



HIV PLANNING COUNCIL
www.ochalthinfo.com/hivcouncil
July 8, 2026

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: Jazmina Castillo in lieu of Homero Beltran

Recorder: Martha Garcia

Members Present: Dr. Sean Arayasirikul, LeRoy Blea, Jazmina Castillo, Dr. Geeta Gupta, Dr. Christopher Ried, Khloe Rios-Wyatt, and Dr. Jeffrey Vu

Affiliate Members Present: None

Members Absent: Martin Becerra, Homero Beltran, Kristen Kowalczyk (AN), Fernando Martinez, Ricardo Velasco (LOA),

Affiliate Members Absent: None

Staff Members Present: Tara Buehring, Martha Garcia, Mindy He, Karen Leland, Sierra Myers, Marlon Velasco, and Mary Young

Staff Members Absent: None

Guests: Jessica Diaz, Aimara

Item 1. Call to Order: Jazmina Castillo called the meeting to order at 11:47am

Item 2. Welcome and Introductions:

Jazmina Castillo welcomed all in attendance. Jazmina 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 with the change. The Chair repeated the motion. Khloe Rios-Wyatt seconded the motion. There was no discussion or public comment. The motion passed by consensus.

Item 4. Approval of June 10, 2026 Minutes:

Dr. Vu put forward a motion to approve June 10, 2026, minutes. The Chair repeated the motion. Dr. A. 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. Jazmina Castillo 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 FY 2025-26 Assessment of the Administrative Mechanism (AAM):

Dr. Vu provided an overview of the FY 2025-26 Assessment of the Administrative Mechanism (AAM) Summary document and the AAM survey results. The AAM survey was provided ahead of time of the April 8, 2026 Council meeting for members to thoughtfully consider their responses. Additionally, the survey was also made available online via SurveyMonkey, and the hard copy (paper) version of the survey was available for completion at the May 13, 2026 Council meeting. A member of Executive Committee collected and compiled the results. The survey was anonymous and consisted of nine (9) questions. In total, there were 11 online surveys completed (79%) and three (3) paper responses completed (21%) among the 14 Council members. Dr. Gupta put forward a motion to approve the FY 2025-26 AAM. The Chair repeated the motion. Dr. Arayasirikul seconded the motion. There was no further 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 AAM summary and survey results

Item 8. Approval of Planning Council Bylaws:

Mindy He provided an overview of the proposed changes to the Council Bylaws. The Council Bylaws are reviewed and updated as required by the Board of Supervisors (BOS) and periodically by the Grant Recipient to ensure they are current.

Members suggested that Article VI Section 1.D be removed. Dr. Gupta put forward a motion to approve the Council Bylaws with the additional change. The Chair repeated the motion. Dr. Arayasirikul seconded the motion. There was no further 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 Council Bylaws with the additional change.

Item 9. Approval of FY 2026-27 Allocations Based on Award:

This item was postponed due to not meeting quorum.

Item 10. EHE Quarterly Update:

Tara Buehring provided an update on Orange County's Ending the HIV Epidemic (EHE) Work Plan which included a review of new, current and planned activities as well as progress made for each activity. Feedback was given regarding the process in applying. For further information interested individuals can contact Karen Leland.

Item 11. Ryan White Program Year End Review:

Marlon Velasco provided an overview of Council accomplishments in 2025.

Item 12. CPG Update

There were no updates

Item 13. CPG Overview-Representative to California Planning Group:

Mindy He provided an overview of CPG roles and responsibilities. During last month's meeting Interested members were asked to submit their intent to apply and a brief statement as to why they would like to join CPG to Planning Council support by July 1, 2026. Dr. Arayasirikul submitted an interest in applying and was put forward as the nominee.

A ballot vote was taken and the votes were read aloud as follows:

- Dr. Arayasirikul (Yay): Dr. Arayasirikul, Jazmina Castillo, Dr. Gupta, Dr. Ried, Khloe Rios-Wyatt, and Dr. Vu

Dr. Arayasirikul was elected as the CPG member to represent the Planning Council.

Item 14. State Office of AIDS (OA) Update: Leroy Blea shared the following:

The OA report is available at: <https://ochealthinfo.com/about-hca/public-health-services/health-promotion-community-planning/hiv-planning-and-0>.

Volunteer Opportunity at the United States Conference on HIV/AIDS (USCHA)

- The theme of the conference is *United and Unbreakable: The HIV Movement at 45*, and is scheduled for September 17-20 in Anaheim, CA. The host committee is looking for 200 volunteers. The commitment is a total of **8 hours** of time throughout the conference and volunteers will receive **free registration** to the conference. For more information on becoming a volunteer go to <https://www.nmac.org/uscha/volunteer/>. The volunteer application can be found at <https://www.volgistics.com/appform/1932628088>.

Ending the Syndemic Symposium 2026.

- The 5th Annual Ending the Syndemic Symposium 2026 is a free virtual symposium that will be held September 29-October 1st from 12-4 PM each day. Speakers will be addressing three of the social determinants on which our [Strategic Plan](#) and [Implementation-Blueprint](#) are organized: Racial Equity, Housing First and Health Access for All.

Item 15. Grant Recipient Reports:

A. Contract Services:

- **Contract Amendments**

Amendments to all HIV contracts have been completed, which included adding additional Federal Guidelines language and replacement of Cost Report language with Expenditure and Revenue instead. This change will eliminate the requirement for annual cost reports (for each service) and will instead only require a Letter of Concurrence (collectively for all services) using information received from subrecipients' final Expenditure and Revenue reports.

- **FY 25-26 Annual Procurement and Contract Services Admin Site Visits**

All have been conducted but awaiting final documents for review from a few subrecipients.

B. Quality Management (QM) Committee:

- There were no updates.

C. HIV Planning and Coordination:

- There were no updates.

Item 16. Matters from the Chair:

There were no matters from the Chair.

Item 17. Member's Privilege/Announcements:

Dr. Gupta informed members that AIDS on The Frontline is scheduled for September 16, 2026.

Item 17. Adjournment until August 12, 2026:

Jazmina Castillo adjourned the meeting at 1:16 pm.