

HIV HEALTH SERVICES PLANNING COUNCIL Executive Committee

Meeting Minutes

September 8, 2016, 3 p.m. to 5 p.m.

Meeting Location:

Cares Community Health
1500 21st Street, Sacramento, CA 95811
Conference Room D

Facilitator: Susan Farrington - Chair

Scribe: Paula Gammell, Staff

Council Member Attendees:

Susan Farrington – Chair, Vacant – HHSPC Vice-Chair, Mark Underwood - ACC/PAC Chair, Gail Brosnan – Prevention Chair, Kane Ortega – AdAC Chair, Adrienne Rogers - Fiscal Agent, Mahara Leong – QAC/NAC Chair,

Members Excused: Michael Ungeheuer – Governance Chair

Guests: None

Topic	Minutes
Welcome, Introductions and Announcements	The Council has coordinated with Gilead to host a community forum, HIV and the Latino Community on October 19 th , at 6 p.m. The event will be conducted in Spanish.
Agenda Review* Minutes Review*	Agenda. Motion to adopt the Agenda was made by Gail Brosnan with a second by Mahara Leong. The motion was approved unanimously. Minutes of July 2016: Motion to approve the Minutes with corrections was made by Kane Ortega with a second by Mark Underwood. Motion approved unanimously.
Planning Council: Vice Chair Vacancy Reflectiveness Update 8.30.16	With the resignation of Angelita Rivera from the Council, the Vice Chair position become vacant. The seat is regularly scheduled for re-appointment in December. The Executive Committee decided to announce the vacancy at the September Council meeting but hold the voting until the December meeting due to the timeframe. A copy of the Reflectiveness Update submitted to HRSA on August 30 was presented.
Fiscal Agent: Integrated Plan	The State is preparing to release a draft of the Integrated Plan for public comment. All mandatory sections of the plan will be complete and submitted in the required timeframe. However, the State intends on submitting several additional briefs which have been deemed relevant to the overall plan, but not required.
Committee Updates: FY15 Year-End AdAC Findings*	<p>Administrative Assessment Committee (AdAC): Kane Ortega informed that AdAC will meet in November to review the Fiscal Agent’s FY16 mid-year progress.</p> <p>Affected Communities Committee (ACC): Mark Underwood reported that ACC did not meet in September due to the Labor Day holiday but will be meeting in October.</p> <p>Priorities and Allocations Committee (PAC): Mark Underwood reported that PAC will be meeting on Monday, September 12th to review FY16 Reallocation. Adrienne Rogers advised that supplemental funding is available from State Part B funding. A request for additional funding for approximately \$2.3 million dollars was submitted requesting additional funds to be used for transportation services; nutritional services; Residential Substance Abuse services; a housing</p>

Topic	Minutes
FY16 Needs Assessment Survey Tool*	<p>program; and a half-time transportation coordinator position. The Fiscal Agent anticipates a response from the State by Friday, September 16th. The PAC will be bringing reallocation recommendations to the September Council meeting.</p> <p>Needs Assessment Committee (NAC): Staff presented the FY16 Needs Assessment Survey Tool. The Executive Committee previously approved the survey tool but the matter was tabled at the June Council meeting due to the uncertainty of the State's Needs Assessment and the possible need for additional Prevention-related questions in the survey tool. Further discussion determined that if a high-risk negative Prevention related survey is needed, a separate survey will be created and administered separately from the existing survey for individuals living with HIV/AIDS.</p> <p>Prevention Committee: Gail Brosnan reported that the Committee did not meet.</p> <p>Quality Advisory Committee (QAC): Staff reported that the Quality Advisory Committee did not meet. Two standards are still awaiting review of the Governance Committee.</p>
Set September 2016 HHSPC Agenda*	<p>A draft of the September 2016 HIV Health Services Planning Council agenda was presented. Motion to approve the agenda as presented was made by Mark Underwood with a second by Mahara Leong. Discussion determined a couple of changes to the agenda. Motion to approve the amended agenda was made by Mark Underwood with a second by Mahara Leong. Motion was approved unanimously.</p>
Adjournment	Next meeting: October 13, 2016