

HIV HEALTH SERVICES PLANNING COUNCIL

Meeting Minutes

February 28, 2018

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

Meeting Location: Primary Care Center

4600 Broadway, Sacramento, CA 95820

Conference Room 2020

Facilitator: Susan Farrington, Chair

Scribe: Paula Gammell

Council Member Attendees: Adrienne Rogers, Andrew Henkin, Brad Satterwhite, Chelle Gossett, Erika Navarro, Gail Brosnan, Jake Davis, Kevin Johnson, Mahara Leong, Mark Underwood, Rachel Alvarez, Richard Benavidez, Rick Myers, Susan Farrington and Tracy Jenkins

Members Excused: Bobby Villasenor; Judy Vang, Kane Ortega, Kristina Kendricks-Clark, Dr. Melody Law, and Michael Ungeheuer

Members Absent: Chioko Grevious and Ernesto Sanchez

Guests: Sharisse Kemp – State Office of AIDS - AIDS Drug Assistance Program; Gloria Gaytan, Becky Gonzalez – ViiV Healthcare, Ronnie Miranda, Spade Ransom – Golden Rule Services.

Topic	Minutes
<p>Welcome, Introductions and Announcements</p>	<p>Erika Navarro advised that Sunburst Projects is hosting an event on March 9, 2018 in recognition of Women and Girls HIV/AIDS Awareness Day. The event will be from 12 – 1:30 p.m. at the Primary Care Center, Conference Room 2020, in Sacramento.</p> <p>Council Staff advised members that their Form 700's are due by April 1, 2018. Staff had hard copies of the Form 700 for members to complete and submit.</p> <p>The AB1234 Ethics training may need to be updated by some members. Council Staff will contact the Clerk of the Board to determine if another classroom session will be available soon.</p> <p>Council Staff is broadcasting the Planning CHATT webinar on <i>Building Strong Planning Councils Part 2</i> immediately following today's Planning Council meeting. Anyone interested in attending may do so.</p> <p>Richard Benavidez reported that the NCAC Crab Feed raised over \$41,000.</p> <p>Brad Satterwhite informed that the Sacramento Housing and Redevelopment Agency is moving forward with the <i>Courtyard Inn Redevelopment Transit Oriented Development Project</i>. The Project involves rehabbing the existing Courtyard Inn Motel at Watt and I-80 into affordable apartments including 11 units designated for HOPWA.</p> <p>Council Staff advised that there will be an <i>Understanding PrEP</i> outreach event at the Colonial Heights Library on Tuesday, March 27th from 12 – 2 p.m. RSVP through Harm Reduction Services.</p> <p>On April 26, 2018, from 12 – 2 p.m. at the Primary Care Center, there will be an event on <i>HIV and Healthy Eating</i>.</p> <p>On May 17, 2018, from 12 – 2 p.m. at the Primary Care Center, there will be an event on <i>HIV and Other Sexually Transmitted Infections</i>.</p> <p>Tracy Jenkins advised that he has been referring people for HIV and STD testing and has learned that there is now a cost associated with testing at several agencies. HRS is still providing free HIV testing.</p>

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Agenda and Minutes Review*	<p>Motion to adopt the Agenda as presented was made by Richard Benavidez with a second by Mark Underwood and approved as presented.</p> <p>Minutes of December 2017: Motion to approve the Minutes of December 2017 was made by Mark Underwood with a second by Kevin Johnson. Discussion noted several corrections. Mark Underwood amended his motion to approve the Minutes with the corrections which was seconded by Kevin Johnson and unanimously approved.</p>
Presentation: Safer Alternative thru Networking and Education (SANE)	<p>Rachel Anderson, Executive Director, of Safer Alternatives thru Networking and Education (SANE) presented.</p> <p>The mission at SANE is to provide services and education for people who inject drugs (PWID) which helps them enhance their health and wellness and improve their quality of life, as well as to employ the principles of humanism, harm reduction and respect for human rights and dignity.</p> <p>SANE aims to reduce the harm associated with drug use, focusing on slowing the spread of HIV and hepatitis C and reducing the number of serious outcomes of overdoses and abscesses (skin and soft tissue infections [SSTI]). SANE works from an asset-based, wellness model and is committed to the health, quality of life, and human rights of PWID in the community.</p> <p>SANE's services include a syringe access program, overdose prevention, SSTI program, satellite syringe exchange program and a women's only space. SANE also has an herbalist on site and offers free yoga classes. In the near future, they intend on opening an Opioid Alternative program.</p>
Office of AIDS (OA) Update February 2018	<p>Sharisse Kemp presented the State Office of AIDS' February 2018 update to the Council. Cynthia Reed-Aguayo with the State Office of AIDS was connected via telephone.</p>
<u>Fiscal Agent Reports</u> FY17 December Monthly Report*	<p>A copy of the FY17 December Monthly Report was presented for discussion. Motion to approve the Monthly Report was made by Mark Underwood with a second by Richard Benavidez. The Fiscal Agent noted that the report does not include invoices from two providers, one of which will have substantial invoices to be processed. The Monthly Report was approved as presented.</p>

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Ryan White RFP Update	<p>The Fiscal Agent is working on the Request For Proposals (RFP). Initially a Letter of Intent is being released for services in Placer County for July 1, 2018 through February 28, 2019. An RFP for HIV services in Sacramento County and Letters of Intent (LOI) for Pediatric HIV services and HIV services in the Counties of Placer, El Dorado and Yolo will be released in the near future with a start date for services of March 1, 2019 and running through February 28, 2022.</p>
FY17 3 rd Quarter Fiscal Agent Report	<p>A copy of the FY17 3rd Quarter Fiscal Agent Report was distributed at the meeting. Most notably, the TGA experienced a 40% decrease in new (never been served) clients in the TGA compared to the same reporting period the prior year.</p>
<p>Committee Updates TA Letter to HRSA</p> <p>Acronyms Update*</p> <p>ACC Brochure Update* Council Brochure Update* HHSPC Recruitment Flyer*</p>	<p>1) Executive Committee (Exec): Susan Farrington advised that a Technical Assistance (TA) Letter to HRSA was submitted regarding Reflectiveness requirements and aligned consumers. A TA conference call was conducted and HRSA deferred to the legislation which states that a consumer is considered “aligned” if they are employed by or a Board Member of a Ryan White funded service provider.</p> <p>The Executive Committee also reviewed and presented an updated Acronyms List for approval. Motion to approve the update Acronyms List was made by Gail Brosnan with a second by Mark Underwood and approved with one abstention.</p> <p>2) Administrative Assessment Committee (AdAC): Kevin Johnson, Chair, indicated that the Committee did not meet in February.</p> <p>3) Affected Communities Committee (ACC): Mark Underwood, Chair: ACC met in February. Mark informed that the Council’s Reflectiveness has increased to 26.1% and efforts are continuing to recruit new Affected/Underserved members. Additionally, a new applicant was interviewed prior to the meeting and is being forwarded for approval by the Public Health Advisory Board. This applicant will increase the Council’s Reflectiveness as well.</p> <p>ACC reviewed the ACC Brochure, Council Brochure and Recruitment Flyer. Changes included updating the name from Cares Community Health to One Community Health on the Council Brochure and updating the time of the ACC meeting on both the ACC Brochure and Recruitment Flyer. The ACC Brochure also had some wording changes under the Desired Experience of Members to reduce redundancy. The Recruitment Flyer also had wording changes to eliminate a reference to funding for specific years which would require the</p>

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<p>FY18 ACC Work Plan*</p> <p>FY18 ACC Overview*</p>	<p>document to be updated regularly. Motion to approve the three documents was made by Mark Underwood with a second by Jake Davis and approved with one abstention.</p> <p>A copy of the FY18 ACC Work Plan was presented for approval. The Committee added recurring outreach events to the calendar. Motion to approve the Work Plan as presented was made by Mark Underwood with a second by Kevin Johnson and approved with one abstention.</p> <p>A copy of the ACC Overview was presented for approval. The only change to the document was the time of the meeting. Motion to approve the Overview as presented was made by Mark Underwood with a second by Rick Myers and approved with one abstention.</p> <p>4) Governance: The Committee did not meet but is in the process of reviewing the Council’s Code of Conduct.</p> <p>5) Priorities and Allocations Committee (PAC): Mark Underwood, Chair, indicated that the Committee did not meet in February but will be meeting in March, 2018.</p> <p>6) Prevention Committee (PC): Gail Brosnan stated that the Prevention Committee did not meet but will be meeting in March, 2018.</p> <p>7) Needs Assessment Committee (NAC): Mahara Leong advised that the Committee did not meet. The Needs Assessment Surveys have concluded and have been entered into the database. The necessary reports to analyze the data are being developed.</p> <p>8) Quality Advisory Committee (QAC): The Quality Advisory Committee did not meet in February but will be meeting in March, 2018. However, responses from the Service Postcard Survey have been received and are being entered into the database.</p>
<p>Planning Council Self-Assessment</p>	<p>Council Staff requested members submit their Council Self-Assessments.</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>

Topic	Minutes
Public Comments	None.
Adjournment	Next meeting: March 28, 2018.