

HIV HEALTH SERVICES PLANNING COUNCIL

Meeting Minutes

June 28, 2017

10:00 a.m. to 12:00 p.m.

Meeting Location: Primary Care Center

4600 Broadway, Sacramento, CA 95817

Conference Room 2020

Facilitator: Susan Farrington, Chair

Scribe: Paula Gammell, Council Staff

Council Member Attendees: Adrienne Rogers, Chelle Gossett, Chioko Grevious, Erika Navarro, Judy Vang, Kevin Johnson, Kristina Kendricks-Clark, Mark Underwood, Dr. Melody Law, Michael Ungeheuer, Rachel Alvarez, Richard Benavidez, Rick Myers, and Susan Farrington

Members Excused: Brad Satterwhite, Gail Brosnan, Kane Ortega, Mahara Leong, and Tracy Jenkins

Members Absent: Ernesto Sanchez

Guests: Jed Dahlen and Mike Blain - Union Gospel Mission, Bridget Tygh - Theratechnologies, Rashida Green-Daniel - RX Staffing, and Andrew Henkin - Harm Reduction Services, Becky Gonzalez – ViiV Healthcare, Jake Davis – Council Applicant, Cherisse Kemp – State Office of AIDS, AIDS Drug Assistance Program

Topic	Minutes
Welcome, Introductions and Announcements	Erika Navarro advised that Sunburst Projects is still accepting applications for the One Love Conference which will be held at UC Davis from July 14 – 17, 2017. The conference is designed for, and led by, young people aged 18 - 24 years living with HIV/AIDS.
Agenda and Minutes Review*	<p>Motion to adopt the Agenda as presented was made by Mark Underwood with a second by Richard Benavidez. The agenda was approved with one abstention.</p> <p>Minutes of May 2017: Motion to approve the Minutes of March 2017 was made by Michael Ungeheuer with a second by Mark Underwood. Discussion noted several corrections. Mark Underwood amended the motion to approve the Minutes with the corrections noted. Amended motion was seconded by Richard Benavidez and approved with one abstention.</p>
Presentation: Union Gospel Mission	<p>Jed Dahlen and Mike Blain of Union Gospel Mission provided an overview of services at their agency.</p> <p>Union Gospel Mission (UGM) provides various services for the Homeless in Sacramento including but not limited to, shelter, clothing, drug rehabilitation, showers, and food. UGM has 60 beds for men needing shelter however there are no accommodations for extremely ill individuals. Individuals must be able to walk unassisted up and down the stairs to the bed location. Bed stays are limited to seven days in a row and then must be vacated and re-requested in attempt to provide shelter for the greatest number of individuals possible. Clothing exchange and showers are available twice daily, six days a week. Homeless are required to attend Chapel Services beginning at 7:30 nightly followed by dinner at 8:30 p.m. Food Boxes are distributed Tuesday and Thursday from 1 – 2 p.m. with proof of residence and identification; however they must be requested a day in advance.</p> <p>UGM has a nine-month in-house 24-bed drug rehabilitation program. Program privileges are based on a phased program. More privileges are earned as you progress through the various phases. All participants must shower before bedtime and lights are turned off at 10 p.m. Participants must also select a religious congregation in order to complete the program.</p> <p>Unfortunately there is no shelter or substance abuse program for women at this time.</p> <p>UGM is in need of donations of clothes, blankets and personal hygiene items.</p>

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Union Gospel Mission Continued:	<p>Services and hours include:</p> <p>CHAPEL SERVICES: Nightly at 7:30 PM</p> <p>DINNER: Nightly 8:30 PM, must attend Chapel Service</p> <p>SUNDAY: Chapel 11 AM, Lunch 12 PM Chapel 7:30 PM, Dinner 8:30 PM</p> <p>MEN’S SHOWERS: Mon-Thurs 9-11 AM, 1-2:45 PM Fri & Sat 9 - 11 AM. Sundays & Holidays Closed.</p> <p>MEN’S SHELTER: Signups 5:30 PM</p> <p>HAIRCUTS: Wed 10-11 AM/1-2:45 PM; Mon’s bi-weekly</p> <p>MAILROOM: For men & women. Mon - Thurs 9 - 11 AM, 1 - 2:45 PM. Friday 9 - 11 AM only.</p> <p>LOCKERS: Fee \$4.00 week / \$16.00 month</p> <p>FOOD BOXES: Tues & Thurs.1-2 PM. Call at least one day before. Must have proof of residence and ID.</p> <p>WOMEN’S CLOTHING CLOSET: Thursdays 9:30 AM-12 PM with Bible Study held the 1st 1/2 hr. No late arrivals.</p> <p>REHAB. PROGRAM: Free 9 Month in-house. Must interview Mon - Thurs 10 - 11 AM or 1 - 2:45 PM.</p> <p>WINTER SHELTER: Nov - March, 10 PM - 5 AM.</p>
Office of AIDS (OA) Update June 2017 Update	A copy of the Office of AIDS Update was included in the mailed documents. Cherisse Kemp and Chioko Grevious provided an overview of the update.
<u>Fiscal Agent Reports</u> FY16 Annual Progress Report FY17 Funding Update	<p>Copies of the FY16 Annual Report were provided to Council Members. The documentation is also on the Council’s website. The Fiscal Agent, Adrienne Rogers, advised that a copy of the FY16 Year-End Annual Report was submitted ahead of time to HRSA. Unfortunately, additional expenses were accrued after the report was submitted and our Project Officer at HRSA was on vacation and we were unable to re-submit the documentation at that time. It has now been resubmitted as corrected.</p> <p>The TGA has received its FY17 funding notice from HRSA. The Fiscal Agent provided a four-year funding comparison to the Council. The FY17 Part A is \$3,366,021 which is \$5,957 higher than the prior fiscal year.</p>

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FY16 Grant Application Objective Review	The Fiscal Agent also presented a copy of the FY16 Grant Application Objective Review. The application received a score of 98 with no weaknesses noted.
<p data-bbox="92 402 359 435">Committee Updates</p> <p data-bbox="92 995 558 1027">FY17 and FY18 Service Priorities*</p> <p data-bbox="92 1325 543 1357">FY18 Grant Application Request*</p>	<p data-bbox="657 402 1976 472">1) Administrative Assessment Committee (AdAC): The Committee will meet on November 3, 2017 to conduct the 1st and 2nd Quarter FY17 Assessment.</p> <p data-bbox="657 521 1940 626">2) Affected Communities Committee (ACC): Mark Underwood, Chair: ACC met in June and reviewed the training and outreach calendars and the ACC Outreach Brochure. The Committee’s next outreach event will be Recovery Happens in September.</p> <p data-bbox="705 662 1969 768">Mark Underwood identified the changes to the ACC Outreach Brochure and made a motion to approve the ACC Outreach Brochure as presented. Michael Ungeheuer seconded the motion which was approved with one abstention.</p> <p data-bbox="657 813 1734 846">3) Governance: Michael Ungeheuer advised that Governance did not meet in June.</p> <p data-bbox="657 881 1982 951">4) Priorities and Allocations Committee (PAC): Mark Underwood, Chair, reported they met in June and discussed both FY17 and FY18 Priorities and the FY18 Grant Application Request.</p> <p data-bbox="705 992 1997 1276">Due to changes by HRSA incorporating Pediatric Treatment Adherence into the Medical Case Management category and the TGA’s additional funding for Housing services, the Service Priorities for FY17 needed to be re-addressed and ranked. Pediatric Treatment Adherence had previously been Service Priority 10 but is now included in Medical Case Management. After discussion, PAC members agreed to re-rank Housing as Service Priority 10, removing it from the Emergency Financial Assistance Category which included Other Critical Need. PAC agreed to use the approved FY17 Service Priorities for FY18 as well. Motion to approve the Service Priorities as presented was made by Mark Underwood with a second by Ricky Myers and approved.</p> <p data-bbox="705 1320 1997 1425">In considering the grant application request for FY18, the Priorities and Allocations Committee took into account the \$494,000 in lost Part B carryover funds which are being re-directed to ADAP to pay for medical co-pays and PrEP. The Committee reviewed the services facing reductions and requested</p>

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<p>FY17 Prevention Work Plan*</p> <p>OPTIONS Update*</p> <p>HIV Resources Palm Card Update*</p>	<p>additional Part A funds to cover those reductions. Additionally, the Committee requested a 5% cost of living increase for all categories. Motion to approve the grant application request of \$4,500,237 was made by Mark Underwood with a second by Kevin Johnson and approved.</p> <p>5) Needs Assessment Committee (NAC): The Committee did not meet; however Needs Assessment Surveys continue to be conducted by Rashida Green with clients at RX Staffing. Mahara Leong has also been conducting surveys at Open Arms. Council Staff conducted a survey session in Placer County but will be scheduling session in El Dorado County as well.</p> <p>6) Prevention Committee (PC): Gail Brosnan stated that the Prevention Committee met and reviewed the Prevention Work Plan, OPTIONS Resource Guide and HIV Resources Palm Card.</p> <p>A copy of the Prevention Work Plan was presented for review which included a PrEP outreach event at the Sacramento Rainbow Fest in September. It is the Committee’s intent to staff a table adjacent to the HIV Testing van to discuss PrEP with attendees. Motion to approve the Prevention Work plan was made by Mark Underwood with a second by Richard Benavidez and approved.</p> <p>A copy of the updated OPTIONS Guide was presented for review. Several changes were made throughout the document. Motion to approve the OPTIONS Guide as presented was made by Rick Myers with a second by Mark Underwood and approved.</p> <p>A copy of the HIV Resources Palm Card was presented for review. There are two changes that will be made to the Palm Card for the next printing. Maap is no longer in existence and will be removed from the card. Additionally, the name has changed from Sacramento County Partner Counseling and Referral Services to Sacramento County Partner Services. As there are still a significant number of printed copies, these changes will be made at the time of the next printing. Until then, a black line will be drawn through Maap’s information. Motion to approve the Palm Card as presented was made by Mark Underwood with a second by Rick Myers and approved.</p>

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<p>FY17 QAC Work Plan*</p> <p>SSC19 Outreach Services*</p>	<p>7) Quality Advisory Committee (QAC): The Quality Advisory Committee met and reviewed their Work Plan and Service Standard 19 - Outreach Services.</p> <p>A copy of the FY17 QAC Work Plan was presented for review. The Work Plan was updated to incorporate goals and objectives from the TGA's Quality Management Plan. Motion to approve the QAC Work Plan was made by Rachel Alvarez with a second by Mark Underwood and approved.</p> <p>Service Standard 19 was presented for Council review. Item 5 on page 3 of 3 had two significant changes. The wording was updated to clarify that clients have a right to request a review of service denials from the agency that denied the service. Also, reference to the Planning Council's Client Advocacy Program was deleted as the program no longer exists. Motion to approve Service Standard 19 was made by Mark Underwood with a second by Rick Myers and approved.</p>
<p>Technical Assistance Needs</p>	<p>Susan Farrington requested that anyone in need of technical assistance contact her, the Fiscal Agent or Council Staff directly.</p>
<p>Public Comments</p>	<p>Susan Farrington noted that ACC, Prevention, QAC, NAC and PAC are not meeting in July. Discussion determined there is no pressing business requiring the Executive Committee or Council to meet in July either. Motion to cancel the Executive Committee and Council meetings was made by Mark Underwood with a second by Rick Myers and approved.</p>
<p>Adjournment</p>	<p>Next meeting: August 23, 2017.</p>