

## **HIV HEALTH SERVICES PLANNING COUNCIL Executive Committee**

### **Meeting Minutes**

March 9, 2023, 3:00 p.m. to 5:00 p.m.

### **Meeting Location:**

Sacramento Sexual Health Center, 4600 Broadway, Conference Room 2020, Sacramento, CA 95820

**Facilitator:** Richard Benavidez –Council Chair

**Scribe:** Paula Gammell – County Staff

### **Committee Member Attendees:**

Zach B. – ACC Chair, Melissa Willett – AdAC Chair, Kristina Kendricks-Clark – Vice Chair, Richard Benavidez – Council Chair,

**Members Excused:** Jake Bradley-Rowe –PAC Chair, Michael Ungeheuer – Governance Chair, and Ronnie Miranda – NAC Chair, and Chelle Gossett - Recipient

**Members Absent:** N/A

**Guests:** N/A

Topic	Minutes
Welcome, Introductions, and Announcements	<p>The meeting began at 3:15 p.m.</p> <p>The Sacramento LGBT Center is providing Mpox vaccines through June.</p> <p>ACC coordinated with Gilead to host a community educational event on March 8, 2023, in recognition of both Women and Girls HIV/AIDS Awareness Day as well as National Black HIV/AIDS Awareness Day.</p> <p>Gilead is also hosting an event on March 15, 2023, titled "Treatment Options to Help Support Different HIV Populations".</p>
Public Comments-Agenda Items	N/A
March 2023 Agenda Review*	<p>A copy of the March 2023 Agenda was presented for review and approval. Motion to approve the Agenda as presented was made by Kristina Kendricks-Clark with a second by Melissa Willett. The motion passed with a majority.</p> <p>Approved: Kendricks-Clark, Willett, Benavidez, and Zach B.  Opposed: None  Abstained: None</p>
February 2023 Minutes Review*	<p>A copy of the February 2023 Committee Minutes was presented for review and approval. A motion to approve the Minutes as presented was made by Zach B with a second by Richard Benavidez. The motion passed with a majority.</p> <p>Approved: Kendricks-Clark, Willett, Benavidez, and Zach B.  Opposed: None  Abstained: None</p>

Topic	Minutes
<p>Recipient Report:</p> <ul style="list-style-type: none"> <li>➤ FY22 Jan. 2023 Part A Monthly Fiscal Report*</li>   <li>➤ FY22 Jan. 2023 Part B Monthly Fiscal Report</li>   <li>➤ SOA Ending the HIV Epidemic Update</li>   <li>➤ HRSA Part A Ending the Epidemic Update</li> </ul>	<p>Paula Gammell presented the FY22 January 2023 Part A Monthly Fiscal Report for review and approval. The contracts for the 2<sup>nd</sup> Reallocation have been processed and the allocations on the Fiscal Reports have been updated accordingly. Kristina Kendricks-Clark motioned to accept the FY22 January 2023 Part A Monthly Fiscal Report as presented and Melissa Willett seconded the motion. The motion passed with a majority.</p> <p style="padding-left: 40px;">Approved: Kendricks-Clark, Willett, Benavidez, and Zach B.  Opposed: None  Abstained: None</p> <p>Paula Gammell presented the FY22 January 2023 Part B Monthly Report for informational purposes. Yolo County is underspending. Members wondered why Yolo County appeared to be underspending at such a high rate. Paula informed that the organization had requested to hire an additional medical case manager but the process has been delayed. Had another medical case manager been hired, the expenditures would have increased.</p> <p>Paula Gammell shared that the van is operational and providing services in the community. To build rapport with clientele, van staff have been providing food, water bowls, and collars/leashes for the client's pets.</p> <p>The Sacramento Sexual Health Clinic is providing HIV services five days a week. There is a concern that demand will exceed the Clinic's capacity to provide services. The County has already begun internal discussions to address the situation.</p>

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<p>Committee/Work Group Updates</p> <ul style="list-style-type: none"> <li>➤ Administrative Assessment Committee</li> <li>➤ Affected Communities Committee</li> <li>➤ Priorities and Allocations</li> <li>➤ Quality Advisory Committee</li> <li>➤ Needs Assessment Committee</li> <li>➤ Governance</li> </ul>	<p>Melissa Willett shared that AdAC will next meet on June 15<sup>th</sup> for the FY22 year-end review.</p> <p>To address reflectiveness needs, Zach B. shared that ACC is currently recruiting new non-aligned consumers who are recipients of Part A services.</p> <p>PAC will meet next on April 5, 2023, to re-visit the FY23 allocations due to changes in agencies providing services as a result of the recent RFP.</p> <p>QAC met and reviewed its Overview, Work Plan, and discussed the limitations of the Post Card Survey.</p> <p>NAC met and reviewed its Overview, Work Plan, and discussed the limitations of the Needs Assessment Survey. Additionally, a draft of the FY22 Needs Assessment report has been presented to the Recipient who is in the process of editing the document.</p> <p>Governance has no updates at this time.</p>
<p>March 22, 2023, HHSPC Agenda*</p>	<p>A draft copy of the March 22, 2023, HHSPC Agenda was presented for review and approval. Motion to approve the Agenda as presented was made by Zach B. and seconded by Melissa Willett. After discussion, it was suggested to delete the Council Staff Assessment from the attachments as it is a function of the Executive Committee. An amended motion to accept the agenda with the</p>

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	<p>changes discussed was made by Zach B. and Melissa Willett seconded the amended motion. The motion passed with a majority.</p> <p>Approved: Willett, Benavidez, and Zach B.  Opposed: None  Abstained: None  Notes: Kristina Kendricks-Clark left the meeting prior to the Council Agenda discussion.</p>
Technical Assistance	Please reach out to Richard Benavidez or Kristina Kendricks-Clark if you need technical assistance.
Public Comment	ACC is coordinating several upcoming Community Education Programs. A schedule will be forthcoming.
Adjournment	The meeting adjourned at 4:30 p.m.