

## **HIV HEALTH SERVICES PLANNING COUNCIL Executive Committee**

### **Meeting Minutes**

June 13, 2019, 3 p.m. to 5 p.m.

#### **Meeting Location:**

Sacramento County Health Center

4600 Broadway, Community Room 2020

Sacramento, CA 95823

**Facilitator:** Kristina Kendricks-Clark – Chair

**Scribe:** Paula Gammell, Staff

#### **Council Member Attendees:**

Kristina Kendricks-Clark – Council Chair, Susan Farrington –PAC Chair, Chelle Gossett - Fiscal Agent, Kane Ortega-ACC Chair, Mahara Leong – QAC/NAC Chair

**Via Teleconference:** Gail Brosnan – Prevention Committee Chair, Michael Ungeheuer – Governance Chair, and Richard Benavidez – Council Vice Chair

**Members Excused:** N/A

**Members Absent:** N/A

**Guests:** None



Topic	Minutes
<p>Fiscal Agent: FY19 April 2019 Fiscal Agent Report</p> <p>RFP Update</p>	<p>A copy of the FY19 April Fiscal Agent Report was reviewed by the Committee. The Fiscal Agent advised that there are more invoices being processed for March and April. Susan Farrington motioned to approve the April Fiscal Agent Report with the understanding that an updated copy will be presented at the Planning Council meeting. Motion was seconded by Kane Ortega and unanimously approved.</p> <p>The Fiscal Agent will be releasing a Request for Proposal (RFP) with an anticipated release date of August 2019.</p>
<p>Committee Updates: FY18 AdAC Year-End Findings</p> <p>FY20 Part A Grant Application Request*</p>	<p><b>Administrative Assessment Committee (AdAC):</b> AdAC met and conducted the FY18 year-end assessment. A copy of the Finding was presented to the Committee for review.</p> <p><b>Affected Communities Committee (ACC):</b> Kane Ortega advised that ACC did not meet in June 2019. Council Staff advised that Reflectiveness down to 16.7% due to the resignation of a non-aligned consumer. There are two applicants pending appointment by the Board of Supervisors; one of which is a non-aligned consumer. Council Staff is also in possession of another non-aligned consumer's application and will be reaching out to two additional non-aligned consumers who have expressed interest. The intent is to have the candidates attend the June Planning Council meeting and be interviewed after the meeting.</p> <p><b>Governance:</b> Michael Ungeheuer, Governance Chair, advised that the Committee did not meet.</p> <p><b>Priorities and Allocations Committee (PAC):</b> Susan Farrington advised that PAC met and discussed the FY20 Part A Grant Application Funding Request. In the past two years, the Application Guidance has only permitted the TGA to request a 5% funding increase. The Committee chose to approve a 5% funding increase scenario across all categories. Motion to approve the 5% funding increase across all categories was made by Susan Farrington with a second by Kristina Kendricks-Clark and approved with one abstention.</p> <p><b>Prevention Committee:</b> Gail Brosnan, Chair, advised that the Committee met and provided an</p>

Topic	Minutes
	<p>overview of the Early Identification of Individuals with HIV/AIDS (EIIHA) Plan. The Committee will review the EIIHA Plan after the CY18 epidemiological data is available.</p> <p><b>Quality Advisory Committee (QAC):</b> Council Staff advised that QAC did not meet as we are awaiting the release of the State Office of AIDS' Service Standards to compare them against the TGA's for possible revisions.</p> <p><b>Needs Assessment Committee:</b> Council Staff is presently working on updates to the Needs Assessment Survey Tool due to data collection/extraction concerns upon completion of the last Needs Assessment. A copy of the changes was presented to the Needs Assessment Committee. Council Staff is still researching changes to the Barriers section of the survey tool.</p>
Set June 2019 HHSPC Agenda*	<p>A draft of the June 2019 Planning Council Agenda was presented. Motion to approve the Council Agenda as presented was made by Susan Farrington with a second by Mahara Leong and was unanimously approved.</p> <p>Discussion included the July meeting schedule. There are no committees scheduled to meet in July and the Sacramento County Health Center will be having a new HVAC system installed which will impact the room settings. A motion was made by Kristina Kendricks-Clark to cancel the Executive Committee and Planning Council meetings in July 2019. Motion was seconded by Richard Benavidez and unanimously approved.</p>
Public Comments	None
Adjournment	Next meeting: August 8, 2019.