

## **HIV HEALTH SERVICES PLANNING COUNCIL**

### **Meeting Minutes**

April 26, 2023

10 am-12 pm

**Meeting Location: 4600 Broadway, Sacramento, CA**

**95820, Community Room 2020**

**Facilitator:** Richard Benavidez, Council Chair

**Scribe:** Danielle Caravella, County Staff

**Council Member Attendees:** Christopher Kendrick-Stafford, Dennis Poupart, Jake Bradley-Rowe, Josh Kooman, Kane Ortega, Kaye Pulupa, Kelly Gluckman, Keshia Lynch, Kristina Kendricks-Clark, Lenore Gotelli, Melissa Willett, Richard Benavidez, Shy Brown, Steve Austin, Tracy Thomas, and Zach B.

**Members Excused:** Beth Valentine, Chelle Gossett, David Contreras, Judy Vang, Melody Law, Michael Ungeheuer, Minerva Reid, Ronnie Miranda, and Yingjia Huang

**Members Absent:** N/A

**Guests:** Zach Reau-Gilead, Alan Lange- Valley Vision, Angelina Olweny- Valley Vision, Maureen Virgil – Attending for Michael Ungeheuer, Troy Stermer, and Donald Scherschligt

Topic	Minutes
<p>Welcome,  Introductions,  Housekeeping,  and  Announcements</p>	<p>The meeting began at 10:08 a.m.</p> <p>Introductions as housekeeping were done. On the papers in front of members were general meeting agreements and Roberts Rules of Order for members to reference and act in accordance with during the meeting. Danielle reminded members that if they have not signed the annual acknowledgments, they are attached to their nametags and to please sign those and turn them in.</p> <p>Jake Bradley-Rowe announced that Sunburst Projects will be hosting their annual golf tournament on May 13<sup>th</sup>, for more information please visit <a href="https://sunburstprojects.org/">https://sunburstprojects.org/</a>.</p> <p>He also announced that Camp Sunburst would look different this year, as its population of HIV + children has gone down. Children have aged out of the program and luckily, fewer children are being diagnosed with HIV in the community. This summer Sunburst Projects will be partnering with Healing Waters to bring 2 trips to youth. There will be a 4-day trip for ages 6-17 and a weekend trip for ages 18-25. The trips will include water rafting and will be taking place at the end of July.</p> <p>Kristina Kendricks-Clark announced that Harm Reduction Services will be hosting a film streaming of "Love in the Time of Fentanyl" on Thursday, April 27<sup>th</sup>. A flyer with further information was sent to Council members.</p> <p>Richard Benavidez shared that the New HIV Prevention Coalition met on Monday, April 24<sup>th</sup> and they hope that this new coalition will bring change.</p> <p>He also announced that NorCal AIDS Cycle would take place May 20-21</p>

	<p>departing from Oak Park Community Center. There will be a friends and family night on May 20th from 3-9 pm for \$45 and dinner will be served. The closing ceremony will be held in Old Sacramento. There will also be a fundraiser by Sierra Foothills AIDS Foundation at the Bolt Bar for NorCal AIDS Cycle on May 5<sup>th</sup>.</p>
Public Comments-Agenda Items	No public comments were made.
April 2023 Agenda*	<p>Kristina Kendricks-Clark motioned to accept the April 2023 agenda as presented and Kane Ortega seconded the motion. Richard Benavidez requested to add Workgroups to be discussed during the Executive Committee Update. Dennis Poupart made an amended motion to accept the April agenda with the changes discussed and Kane Ortega seconded the amended motion. The motion was passed with a majority. Please see the meeting roll call voting on page 12.</p>
Minutes of March 2023*	<p>Jake Bradley-Rowe motioned to accept the Minutes of the March 2023 meeting as presented and was seconded by Zach B. Shy Brown had an edit to add her name to the members present on page 1. Richard Benavidez had an edit to page 9 under the Quality Advisory Committee. The final sentence of that paragraph was not a proper sentence. It read "Also due to the hard work"; it should read, "This is also due to the hard work". Jake Bradley-Rowe amended his motion to include the changes discussed and Kane Ortega seconded the amended motion. The motion passed with a majority. Please see the meeting roll call voting on page 12.</p>
State Office of AIDS (OA) April 2023 Update	<p>Kaye Pulupa presented the April 2023 OA Voice updates.</p> <p><b><u>Mpox</u></b>  OA is committed to providing updated information related to Mpox. They have partnered with the Division of Communicable Disease Control (DCDC), a program within the Center of Infectious Diseases, and have</p>

disseminated a number of documents in an effort to keep our clients and stakeholders informed. Please refer to the [DCDC website](#) to stay informed.

### **HIV/STD/HCV Integration**

OA and the STD Control Branch are pleased to report that the roll-out of the **California Strategic Plan** to address the syndemic of HIV, HCV, and STIs continues in April as they prepare to release our phase-2 *Implementation Blueprint*, the accompanying document to their plan. The activities in this customizable *Implementation Blueprint* were the result of community input from across all regions of California and they help drill down into specific goals under the 30 strategies organized over 6 social determinants of health: racial equity, health access for all, housing first, mental health and substance use, economic justice, and stigma free. Once they release the final document, they will host a series of webinars that will help local health jurisdictions customize this plan for their communities.

### **Strategy A:**

#### **Improve Pre-Exposure Prophylaxis (PrEP) Utilization: PrEP-Assistance Program (AP)**

As of March 29, 2023, there are 203 PrEP-AP enrollment sites covering 189 clinics that currently make up the PrEP-AP Provider network. A comprehensive list of the PrEP-AP Provider Network can be found at <https://cdphdata.maps.arcgis.com/apps/webappviewer/index.html?id=6878d3a1c9724418aebfea96878cd5b2>.

Data on active PrEP-AP clients can be found in the three tables displayed on page 5 of the newsletter.

### **Strategy K: Increase and Improve HIV Prevention and Support Services for People Who Use Drugs**

#### **SAVE THE DATE! 2023 Harm Reduction Showcase in San Jose**

Join the Santa Clara Department of Public Health, on May 4th for an opportunity to learn about their harm reduction services and how local

	<p>service providers can integrate harm reduction principles and practices into their work. E-mail, <a href="mailto:harmreduction@phd.sccgov.org">harmreduction@phd.sccgov.org</a> for additional information. Learn more about their program at <a href="https://publichealth.sccgov.org/services/harm-reduction-program">https://publichealth.sccgov.org/services/harm-reduction-program</a>.</p> <p>Jake Bradley-Rowe asked to take a moment of silence in Memoriam of Rachel Anderson the co-founder of SANE, who recently passed away. Rachel was an executive director, researcher, trainer, and a voice for people who use drugs and their vital roles as leaders of California's harm reduction and health justice movements.</p>
<p>Presentation on the Mechanics of the Planning Council</p>	<p>Paula Gammell presented on the Mechanics of the Planning Council. After the presentation, participants should better understand the following:</p> <ul style="list-style-type: none"> <li>• The Distribution of Funds</li> <li>• Funding Components</li> <li>• Recipient Duties and Planning Council Roles and Responsibilities</li> <li>• The Division of Duties</li> <li>• Planning Council Membership</li> <li>• Planning Council Operations</li> <li>• The Committees that Get the Work Done</li> <li>• The Monthly Meeting Calendar</li> </ul> <p>There was a discussion about what if the BOS decided not to accept the money from HRSA. It was explained that while this could happen it is very unlikely and that there would likely be a very large public outcry. The BOS does not have to directly notify the Planning Council of any decisions they are planning to make regarding funding and the only notice they give is by placing it on their agenda.</p>
<p>CPG/HIV/STI Prevention Updates</p>	<p><b>California Planning Group</b> – Richard Benavidez shared that CPG will be having its first in-person meeting next week. He asked if anyone has a message they would like to share with the CPG, please convey it to him and he will share it with the group.</p>

	<p><b>HIV/STI Prevention Updates</b> – The new HIV Prevention Coalition met to discuss its mission, goals, and priorities.</p>
<p>Recipient Report:</p> <ul style="list-style-type: none"> <li>➤ FY22 February Part A Monthly Fiscal Report*</li>   <li>➤ FY22 February 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><b>FY22 February Part A Monthly Fiscal Report*</b>  Paula Gammell presented a copy of the FY22 Part A February Monthly Fiscal Report for review and approval.</p> <p>Paula highlighted that this report is not the final for the Fiscal year and that it is still being finalized. The Recipient will not be over the 5% limit allowed for unspent funds.</p> <p>Kristina Kendricks-Clark motioned to accept the report as presented, and Jake Bradley-Rowe seconded the motion. The motion passed with a majority. Please see the meeting roll call voting on page 12.</p> <p><b>FY22 February 2022 Part B Monthly Fiscal Report</b>  Paula Gammell presented a copy of the FY22 Part B February Monthly Fiscal Report for review only. Yolo County is underspent; they had hoped to hire an additional staff person but were ultimately unable to.</p> <p><b>SOA Ending the HIV Epidemic Update</b>  The Sexual Health Promotion Unit mobile unit is up and running and is continuing to provide services to the unhoused community. The final Integrated State Plan will be reviewed at CPG.</p> <p><b>HRSA Part A Ending the Epidemic Update</b>  The Sexual Health Clinic is looking to obtain another HIV provider.</p>
<p>Committee Updates</p>	<p><b>Administrative Assessment Committee:</b> The next meeting will be on June 15th, 2023 for the FY22 year-end assessment. You must be a seated Council Member to participate and are required to sign a</p>



to Review. The FY23 Allocations were determined in September 2022, at the same time the FY23 RFP had been in process. While determining the initial allocations for FY23 with the partial award from HRSA, the recipient identified some areas that the Planning Council (PC) might like to review. These areas are identified below. The areas are for Part A services in the Sacramento TGA and do not pertain to/include Part B Yolo County.

1. Health Education/Risk Reduction (HE/RR)-There was \$4,768 allocated by the PC to Health Education/Risk Reduction. However, no one applied for the service during the RFP. There is no service provider for this service. If the Council wishes to proceed with funding this category, the Recipient will need to release a Letter of Intent (LOI) process for this service.

2. Non-Medical Case Management-The PC allocated \$54,582 to Non-Medical Case Management. This was flat funding from the prior fiscal year. In the prior fiscal year, there were two providers for Non-Medical Case Management. Upon conclusion of the RFP process, there are now three providers. The Planning Council may want to review the allocation and decide if the flat funding is still where the committee wants to stay.

3. Food Bank/Home Delivered Meals- This is the first year the PC has allocated Part A funds to this service category in several years. As a reminder, HRSA's PCN 16-02 and the Sacramento TGA's Service Standard SSC12, the Food Bank/Home Delivered Meals service category includes the provision of essential non-food items that are limited to personal hygiene products and household cleaning supplies.

Jake Bradley-Rowe presented the PAC Memo to the Planning Council for review and approval. In consideration of the Recipient's Memo and further discussion, PAC voted to de-fund the Health Education/Risk Reduction Service Category as there was no applicant during the RFP process, which just concluded several months ago. Given the RFP process just concluded, it was determined that there should not be a



<ul style="list-style-type: none"> <li>➤ PAC Overview*</li> <li>➤ PAC Work Plan</li> <li>➤ FY23 General Directives*</li> <li>➤ FY23 Service Directives*</li> </ul>	<p>Letter of Intent issued, as any agency that had wanted to apply, would have already done so.</p> <p>As Health Education/Risk Reduction was de-funded, those funds were voted to be applied to Non-Medical Case Management. As a result of the RFP, three agencies passed the RFP process to be awarded funds; compared to two in the prior year(s).</p> <p>No action was taken regarding Food Bank/Home Delivered Meals. It was considered informational in nature.</p> <p>There was a comment that there should be clarification on the wording that "PAC voted to de-fund the Health Education/Risk Reduction Service Category". It should more accurately read, "PAC voted to recommend the de-funding of the Health Education/Risk Reduction Service Category".</p> <p>Zach B. motioned to accept the actions recommended in the PAC Memo as presented and Kristina Kendricks-Clark seconded the motion. The motion passed with a majority. Please see the meeting roll call on page 12.</p> <p>The PAC Overview was presented for review and approval. Changes included updating contact and meeting schedule information. Kane Ortega motioned to accept the PAC Overview as presented and Lenore Gotelli seconded the motion. The motion passed with a majority. Please see the meeting roll call on page 12.</p> <p>The FY23 PAC Work Plan was presented for information-only purposes.</p> <p>The FY23 General Directives were presented for review and approval. They were updated to indicate the new fiscal year, no content was updated. Melissa Willet motioned to accept the document as presented and Zach B. seconded the motion. The motion passed with a majority.</p>
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<ul style="list-style-type: none"> <li>➤ Attendance</li>   <li>➤ Work Groups</li>   <li>➤ QAC Overview*</li>   <li>➤ QAC Work Plan</li>   <li>➤ NAC Overview*</li>   <li>➤ NAC Work Plan</li> </ul>	<p>Please see the meeting roll call on page 13.</p> <p>The FY23 Services Directives were presented for review and approval. They were updated to indicate the new fiscal year, no content was updated. Melissa Willet motioned to accept the document as presented and Kane Ortega seconded the motion. The motion passed with a majority. Please see the meeting roll call on page 13.</p> <p><b>Executive Committee:</b> Richard Benavidez shared the attendance policy with the Council that specifies if a member misses two consecutive meetings or 4 meetings total in a calendar year their membership will be reviewed. He specified that in the past, the Council has been relaxed with the attendance policy but moving forward it will be followed more closely.</p> <p>Richard shared the desire to establish a workgroup to look at the Council Bylaws, Service Standards, and Directives. He shared he feels as though Sacramento is not up to par with other metropolitan areas in the State. He would like to see this workgroup collaborate with the Quality Advisory Committee with representation from both consumers and providers. Per the Bylaws, the Council chair has the authority to create a special committee and appoint members to it. Based on member feedback Richard appointed Josh Kooman, Kelly Gluckman, Kane Ortega, Zach B., Melissa Willett, Shy Brown, and Lenore Gotelli to the special committee until their work is complete.</p> <p><b>Quality Advisory Committee:</b> The QAC Overview was presented for review and approval. Changes included updating contact information. Jake Bradley-Rowe motioned to accept the QAC Overview as presented and Kane Ortega seconded the motion. The motion passed with a majority. Please see the meeting roll call on page 13.</p> <p>The FY23 QAC Work Plan was presented for information-only purposes.</p>
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	<p><b>Needs Assessment Committee:</b> The NAC Overview was presented for review and approval. Changes included updating contact information. Zach B. motioned to accept the NAC Overview as presented and Jake Bradley-Rowe seconded the motion. The motion passed with a majority. Please see the meeting roll call on page 13.</p> <p>The FY23 NAC Work Plan was presented for information-only purposes.</p> <p><b>Governance:</b> Nothing to report.</p>
Self-Assessment Findings	The findings from the Planning Council Self-Assessment were included in the packet for informational purposes only.
Binder Updates	Danielle Caravella shared that following the meeting binder updates will be coming out.
Public Comments-Non-Agenda Items	Richard Benavidez shared that the Cares Foundation is looking for representation from the HIV community on their board. If anyone is interested or knows of any potential candidates, please reach out to Richard.
Technical Assistance	Please address all questions and/or concerns to Richard Benavidez or Kristina Kendricks-Clark.
Adjournment	The meeting adjourned at 12:00 PM Next meeting: May 24th, 2023