

HIV HEALTH SERVICES PLANNING COUNCIL

Meeting Minutes

December 19, 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, Council Chair

Scribe: Paula Gammell

Council Member Attendees: Adrienne Rogers, Chelle Gossett, Gail Brosnan, Jackie Martinez-Juarez, Jeffrey Jemmott, Judy Vang, Kane Ortega, Kristina Kendricks-Clark, Linda Ryan, Mike Gagnon, Mike Wofford, Richard Benavidez, Rick Myers, Susan Farrington

Council Members via Teleconference: None

Members Excused: Mahara Leong, Melody Law, Michael Ungeheuer, and Rachel Alvarez

Members Absent: Chioko Grevious, Kevin Johnson, Lorraine Lee, and Tracy Jenkins

Guests: Alexis Daily from the Sacramento LGBT Community Center

Topic	Minutes
Welcome, Introductions and Announcements	<p>There is an upcoming education program on Thursday, February 7, 2019, from 5:30 – 7:30 p.m. at the UC Davis Cancer Center Auditorium. The event will be on the <i>HIV in the Black Community</i>.</p> <p>Gail Brosnan advised that the HIV/STD Prevention Unit, as well as the Ryan White CARE Program and HIV/STD Surveillance Unit have relocated to 9616 Micron Avenue, Suite 930, Sacramento, CA 95827.</p> <p>Richard Benavidez advised that the Feast of Love Crab Feed Fundraiser for the Nor Cal AIDS Cycle is being held on February 9, 2019, at Turn Verein, 3349 J St., Sacramento, CA from 5 p.m. to 10 p.m. Tickets are \$55 in advance or \$60 at the door.</p>
Agenda and Minutes Review*	<p>Gail Brosnan motioned to approve the Agenda as presented. The motion was seconded by Kane Ortega and approved as presented.</p> <p>Richard Benavidez motioned to approve the Minutes of the October 2018 meeting which was seconded by Kane Ortega. Discussion noted two corrections to the Minutes. Richard Benavidez amended his motion to approve the Minutes with the corrections noted. Kane Ortega seconded the amended motion which was approved as discussed.</p>
Council Recognition Event	<p>Susan Farrington presented Certificates of Appreciation for several members whose terms were expiring in December 2018. These members included Mahara Leong, Adrienne Rogers, Ricky Myers, Richard Benavidez, Jacque Martinez-Juarez and Michael Ungeheuer, all of whom have been reappointed to the Planning Council for another three-year term. All Council Members received a Portable Power Bank Charger in appreciation for their volunteer service on the HIV Health Services Planning Council.</p>
Council Officer Elections*	<p>Due to a recent change in membership, the Vice Chair position, term scheduled through December 2019, is vacant. Additionally, the Chair's term is expiring December 2018. Therefore, both Officer positions were open for nominations. Kristina Kendricks-Clark was nominated for Chair while Richard Benavidez was nominated for Vice Chair. A vote was conducted and both were appointed.</p>
Presentation: Sacramento Housing and Redevelopment Agency (SHRA)	<p>Jackie Martinez-Juarez provided an overview the various housing programs managed by the Sacramento Housing and Redevelopment Agency (SHRA). Programs include</p> <ul style="list-style-type: none"> • Short-Term Rent, Mortgage and Utility Assistance (STRMU) – A time-limited, housing subsidy assistance designed to prevent homelessness and increase housing stability.

Topic	Minutes
	<ul style="list-style-type: none"> • Tenant-Based Rental Assistance (TBRA) - a rental subsidy program similar to the Housing Choice Voucher program that grantees can provide to help low-income households access affordable housing. The TBRA voucher is not tied to a specific unit, so tenants may move to a different unit without losing their assistance, subject to individual program rules • Affordable Housing Projects – investing public funds in construction and rehabilitation projects, as well as home buyer assistance programs • Public Housing Program – provides affordable housing units which are owned and maintained by the Housing Authority • Housing Choice Vouchers – a rental assistance program which makes housing assistance payments for eligible participants to housing units where landlords are approved for and accept the vouchers.
Office of AIDS (OA) Update December 2018	Council Staff did not receive a copy of the December OA Update in time for the Council meeting; therefore, there was not a copy available. Chioko Grevious, with the State Office of AIDS, was not present to provide a verbal report.
Report Backs: <ul style="list-style-type: none"> • Bio-Medical Prevention Summit • National Ryan White CARE and Treatment Conference 	Susan Farrington advised that the <i>Bio-Medical Prevention Summit</i> provided updates on Injectable HIV medications and Gender Health issues. AIDS United was supportive of the Undetectable = Untransmittable (U=U) language as a means to reduce the rate of transmission of HIV. <p>Adrienne Rogers advised that opening plenary session of the National Ryan White Care and Treatment Conference included presentations by:</p> <ul style="list-style-type: none"> • Alex Azar, United States Secretary of Health and Human Services • Laura Cheever, an Associate Administrator of the HIV/AIDS Bureau at the Health Resources and Services Administration (HRSA) • George Sigounas, Administrator for the U.S. Department of Health and Human Services' Health Resources and Services Administration • Dr. Anthony Fauci - Director of the National Institute for Allergy and Infectious Disease <p>Discussion included trying to reduce the administrative burden of the annual grant application process as Recipients have become adept at writing the annual application. Also under consideration is a “pay for performance” schedule based on performance outcomes.</p>

Topic	Minutes
<p data-bbox="100 233 491 347"><u>Fiscal Agent Reports</u> FY18 October Monthly Fiscal Report*</p> <p data-bbox="100 456 264 488">RFP Update</p> <p data-bbox="100 639 554 672">Policy Clarification Notices (PCN)</p> <p data-bbox="100 786 254 818">PCN 15-02</p> <p data-bbox="100 859 254 891">PCN 16-02</p> <p data-bbox="100 932 254 964">PCN 18-02</p>	<p data-bbox="602 228 1997 407">A copy of the October 2018 Monthly Fiscal Agent Report was presented. The Fiscal Agent advised that there are numerous outstanding invoices for October 2018. Current overall expenditures should be at 66.7%; however they are presently at 58.24% due to the outstanding invoices. Motion to approve the October 2018 Monthly Fiscal Agent Report as presented was made by Ricky Myers with a second by Kristina Kendricks-Clark and was unanimously approved.</p> <p data-bbox="602 448 1988 586">The Ryan White Request for Proposals (RFP) has been drafted. However, due to the proposed timeline, the RFP process would not be complete prior the end of the existing contract period, causing a break in services for clients. Therefore, an extension of the existing contracts is being requested. If granted, the RFP will be released in August 2019.</p> <p data-bbox="602 626 1988 732">Adrienne Rogers advised that the United States Health Resources and Services Administration (HRSA), HIV/AIDS Bureau (HAB) released three new Policy Clarification Notices (PCN). The PCNs were provided and should be updated in your Council Policy and Procedures manuals.</p> <ul data-bbox="653 773 1955 992" style="list-style-type: none"> • PCN 15-02 was updated on 11/30/18 to clarify the expectations for clinical quality management programs. • PCN 16-02 replaces PCN 10-02 and defines and provides program guidance for each of the Core Medical and Support Services. • PCN 18-02 replaces PCN 07-04 and provides guidance on Core Medical and Support Services for PLWHA who are incarcerated and/or under community supervision.
<p data-bbox="100 1019 359 1052">Committee Updates</p> <p data-bbox="100 1138 558 1203">FY18 1st and 2nd Quarter Administrative Assessment Results</p>	<p data-bbox="602 1013 1927 1078">Executive Committee: Susan Farrington, Chair, advised that the Executive Committee did not meet in November or December.</p> <p data-bbox="602 1122 1969 1227">Administrative Assessment Committee: Susan Farrington advised that the Committee met on November 9, 2018 and reviewed the Fiscal Agent’s performance for FY18 1st and 2nd Quarter. The Fiscal Agent continues to “meet or exceed” standards.</p> <p data-bbox="602 1268 1986 1373">Affected Communities Committee: Kane Ortega advised that the Council Reflectiveness is now at 22.7%. While the Council has received an Application from a non-aligned consumer, it appears the consumer has obtained employment and is not available to regularly participate on the Council.</p>

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	<p>Governance: Susan Farrington reported that the Governance Committee did not meet.</p> <p>Priorities and Allocations: Susan Farrington advised that the Priorities and Allocations Committee did not meet in November or December and has concluded their work for this fiscal year. The Committee will meet in February to complete its annual Committee Self-Assessment and FY19 Work Plan.</p> <p>Prevention Committee: Council Staff advised that the Prevention Committee did not meet in November December and has concluded their work for this fiscal year. The Committee will meet in February to complete its annual Committee Self-Assessment and FY19 Work Plan.</p> <p>Quality Advisory Committee: Council Staff advised that the Quality Advisory Committee did not meet in November or December. The Committee will meet in February to complete its annual Committee Self-Assessment and FY19 Work Plan and begin work on updating the TGA’s Service Standards to comply with changes to the new State Office of AIDSD Service Standards for Ryan White Part B programs.</p> <p>Needs Assessment Committee: Council Staff advised that the Needs Assessment Committee did not meet in November or December and has concluded their work for this fiscal year. The Committee will meet in February to complete its annual Committee Self-Assessment and FY19 Work Plan. The FY 2018 Needs Assessment Report is going to print and should be available by the next Council meeting.</p>
Binder Updates	Members were provided with an updated Council Roster, dated 12/6/18.
Technical Assistance Needs	If anyone needs Technical Assistance regarding the Planning Council, please contact Adrienne Rogers or Paula Gammell.
Public Comments	As there is no pressing business to conduct, there will be no Council or Committee meetings in January 2019.
Adjournment	Next meeting: February 27, 2019.