

**Sacramento County  
 Department of Health and Human Services  
 HIV Health Services Planning Council – Affected Communities Committee**

**Meeting Minutes**

March 6, 2018, 3:00 – 4:00 p.m.

**Meeting Location:**

Sacramento Native American Health Center  
 2020 J St., 3<sup>rd</sup> Floor Conference Room  
 Sacramento, CA 95811

**Facilitator:** Mark Underwood – Chair

**Scribe:** Paula Gammell - Staff

**Meeting Attendees:** Mark Underwood – ACC Chair, Bobby Villasenor, Richard Benavidez, Kane Ortega, Rachel Alvarez, and Rick Myers

**Members Excused:** N/A

**Members Absent:** None

**Guests:**

Topic	Minutes
Welcome, Introductions and Announcements	Welcome and Introductions  Announcements: Sunburst Projects is hosting an event for Women and Girls HIV/AIDS Awareness Day on Friday, March 9, 2018, at the Primary Care Center, Conference Room 2020, in Sacramento. The event will include a video presentation and light refreshments. It will be held from 12 – 1:30 p.m.

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	<p>On March 27, 2018, there is a PrEP Outreach event which has been coordinated by Harm Reduction Services, the Planning Council and Gilead Sciences. It will be held from 12 – 2 p.m. at the Colonial Heights Library.</p> <p>On April 26, 2018, there is an educational presentation on <i>HIV and Healthy Eating</i> hosted by the HIV Health Services Planning Council in conjunction with ViiV Healthcare. The event will be held at the Primary Care Center, Conference Room 2020, in Sacramento, from 12 – 2 p.m.</p> <p>On May 17, 2018, there is an educational presentation on <i>HIV and Other STI's</i> hosted by the HIV Health Services Planning Council in conjunction with Gilead Sciences. The event will be held at the Primary Care Center, Conference Room 2020, in Sacramento, from 12 – 2 p.m.</p> <p>Mark Underwood will be attending the All Titles Conference in December on behalf of Susan Farrington.</p> <p>The CAEAR Coalition is hosting a Planning Council conference call on the Ryan White HIV/AIDS Program on Tuesday, March 13, 2018. Mark Underwood will be participating in the call, as well as, Council Staff. Anyone interested may participate.</p> <p>Council Staff broadcasted two Planning Council related webinars in the past two weeks. There are going to be two upcoming webinars if members are interested in participating. In early Spring, there will be a webinar on Needs Assessments and in the Summer there will be a webinar on Priority Setting and Resource Allocation (PSRA).</p> <p>Rick Myers reports that Harm Reduction Services hosts a free Vet Clinic monthly.</p>
Agenda Review*	Kane Ortega motioned to approve the agenda which was seconded by Rachel Alvarez. The motion was unanimously approved.
Minutes Review*	Richard Benavidez motioned to approve the minutes of February 2018 which was seconded by Bobby Villasenor. Discussion noted several corrections. Richard Benavidez amended his motion to approve the minutes of February 2018 with the corrections noted which was seconded by Bobby Villasenor and was approved with three abstentions.
Spring 2018 Positive Advocate	A draft of the Spring 2018 Positive Advocate was presented. The Committee agreed to have staff include the May Educational event, <i>HIV and Other STI's</i> , on page 2.
Outreach/Event Calendar	The Committee reviewed the Outreach Calendar. The next scheduled ACC Outreach Event is Mind, Body, and Spirit at Sacramento City College. Kane Ortega will take the first shift from 9:30 – 11:30. Richard Benavidez will assist from 11 – 1 p.m. Mark Underwood will take over and close down the event from 12:30 – 2:30 p.m.
Reflectiveness Update	Mark Underwood reported that the Council is presented at 26.1% reflective of the epidemic in relation to seated Planning Council members. One prospective member has been interviewed and is awaiting approval from the Public Health Advisory Board (PHAB).

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	Upon approval from PHAB, the appointment request will be submitted to the County Board of Supervisors.
CY18 Training Calendar	The Committee reviewed the CY18 Training Calendar. Staff will send an invite to the Sacramento Food Bank for the April 2018 Council meeting in the coming weeks.
Public Comments	Committee Members submitted their ACC Self-Assessments.
Adjournment	Meeting adjourned at 4:10 p.m.