:
- Part A and EHE Application**
- The Ryan White Part A Application for Fiscal Year 2025 has been released. A full application is required this year and the application is due by October 1, 2024.
 - The Health Resources & Services Administration (HRSA) Ending the HIV Epidemic (EHE) Application for Fiscal Year 2025 should be released soon
- HIV Comprehensive Care & Support Services RFA**
- The HIV Comprehensive Care and Support Services RFA was released on July 18, 2024. Applications are due August 29, 2024. This will supersede any previous contracts for new contracts to begin March 1, 2025.
- New HIVPAC Staff**
- Mary Young, Health Services Manager: Grants Management & Oversight, has joined the HIVPAC team.
- Ryan White Conference**
- HIVPAC staff will be attending the conference. Martha Garcia and Ricardo Velasco will represent Council
- Item 15. Matters from the Chair:**
The following is in members packets:
- FY24 PC Endorsement Letter
 - FY 2024-25 Part A Allocations Based on Award
 - FY 2025-26 Service Category Priorities
 - Home Health Care/Home and Community Based Health Services Standards of Care

Item 16. Member's Privilege/Announcements:

- Dr. Gupta shared with members to save the date for the HIV/AIDS on the Frontline Conference on October 9, 2024. This will be a hybrid conference with limited in person attendance.

Item 17. Adjournment until September 11, 2024:

Josie Lopez adjourned the meeting at 7:30 pm.