

HIV HEALTH SERVICES PLANNING COUNCIL – Quality Advisory Committee (QAC)

Meeting Minutes

May 5, 2020, 2:00 p.m. to 3:00 p.m.

Meeting Location:

Teleconference Call Only

Facilitator: Linda Ryan, Chair

Scribe: Paula Gammell, Council Staff

Committee Member Attendees:

- Linda Ryan, Gail Brosnan, Zach B. and Susan Farrington

Members Absent/Excused: N/A

Guests: None

Topic	Minutes
Welcome, Introductions and Announcements	Welcome and introductions were conducted. Gail Brosnan has been promoted to the Health Program Coordinator position overseeing the Tobacco Cessation program at the County. This means Gail is leaving her HIV Prevention and Testing position in the Sexual Health Promotion Unit and will be resigning from the Planning Council.
Agenda and Minutes*	<p>The May 5, 2020 QAC Agenda was presented for review and approval. Motion to approve the Agenda as presented was made by Gail Brosnan with a second by Susan Farrington and unanimously approved.</p> <p>The Minutes of April 2020 were presented for review and approval. Motion to approve the Minutes as presented was made by Susan Farrington with a second by Zach B. and unanimously approved.</p>
SSC15 Housing*	A draft of the updated SSC15 Housing was presented for review and approval. A question regarding assistance with Home Owners Association (HOA) fees was asked. SSC15 Housing Assistance is unable to pay HOA fees as the definition of housing assistance is that the services are for unstably housed individuals. Having HOA fees indicated the individual is stably housed. Motion to approve SSC15 Housing as presented was made by Zach B. with a second by Susan Farrington and unanimously approved.
SSC16 Other Critical Needs*	A draft of the updated SSC16 Other Critical Needs was presented for review and approval. Council Staff advised that <i>Other Critical Needs</i> is not a fundable service under Policy Clarification Notice 16-02 but is actually a component of Emergency Financial Assistance. Council Staff suggested renaming the service standard to Emergency Financial Assistance and including a "note" be added to the document indicating the change for future reference and transparency. Motion to approve SSC16 Other Critical Needs/Emergency Financial Assistance with the changes indicated above was made by Susan Farrington with a second by Gail Brosnan and unanimously approved.

Topic	Minutes
SSC10 Utilities Assistance*	A draft of the updated SSC10 Utilities Assistance was presented for review and approval. Council Staff advised that <i>Utilities Assistance</i> is not a fundable service under Policy Clarification Notice 16-02 but is actually a component of Emergency Financial Assistance. Council Staff suggested inactivating the service standard since it is included in Emergency Financial Assistance and adding a "note" to the document indicating the change for future reference and transparency. Motion to inactivate SSC10 Utilities Assistance as presented was made by Susan Farrington with a second by Linda Ryan and unanimously approved.
FY19 Postcard Service Category Findings	Council Staff referred the Committee to the FY19 Postcard Service Category Findings report.
Technical Assistance	For Technical Assistance regarding the Quality Advisory Committee, please contact Linda Ryan. For Technical Assistance regarding the Planning Council, please contact Kristina Kendricks-Clark, Chair or Council Staff, Paula Gammell.
Public Comments	Council Staff advised that there has been discussion on changing the format of the Prevention Committee. Susan Farrington offered to assume the Chair responsibilities as Gail Brosnan will be resigning from the Committee and Council. Susan wishes to maintain the functions of the Prevention Committee but incorporate updates from other Prevention groups such as the California Planning Group, Zero Together Collaboration and SacWISH.
Adjournment	Meeting adjourned at 2:45 p.m. Next meeting: June 2, 2020