



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

July 9, 2025

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:** Dr. Sean Arayasirikul, Homero Beltran, Jazmina Castillo, Dr. Roberta Cone, Kristen Kowalczyk, Josie Lopez, Fernando Martinez, Dr. Christopher Ried, Khloe Rios-Wyatt, Karly Rubly, and Dr. Jeffrey Vu

**Affiliate Members Present:** None

**Members Absent:** Dr. Geeta Gupta, Dr. Itamar Harari (Notification Received), and Ricardo Velasco (LOA)

**Affiliate Members Absent:** None

**Staff Members Present:** Tara Buehring, Martha Garcia, Brian Greene (Arrived during Item 8), Mindy He, Marlon Velasco, and Mary Young

**Staff Members Absent:** None

**Guests:** Everardo Alvizo, Martin Becerra, Ron Carreras, Jorge Miranda, Gerardo Rosas, Gaganvir Tut, and Harmanpreet Dhillon-Tut

**Item 1. Call to Order:** Fernando Martinez called the meeting to order at 6:05 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. A quorum was established.

**Item 3. Approval of Agenda:**

Prior to approval Marlon Velasco informed members that Item 13b was not an Action Item. Kristen Kowalczyk put forward a motion to approve the agenda with the change. The Chair repeated the motion. Dr. Cone seconded the motion. There was no discussion or public comment. The motion passed by consensus.

**Item 4. Approval of June 11, 2025 Minutes:**

Dr. Arayasirikul put forward a motion to approve the June 11, 2025 minutes. The Chair repeated the motion. Karly Rubly 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. Approval of Housing Directives Recommendations:**

Mary Young provided an overview of the Housing Directives Recommendations to the Grant Recipient with the proposed changes made based on a one-time increase in Housing Opportunities for Persons with AIDS (HOPWA) grant funding for Fiscal Year (FY) 2025-26. Key changes include:

- **Emergency Financial Assistance (EFA) for Housing**
  - Amount of assistance clients can receive for utilities increased from \$300 to \$900 per year.
  - Amount of assistance clients can receive for rent or mortgage payments increased from up to one (1) month Fair Market Rent (FMR) in Orange County to three (3) months of FMR in Orange County for a one (1)-bedroom unit (for up to two (2) individuals) or a two (2) bedroom unit (for three (3) or more individuals).
- **Short-Term Assistance for Rent (STAR)**

- Amount of assistance clients can receive for STAR increased from 30% to 50% of FMR for Orange County for a one (1)-bedroom unit (for up to two (2) individuals) or a two (2)-bedroom unit (for three (3) or more individuals).

Homero Beltran put forward a motion to approve the Housing Directives. The Chair repeated the motion. Dr. Vu 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 Housing Directives.

**Item 8. Review FY 2024-25 Site Visit Report:**

Marlon Velasco provided an overview of the FY 2024-25 Ryan White Site Visit Report. Site visits were conducted between October 2024 and February 2025 for services rendered during the months of March through August 2024. Site visits are conducted to ensure contract compliance, program requirements are met, and services are given to eligible clients

**Item 9. Review FY 2025-26 Planning Council Support Budget:**

Mary Young provided an overview of the FY 2025-26 Planning Council Support Budget. The Planning Council Support Budget is included in the administrative budget for Ryan White Part A (Part A) funding which is limited to 10% of the total Part A allocation. The FY 2024-25 Part A allocation and final expenditures were used to propose the FY 2025-26 Planning Council Support Budget. For FY 2024-25 the total Part A allocation was \$ 6,303,489 of which, \$492,600 (7.8%) was allocated for the Part A administrative budget, and \$277,996 was spent for Planning Council Support expenses which represented 56.4% of the total Part A administrative budget. Thus, for FY 2025-26 the proposed Planning Council Support budget is \$277,996. There were no proposed changes by Executive Committee. HIVPAC continues to look into incentivizing ways to have more participation. Additionally, the Executive Committee asked if there was a possibility of providing transportation for non-members. The question was forwarded to the Project Officer, and we are waiting for a response.

**Item 10. Approval of FY 2026-27 Service Category Priorities:**

Marlon Velasco provided an overview of the FY 2026-27 Service Category Priorities. The Integrated Plan Committee and Priority Setting, Allocations, and Planning Committee participated in the priority setting process. The following are the service priorities approved by PSAP for Council approval:

1. Outpatient / Ambulatory Health Services
2. Referral for Health Care and Supportive Services
3. Medical (MCM) / Non-Medical Case Management (Non-MCM) Services
4. Housing – EFA for Housing / Housing Coordination / Transitional Housing/Short-Term Supportive Housing (STSH): General Population/ Transitional Housing/STSH: Substance Users
5. Emergency Financial Assistance (EFA) – Medications / Health Insurance Premium (HIPP) & Cost Sharing Assistance/ AIDS Drug Assistance Program (ADAP)
6. Oral Health Care
7. Medical Transportation Services
8. Early Intervention Services (EIS) [formerly categorized as HIV Counseling and Testing]
9. Nutrition Services (Medical Nutrition Therapy Nutritional Counseling / Food Bank / Home Delivered Meals / Nutritional Supplements)
10. Mental Health Services
11. Other Professional Services including Legal Services
12. Outreach Services
13. Home Health Care / Home and Community–Based Health Services (HCBHS)/ Hospice / Rehabilitation
14. Substance Abuse Outpatient Care (Narcotic Replacement Program / Detox / Counseling) / Substance Abuse Services Residential
15. Independent Living Skills [HRSA Category Health Education / Risk Reduction]
16. Prevention with Positives including Education and Prevention for HIV positive individuals [HRSA Category Health Education/Risk Reduction]
17. Psychosocial Support Services
18. Linguistic Services
19. Child Care Services

Council made the following changes to PSAPs recommendations:

8. Other Professional Services including Legal Services
9. Early Intervention Services (EIS) [formerly categorized as HIV Counseling and Testing]

10. Nutrition Services (Medical Nutrition Therapy Nutritional Counseling / Food Bank / Home Delivered Meals / Nutritional Supplements)

11. Mental Health Services

Dr. Arayasirikul put forward a motion to approve the FY 2026-27 Service Category Priorities with the change. The Chair repeated the motion. Fernando Martinez 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. There was a nay vote. A roll call vote was taken:

**Yay:** Dr. Sean Arayasirikul, Homero Beltran, Jazmina Castillo, Dr. Roberta Cone, Kristen Kowalczyk, Josie Lopez, Fernando Martinez, Dr. Christopher Ried, Khloe Rios-Wyatt, and Dr. Jeffrey Vu

**Nay:** Karly Rubly

The yay votes were unanimous, and the motion carried to approve the FY 2026-27 Service Category Priorities with the change.

**Item 11. California Planning Group (CPG) Update:**

There were no updates.

**Item 12. 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:** Brian Greene provided the following updates:

**Contract Updates**

• **Comprehensive Care and Support Services**

Utilizing the 10% Contingency process, additional HOPWA funds for Housing and Support Services were added to the Master contract. Amendment No. 1 to the Master and Individual contracts is nearly complete and contracts with Radiant and Special Service for Groups being the only recipients of additional funding as they are the only Housing Services providers. All other contracts will be amended to reflect a change to the Amount Not to Exceed and CFDA grant funding information.

Upon completion of Amendment No. 1, the remaining additional HOPWA funds will be added to the Master contract via Amendment No. 2 but will require Board approval since the 10% Contingency process was exhausted with Amendment No. 1. Will review the calendar for a future Board date.

• **HIV-STI Testing, Treatment and Prevention Services**

Individual contracts with Alianza Translatinx, LGBTQ Center OC, Radiant, Rx Consultants, and Special Service for Groups were effective July 1, 2025. Reporting documents are currently being developed.

• **Update on Annual Administrative Site Visits/Year-end Reporting**

Annual Administrative Site Visits have been completed for FY 24-25. Completion of cost reporting/expenditure concurrences as well as Subrecipient Contract Performance Evaluations are in development.

• **Change in Procurement and Contract Support Services Oversight**

FYI... Effective July 11, 2025, Procurement and Contracts Services staff will be transferred to the County Executive Office, County Procurement Office. At this time, the change will not impact contract support services to HCA/HIVPAC.

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

• **Referral for Medical Nutrition Therapy Including Nutritional Supplements Standards of Care:**

- Marlon Velasco informed members that all Standards of Care will be reviewed annually by QM. If there are no changes to Standards of Care, it will only be informational for Council and if there are changes it will be presented to Council for approval. There were no changes to the Medical Nutrition Therapy Including Nutritional Supplements Standards of Care

• **Review Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals Standards of Care:**

- Marlon Velasco informed members that all Standards of Care will be reviewed annually by QM. If there are no changes to Standards of Care, it will only be informational for Council and if there are changes it will be presented to Council for approval. There were no changes to the Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals Standards of Care.

### **C. HIV Planning and Coordination:**

#### **PC MOU Update**

- The Council currently has an established roles and responsibilities between the Grant Recipient and the Council. Part of the action plan was to formalize that document into a Memorandum of Understanding. Project Officer has reviewed the draft and ready to move forward. Will be presented to Council in September.

#### **Ryan White Part A Award**

- Full award is still pending and should be notified before the end of July.

#### **Ryan White Application**

- Ryan White application is in process and due in October.

#### **New Staff Member**

Health Services Analyst, Sierra Myers, has joined the HIVPAC unit.

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

There were no matters from the Chair.

**Item 16. Member's Privilege/Announcements:**

Mindy He clarified that the pause in dental services is due to an administrative issue and is being worked on.

**Item 16. Adjournment until August 13, 2025:**

Fernando Martinez adjourned the meeting at 7:49 pm.