

## **HIV HEALTH SERVICES PLANNING COUNCIL – Priorities and Allocation Committee (PAC)**

### **Meeting Minutes**

March 12, 2018, 10:00 a.m. to 12:00 p.m.

#### **Meeting Location:**

Primary Care Center

4600 Broadway, Conference Room 2020

Sacramento, CA 95820

**Facilitator:** Mark Underwood - Chair

**Scribe:** Paula Gammell, Council Staff

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

Mark Underwood - Chair, Adrienne Rogers (Ex-Officio), Chelle Gossett, Susan Farrington, Tami Emslie, Erika Navarro, Liane Bruckstein

**Members Excused:** N/A

**Members Absent:** Tracy Jenkins, Kane Ortega

**Guests:** N/A

Topic	Minutes
Welcome, Introductions and Announcements	<p>A Welcome</p> <p>B Announcements:</p> <p>Sunburst Projects hosted an event for Women and Girls HIV/AIDS Awareness Day on Friday, March 9, 2018. The event included a video presentation and light refreshments.</p> <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>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>
Agenda and Minutes	<p>A The Agenda was presented for review by Mark Underwood. Susan Farrington motioned to approve the Agenda as presented which was seconded by Chelle Gossett and unanimously approved.</p> <p>B Motion to approve the Minutes of June 2017 was made by Susan Farrington with a second by Tami Emslie. Motion was approved with two abstentions.</p>
Point of Order	<p>Per PAC01, seated members must have attended one of the prior two meetings to vote during an allocation. As today's meeting is not addressing allocations, the rule is suspended.</p>
PAC Overview*	<p>A copy of the PAC Overview was presented for review. No changes were made to the document. Motion to approve the PAC Overview as presented was made by Erika Navarro with a second by Liane Bruckstein and was unanimously approved.</p>

<b>Topic</b>	<b>Minutes</b>
FY18 PAC Work Plan*	A copy of the draft FY18 PAC Work Plan was presented for review. FY19 Priorities and Allocation activities have been moved up on the calendar to accommodate the early release of the Part A Guidance by HRSA. Adrienne Rogers noted one correction. Motion to approve the corrected FY19 PAC Work Plan was made by Susan Farrington with a second by Chelle Gossett and was unanimously approved.
FY18 Service Directives*	A copy of the FY18 Service Directives was presented for review. Discussion included whether or not the Committee wished to change the Housing Directive criteria to permit rent subsidy assistance more than once per fiscal year. The Committee chose to maintain the once a year decision as the Fiscal Agent can authorize additional assistance if deemed appropriate. Motion to approve the FY18 Service Directives was made by Erika Navarro with a second by Tami Emslie and was approved unanimously.
FY18 General Directives*	A draft of the FY18 General Directives was presented for review. Chelle Gossett recommended replacing the various specific fiscal years with terminology of “ <i>the current fiscal year</i> ” or “ <i>the prior fiscal year</i> ” to streamline the document for changes in the future. Motion to approve the FY18 General Directives with the wordsmith changes was made by Tami Emslie with a second by Erika Navarro and was unanimously approved.
Technical Assistance	Mark Underwood advised members that if they are in need of technical assistance that members can reach out to the Chair, Fiscal Agent or Council Staff for assistance.
Public Comments	<p>Adrienne Rogers informed that HRSA has requested the TGA have some Universal Service Standards. Once drafted and approved by the Quality Advisory Committee, and adopted by the HIV Health Services Planning Council, the Priorities and Allocations Committee may revisit the FY18 Service Directives and/or General Directives to include a statement regarding the newly adopted Universal Standards.</p> <p>Chelle Gossett informed that One Community Health has only received a 1/3 partial funding award from HRSA for Part C.</p> <p>Adrienne Rogers reported that the HRSA Part A Grant Award is also coming in three separate funding awards due to the lack of a federal budget.</p>
Adjournment	10:42 a.m.