

## **HIV HEALTH SERVICES PLANNING COUNCIL – Needs Assessment Committee (NAC)**

### **Meeting Minutes**

April 4, 2017, 3:00 p.m. to 4:30 p.m.

#### **Meeting Location:**

Sacramento County Primary Care Center  
4600 Broadway, Conference Room 2020  
Sacramento, CA

**Facilitator:** Mahara Leong - Chair

**Scribe:** Paula Gammell, Council Staff

#### **Committee Member Attendees:**

- Mahara Leong – Chair and Gail Brosnan

**Members Excused:** Kane Ortega

**Guests:** N/A

Topic	Minutes
Welcome, Introductions and Announcements	<p>Members were welcomed to the meeting by the Chair.</p> <p>Council Staff has coordinated with Keith Waltrip, of Gilead Sciences, to host <i>The Evolution of HIV</i> on May 18, 2017.</p> <p>The NorCal AIDS Cycle organization has canceled its BBQ fundraiser due to low tickets sales. They are the beneficiary of the Drag Queen Bingo on Thursday, April 6, 2017.</p>
Agenda*	<p>Motion to approve the Agenda by Gail Brosnan; Second by Mahara Leong. Motion was approved unanimously.</p>
Minutes*	<p>Motion to approve the February 2017 Minutes was made by Gail Brosnan; Second by Mahara Leong. Motion approved unanimously.</p>
FY17 Needs Assessment Survey Update	<p>Staff advised that there have been approximately 85 surveys completed to date. Two individuals took the survey twice. RX Staffing will be conducting approximately 20 surveys for NAC and has many more clients that can participate however Council Staff has to ensure clients from the rural counties are included in the survey process. There is a survey session scheduled at Kaiser in April as well.</p>
FY17 Work Plan*	<p>The Committee reviewed the draft FY17 Work Plan and noted a font change. Motion to approve the FY17 NAC Work Plan was made by Gail Brosnan; Second by Mahara Leong. Motion approved unanimously with a font correction.</p>
NAC01*	<p>The Committee reviewed NAC01 and noted a font change. Motion to approve NAC01 was made by Gail Brosnan; Second by Mahara Leong. Motion approved unanimously with a font correction.</p>
Public Comments	<p>N/A</p>
Adjournment	<p>Next meeting: May 2, 2017</p>