

## **HIV HEALTH SERVICES PLANNING COUNCIL**

### **Meeting Minutes**

February 26, 2020

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

### **Meeting Location: Sacramento County Health Center**

4600 Broadway, Sacramento, CA 95820

Community Room 2020

**Facilitator:** Kristina Clark, Council Chair

**Scribe:** Emitai Bishop, County Staff and Paula Gammell, County Staff.

**Council Member Attendees:** Beth Valentine, Chelle Gossett, Dennis Poupart, Gustavo Trejo, Kaye Pulupa, Kristina Kendricks-Clark, Judy Vang, Linda Ryan, Matias Castro, Michael Wofford, Richard Benavidez, Susan Farrington, Tracy Jenkins and Zachary B.

**Council Members via Teleconference:** Kane Ortega and Michael Ungeheuer

**Members Excused:** Gail Brosnan, Mahara Leong, Michael Gagnon

**Members Absent:** Melody Law, Robyn Learned and Rick Myers

**Guests:** Charles McDonald, Minerva Reid, Becky Gonzales, Adrian Guff, Keith Lopez, Derek Purol, Tom Hannon, and Steve Austin

| Topic  | Minutes  |
|--|--|
| Welcome, Introductions and Announcements   | NCAC will be hosting a Crab Feed February, 15 2020. Tickets are \$55.  |
| Agenda and Minutes Review*   | <p>Motion to have approve the Agenda as presented was made by Susan Farrington with a second by Beth Valentine and unanimously approved.</p> <p>Motion to approve the Minutes as presented was made by Richard Benavidez with a second Susan Farrington. Discussion resulted in several changes. Motion to approve the amended Minutes was made by Richard Benavidez with a second Beth Valentine and was approved with two abstentions.</p>   |
| Office of AIDS (OA) Update February 2020   | Representatives from the State Office of AIDS provided a synopsis of the OA Voice February 2020 issue.   |
| Fiscal Agent Updates   | AS the Fiscal Agent was delayed, Susan Farrington motioned to move the Fiscal Agent Updates after the Committee Updates. The motion was seconded by Richard Benavidez and approved with one abstention.  |
| <p>Committee Updates</p> <p>SSC03 Dental Services*</p> <p>SSC05 Eligibility*</p> | <p><b>Administrative Assessment Committee:</b> Susan Farrington reported that the Committee is meeting next on June 12, 2020 for the FY19 year-end assessment. The meeting is being reduced from four hours to two hours as the past few assessments have not exceed two hours.</p> <p><b>Affected Communities Committee:</b> Richard Benavidez advised that the Committee met and reviewed the Outreach Schedule, Training Calendar and Positive Advocate. Reflectiveness is presently at 18.5%, however new members are pending appointment.</p> <p><b>Governance:</b> Michael Ungeheuer, Chair of the Governance Committee advised that four of the nine service standards under review are ready for final approval. The other five service standards need further revision and clarification.</p> |

| Topic   | Minutes  |
|---|--|
| SSC06 Substance Abuse Outpatient*<br>SSC11 Medical Transportation*<br>SSC12 Food Bank/Home Delivered Meals*<br>SSC18 Medical Nutrition*<br>SSC19 Outreach Services*<br>SSC21 Non-Medical Case Management*<br>SSC23 Substance Abuse Residential* | <p>Service Standards for Approval:<br/>           Motion to approve the following service standards was made by Kane Ortega with a second by Michael Gagnon and approved with one abstention.<br/>           SSC03 Oral Health Services<br/>           SSC18 Medical Nutrition<br/>           SSC19 Outreach Services<br/>           SSC21 Non-Medical Case Management</p> <p>Services Standards being Tabled:<br/>           Motion to table the following service standards was made by Tracy Jenkins and seconded by Richard Benavidez and was approved with one abstention.<br/>           SSC05 Eligibility<br/>           SSC06 Substance Abuse Outpatient<br/>           SSC11 Medical Transportation<br/>           SSC12 Food Bank/Home Delivered Meals<br/>           SSC23 Substance Abuse Residential</p> <p><b>Priorities and Allocations:</b> Susan Farrington advised that the Priorities and Allocations Committee was unable to meet due to lack of quorum. The Committee will be meeting in March.</p> <p><b>Prevention Committee:</b> Council Staff advised that Prevention Committee met and reviewed several documents which are being presented for review and approval.</p> |
| FY20 EIIHA Plan*  | <p>The FY20 EIIHA Plan was presented for review and approval. The Plan needs to be updated with current State Office of AIDS' figures/data/statistics when it becomes available. Motion to approve the Plan was made by Kristina Kendricks-Clark with a second by Richard Benavidez and approved with one abstention.</p>  |
| OPTIONS Handout*  | <p>The OPTIONS handout, listing community based organization providing services to</p>   |

| Topic   | Minutes   |
|---|---|
| <p>Resources Palm Card*</p>   | <p>people living with HIV was presented for review and approval. Motion to approve the OPTIONS handout was made by Tracy Jenkins with a second by Richard Benavidez with the understanding that this is a fluid document and updates occur regularly due to agency changes. The motion was approved with one abstention.</p> <p>The Resources Palm Card was presented for review and approval. Beth Valentine suggested a correction to the telephone number for Volunteers of America. Motion to approve the Resources Palm Card with the change noted was made by Beth Valentine with a second by Tracy Jenkins and was approved with one abstention.</p> <p><b>Quality Advisory Committee:</b> Council Staff advised that the Quality Advisory Committee met and reviewed the Medical Nutritional Therapy, Outreach Services and Non-Medical Case Management service standards which were approved above. The Committee will be meeting in March.</p> <p><b>Needs Assessment Committee:</b> The Needs Assessment Committee meets quarterly and will meet next in March 2020.</p> |
| <p><u>Fiscal Agent Reports</u><br/>December 2019 Monthly Fiscal Report*</p> <p>FY19 Year-End Reallocation</p> | <p>The December 2019 Monthly Fiscal Report was presented for approval. Motion to approve the Fiscal Report was made by Kristina Kendricks-Clark with a second by Susan Farrington and was unanimously approved.</p> <p>As the Ryan White Program allows no more than a 5% carryover of unspent funds or face penalties by the funding agency, the Fiscal Agent is in the process of reallocating funds to minimize the amount of carryover. If providers wish to request additional funds, please email the Fiscal Agent.</p> <p>The Fiscal Agent reported that Sacramento was awarded a Part A Ending the HIV Epidemic award. The award is \$750,000 a year for five years. These are separate funds from our traditional Ryan White Part A Award.</p>   |

| <b>Topic</b>               | <b>Minutes</b>   |
|----------------------------|--|
| Binder Updates             | 2020 Meeting Schedule  |
| Technical Assistance Needs | If anyone needs Technical Assistance regarding the Planning Council, please contact Kristina Kendricks-Clark, Chelle Gossett or Paula Gammell. |
| Public Comments            | None noted.  |
| Adjournment                | Meeting adjourned 11:12 a.m. Next meeting: March 25, 2020  |