

## **HIV HEALTH SERVICES PLANNING COUNCIL**

### **Meeting Minutes**

May 27, 2020

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

### **Meeting Location: via Teleconference**

**Facilitator:** Kristina Kendricks-Clark, Council Chair

**Scribe:** Paula Gammell and Cherisse Thomasson, County Staff.

**Council Member Attendees via Teleconference:** Beth Valentine, Chelle Gossett, Dennis Poupart, Gustavo Trejo, Judy Vang, Kane Ortega, Kristina Kendricks-Clark, Linda Ryan, Matias Castro, Melody Law, Michael Gagnon, Michael Wofford, Richard Benavidez, Rick Myers, and Zachary B.

**Members Excused:** Gail Brosnan, Michael Ungeheuer

**Members Absent:** Kaye Pulupa, Robyn Learned, Susan Farrington, Tracy Jenkins

**Guests:** Becky Gonzales – ViiV Healthcare, Charles McDonald, David Contreras - SHRA, Derek Purol, Rashida Green – RX Staffing, Ronnie Miranda, Tom Hannon, and Jake Bradley-Rowe – Sunburst Projects

Topic	Minutes
Welcome, Introductions and Announcements	<p>Rick Myers advised that a former Council Member, Jake, has passed away.</p> <p>Camp Sunburst will be held virtually due to COVID-19. Camp is from 6/29/20 – 7/4/20.</p> <p>The NorCal AIDS Cycle has been postponed until October 2020.</p>
Agenda and Minutes Review*	<p>Motion to have approve the Agenda as presented was made by Richard Benavidez with a second by Kane Ortega. Discussion included a correction to the date of the Agenda from April 2020 Agenda to May 2020 Agenda under the Topic section. Richard Benavidez amended the motion to approve the Agenda with the change noted. The amended motion was seconded by Kane Ortega and approved by consensus.</p> <p>Motion to approve the Minutes as presented was made by Rick Myers with a second by Richard Benavidez and was approved by consensus.</p>
Training: Volunteers of America	<p>Beth Valentine provided an overview of services offered through Volunteers of America (VOA). VOA has been in existence since 1911 in Northern California and provide a variety of services including a Senior Safehouse, Corrections Re-entry, Outreach at San Quentin Prison, employment services, services for former foster care youth and homeless housing services.</p> <p>Additionally, Open Arms is a emergency housing program for People Living with HIV (PLWH) which was founded over 20 years. Through funding from the Housing Opportunity for People With AIDS (HOPWA) program, Open Arms has been able to provider health education and stabilization services, substance abuse education and treatment, and housing with a focus on employment services, food laundry and transportation.</p>
Office of AIDS (OA) Update April 2020	<p>The OA Voice May 2020 issue was presented. Questions can be directed to Angelique Skinner whose contact information is on the last page.</p>

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Fiscal Agent Updates	The Fiscal Agent is in the process of finalizing the FY19 expenditures and anticipates less than 1% in carryover. Scopes of Work and Contracts are in process for FY20.
<p>Committee Updates</p> <p>SSC014 Mental Health*</p> <p>SSC20 Health Education/Risk Reduction*</p> <p>SSC15 Housing*</p>	<p><b>Administrative Assessment Committee (AdAC):</b> Susan Farrington advised that the Committee will be meeting in July. Due to confidentiality, participants must be <i>seated Council members</i>.</p> <p><b>Affected Communities Committee (ACC):</b> Richard Benavidez advised that the Committee met and reviewed the Outreach Schedule and Training Calendar and released the Spring 2020 Positive Advocate. Reflectiveness is presently at 23.8%, however new members are pending appointment.</p> <p><b>Governance (Gov):</b> Council Staff advised that there are seven service standards for review and approval.</p> <p>SSC14 Mental Health: The service standard was updated to incorporate Part B service standards. Motion to approve SSC14 Mental Health was made by Kristina Kendricks-Clark with a second by Michael Gagnon and approved by consensus.</p> <p>SSC20 Health Education/Risk Reduction. The service standard was updated to incorporate Part B service standards. Motion to approve SSC20 Health Education/Risk Reduction was made by Linda Ryan with a second by Dennis Poupart and approved by consensus.</p> <p>SSC15 Housing was presented for review and approval. This standard was updated to incorporate the Part B service standards. Motion to approve SSC15 Housing as presented was made by Michael Gagnon with a second by Beth Valentine. Discussion noted a change on Page 5 of 6, under Move-in Costs, item "a", from two month's rent to one month's rent. Kane Ortega amended the motion with the correction noted. Rick Myers seconded the motion which was approved by consensus.</p>

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<p>SSC16 Other Critical Needs* SSC10 Utility Assistance*</p>	<p>SSC16 Other Critical Needs and SSC10 Utility Assistance were heard together: 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.</p> <p>Additionally, SSC10 Utility Assistance is not a fundable service under Policy Clarification Notice 16-02 but is also a component of Emergency Financial Assistance. Kane Ortega motioned to rename SSC16 from Other Critical Needs to Emergency Financial Assistance and to inactivate SSC10 Utility Assistance. The motion was seconded by Rick Myers and approved by consensus.</p> <p><b>Priorities and Allocations:</b> Susan Farrington advised that the Priorities and Allocations Committee met virtually and discussed several items which are being presented for review and approval.</p>
<p>PAC Overview*</p>	<p>PAC Overview A copy of the PAC Overview was presented for review and approval. Motion to approve the PAC Overview as presented was made by Richard Benavidez with a second by Michael Gagnon and approved by consensus.</p>
<p>PAC01*</p>	<p>PAC01 Priority Setting and Resource Allocation Process PAC01 was presented for review and approval. Motion to approve the PAC01 as presented was made by Dennis Poupart with a second by Kristina Kendricks-Clark and approved by consensus.</p>
<p>PAC02*</p>	<p>PAC02 General Policy Directives Regarding Reallocation PAC02 was presented for review and approval. Motion to approve the PAC02 as</p>

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PAC03*	<p>presented was made by Dennis Poupart with a second by Gustavo Trejo and approved by consensus.</p> <p>Managing Scarcity Philosophy The Managing Scarcity Philosophy was presented for review and approval. The document is being added as PAC03. Motion to approve the PAC03 as presented was made by Beth Valentine with a second by Michael Gagnon and approved by consensus.</p>
FY20 Service Directives*	<p>FY20 Service Directives A copy of the FY20 Service Directives was presented for review and approval. The Directives have been updated to include "ride share" as a fundable transportation option. Motion to approve the FY20 Service Directives as presented was made by Richard Benavidez with a second by Michael Gagnon and approved by consensus.</p>
FY20 General Directives*	<p>FY20 General Directives A copy of the FY20 General Directives was presented for review and approval. Motion to approve the FY20 Service Directives as presented was made by Dennis Poupart with a second by Richard Benavidez and approved by consensus.</p>
FY21 Service Priorities*	<p>FY21 Service Priorities A copy of the FY21 Service Priorities for the FY21 Part A Grant Application was presented for review and approval. Motion to approve the FY21 Service Priorities as presented was made by Linda Ryan with a second by Michael Gagnon and approved by consensus.</p> <p><b>Prevention Committee:</b> Council Staff advised that Prevention Committee did not meet. The Committee is switching to a quarterly meeting schedule with the first meeting being held in June 2020.</p>
FY19 Service Category	<p><b>Quality Advisory Committee:</b> Council Staff advised that the Quality Advisory</p>

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Postcard Survey Findings FY19 Client Satisfaction Survey Findings	<p>Committee met and reviewed several service standards. A copy of the FY19 Service Category Postcard Survey Findings and FY19 Client Satisfaction Survey Findings were presented for informational purposes.</p> <p><b>Needs Assessment Committee:</b> The Needs Assessment Committee meets quarterly and will meet next in June 2020.</p>
Technical Assistance Needs	If anyone needs Technical Assistance regarding the Planning Council, please contact Kristina Kendricks-Clark, Chelle Gossett or Paula Gammell.
Public Comments	It was reported that Yellow Cab is now back in service however their service is reportedly poor.
Adjournment	Meeting adjourned 11:10 a.m. Next meeting: June 24, 2020