

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

Meeting Minutes

May 11, 2020, 10:00 a.m. to 12:00 p.m.

Meeting Location:

Via teleconference only

Facilitator: Susan Farrington, PAC Chair

Scribe: Paula Gammell, Council Staff

Committee Member Attendees:

Susan Farrington – Chair, Beth Valentine, Gustavo Trejo, Liane Bruckstein, Linda Ryan, Ronnie Miranda, Tami Emslie, Zach B., and Chelle Gossett (Ex-Officio)

Members Excused:

Members Absent: Tracy Jenkins

Guests: Krupa Satish Shukla – UC Davis Pediatrics, Zach Reau – One Community Health, Janet Parker – One Community Health, and Dennis Poupart

Topic	Minutes
Welcome, Introductions and Announcements	<p>A Welcome</p> <p>B Announcements: None</p>
Agenda and Minutes	<p>The Agenda was presented for review and approval. Gustavo Trejo motioned to approve the Agenda as presented which was seconded by Zach B. and was unanimously approved.</p> <p>A copy of the April 2020 Minutes was presented. Zach B. motioned to approve the Minutes as presented with a second by Gustavo Trejo. Motion was unanimously approved.</p>
PAC Training	Council Staff provided training on the responsibilities and tasks of the Priorities and Allocations Committee.
PAC Overview*	The PAC Overview was presented for review and approval. Motion to approve the PAC Overview as presented was made by Beth Valentine with a second by Liane Bruckstein and was unanimously approved.
PAC01 Priority Setting and Resource Allocation*	PAC01 was presented for review and approval. Motion to approve the PAC01 as presented was made by Ronnie Miranda with a second by Zach B and was unanimously approved.
PAC02 Directives Regarding Reallocation*	PAC02 was presented for review and approval. Discussion noted a correction to the date of the PAC and Executive Committee meetings on page 5 of 7, in that, the committee meets the 2 nd Tuesday of October and the Executive Committee meets the second Thursday in October. Motion to approve the PAC02 with the corrections noted was made by Ronnie Miranda with a second by Gustavo Trejo and was unanimously approved.
Philosophies for Managing Scarcity	Council Staff presented the Philosophies for Managing Scarcity which is a document that is found in the PAC Member Binders. Council Staff suggested the document be formalized as PAC03. Beth Valentine advised that it was a nice complimentary

Topic	Minutes
	document in which several other committee members agreed. Beth motioned to formalize the Philosophies for Managing Scarcity as PAC03. The motion as seconded by Linda Ryan and was unanimously approved.
FY20 Services Directives*	The FY20 draft Service Directives were presented for review and approval. The Fiscal Agent noted that the Transportation service directive does not include the option for ride share (Lyft or Uber). Ronnie Miranda advised that Yellow Cab is often running behind schedule and causes clients to be late for appointments. Gustavo Trejo confirmed that there are issues using cab services. Liane Bruckstein motioned to approve the FY20 Service Directives with the addition of ride share services being added as a transportation option. The motion was seconded by Gustavo Trejo and approved with one abstention.
FY20 General Directives*	The FY20 draft General Directives were presented for review and approval. Motion to approve the General Directives as presented was made by Linda Ryan with a second by Beth Valentine and was unanimously approved.
FY21 Service Priorities*	A copy of the FY08-FY20 Service Priority Historical Data for FY21 Planning was presented. Susan Farrington and Paula Gammell provided an overview of how the services were ranked last year. Linda Ryan motioned to keep the ranking the same for FY21 as it is in FY20. The motion was seconded by Gustavo Trejo and unanimously approved.
Technical Assistance	Susan Farrington advised members that if they are in need of technical assistance, members can reach out to the Council Chair, Committee Chair, Fiscal Agent or Council Staff for assistance.
Public Comments	The Fiscal Agent advised that although we have received the Part A and Part B awards, the State Office of AIDS has not approved the Part B budget. Until the Part B budget has been approved, the Fiscal Agent is unable to finalize the FY21 contracts.
Adjournment	11:15 a.m.