

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

### **Meeting Minutes**

January 14, 2021, 3:00 p.m. to 5:00 p.m.

### **Meeting Location:**

Teleconference Meeting Only

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

**Scribe:** Paula Gammell - Staff

### **Committee Member Attendees:**

**Via Teleconference:** Kristina Kendricks-Clark – Council Chair, Chelle Gossett - Fiscal Agent, Susan Farrington – Prevention Committee PAC/AdAC Chair, Richard Benavidez – ACC and Council Vice Chair and Linda Ryan – QAC/NAC Chair

**Members Excused:** Michael Ungeheuer – Governance Chair

**Members Absent:** N/A

**Guests:** Liane Bruckstein – Harm Reduction Services

<b>Topic</b>	<b>Minutes</b>
Welcome, Introductions and Announcements	<p>Welcome and Introductions began at 3:03 p.m.</p> <p>Council Staff is coordinating with Michael Barajas of Gilead to host an educational program, <i>HIV in the Black Community</i>, on Friday, February 5, 2021, in recognition of National Black HIV/AIDS Awareness Day [2/7/21].</p>
<p>January 2021 Agenda Review*</p> <p>November 2020 Minutes Review*</p>	<p>A copy of the Agenda was presented for review and approval. Motion to approve the Agenda was made by Richard Benavidez with a second by Linda Ryan. Discussion amended the Agenda to include a discussion about the Medical Transportation Service Standard. Linda Ryan amended her motion as discussed which was seconded by Kristina Kendricks-Clark and approved by consensus.</p> <p>A copy of the November 2020 Executive Committee Minutes was presented for review and approval. Motion to approve the Minutes as presented was made by Linda Ryan with a second by Susan Farrington and was approved with one abstention.</p>
Fiscal Agent Report FY20 November Fiscal Report	<p>A copy of the FY20 November Fiscal Report was presented for review and approval. It includes reallocation adjustments. Expenditures should be at 75% however the TGA is underspending. The COVID pandemic suspended services as the region was in lock down. This in turn accounts for a reduction in expenditures. Additionally, the TGA received additional funding due to the pandemic which is being utilized for some services before the traditional Part A funding is utilized. The TGA also has several new providers which are experiencing delays in getting their programs up and running. The Fiscal Agent expressed further concern as this is going result in a carryover balance exceeding the maximum 5% allowable by HRSA. The federal legislation states sanctions may be applied if there are</p>

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<p>State Office of AIDS – Ending the Epidemic Grant Update</p> <p>HRSA – Ending the Epidemic Grant Update</p>	<p>more than 5% of funds remaining. Susan Farrington noted that San Diego has previously exceeded the 5% maximum without sanctions. Kristina Kendricks-Clark motioned to approval the FY20 November Fiscal Report as presented. Richard Benavidez seconded the motion which was approved by consensus.</p> <p>The Board of Supervisors has approved the positions. The County is in the process of trying to purchase a van for the Wellness without Walls component of the grant to provide street side services.</p> <p>The new Ryan White HIV Clinic is having a “soft” opening tomorrow, Friday, January 15, 2021. There will be a half-day clinic on Fridays. At this time, the two providers are learning the electronic health record system. The County is also trying to secure an additional provider to provide services on Tuesdays.</p>
<p>Committee Updates:</p>	<p><b>Administrative Assessment Committee (AdAC):</b> The next meeting was scheduled for June 11, 2021. Participants must sign a Confidentiality Agreement to participate. Council Staff will host an AdAC training prior to the meeting so participants can have a better understanding of the process.</p> <p><b>Affected Communities Committee (ACC):</b> Reflectiveness is presently at 38.5%. The Committee also released the Winter Positive Advocate, is coordinating the HIV in the Black Community Educational Program and has arranged for Council presentations by NAMI and the County’s System of Care.</p> <p><b>Priorities and Allocations Committee (PAC):</b> PAC did not meet in</p>

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Universal Service Standards*	<p>January 2021.</p> <p><b>Prevention Committee:</b> The Committee will meet next in March 2021.</p> <p><b>Quality Advisory Committee (QAC):</b> QAC met and reviewed several service standards due to changes in the State Office of AIDS' Standards of Care.</p> <p>Universal Service Standards: Council Staff advised that the Universal Standards and Standards of Care being reviewed/updated are due to recent changes by the California State Office of AIDS. Any changes in the State's Standards have been incorporated into the TGA's Standards. Updates and changes were made to Section 1.0 Intake and Eligibility, item 1.2; Section 2.0 Key Services Components and Activities, Item 2.9; and the additional of Section 11.0 Fiscal Responsibility.</p> <p>Motion to approve the Universal Service Standards as presented was made by Richard Benavidez with a second by Susan Farrington and approved by consensus.</p>
SSC01 Medical Case Management*	<p>SSC01 Medical Case Management: Council Staff advised that the updates/changes to the Medical Case Management Service Standard include a change on page 6 regarding Targeted Case Management and eligibility for Non-Medical Case Management. Additionally, there is an update on page 10 regarding Caseloads and Caseload Monitoring. At QAC there were three separate Ryan White-funded subrecipients confirmed that the caseload size is manageable as clients can be transferred between case managers as acuity/need levels change.</p>

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SSC03 Dental Services*	<p>Motion to approve SSC01 Medical Case Management as presented was made by Linda Ryan with a second by Richard Benavidez and approved by consensus.</p> <p>SSC03 Dental Services: Council Staff advised that the updates/changes to the Dental Services Service Standard include a change on page 3 regarding Monitoring Appointment Times and page 5 Fiscal Management and Fiscal Management Monitoring.</p> <p>Motion to approve SSC03 Dental services as presented was made by Richard Benavidez with a second by Linda Ryan and approved by consensus.</p>
SSC14 Mental Health*	<p>SSC14 Mental Health: Council Staff advised that the updates/changes to the Mental Health Service Standard include a change on page 1 regarding Service Standard 05 Eligibility and Fees and page 4, the elimination of non-professional staff as acceptable staff for conducting services. Services provided by Non-Professional staff, i.e., Peer Navigators, Community Health Workers and such, should be provided under Psychosocial Services.</p> <p>Motion to approve SSC4 Mental Health as presented was made by Susan Farrington with a second by Linda Ryan and approved by consensus.</p>
SSC11 Medical Transportation Service Standard Discussion*	<p>SSC11 Medical Transportation Service Standard Discussion: Council Staff advised that the updates/changes to SSC11 Medical Transportation include a change on eliminating reimbursement to staff using personal vehicles to transport clients. At QAC, members expressed discontent with</p>

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FY20 Postcard Survey Update	<p>the elimination of staff mileage reimbursement as staff utilize this time to obtain pertinent information from clients and, more importantly, in many instances, transportation by case managers is the only viable means to ensure the clients attend appointments.</p> <p>In a discussion between the Fiscal Agent and Harm Reduction Services, it was determined that the service being impacted is "11050 1 one way trip". Further discussion noted that this particular service category is only funded by Part A and thus not impacted by the State's changed to their Medical Transportation Standard of Care.</p> <p>Motion to update the language in SSC11 Medical Transportation, to differentiate this change is for Part B Medical Transportation services only and refer back to QAC was made by Linda Ryan with a second by Kristina Kendricks-Clark and approved by consensus.</p> <p>Council Staff advised that the postcards were distributed to providers last month and to be distributed to clients this month. At this time Council Staff is uncertain if any postcards have been returned by clients.</p> <p><b>Needs Assessment Committee (NAC):</b> Council Staff inquired about conducting the Needs Assessment. Linda Ryan informed that she only had four to five youth willing to participate. Discussion resulted in the decision to expand the survey from youth ages 18 – 24, to young adults ages 18 – 29. The Fiscal Agent will inquire with the TGA's Project Officer if this is acceptable.</p> <p><b>Governance:</b> No updates.</p>
Set January 27, 2021 HHSPC	A copy of the January 27, 2021 HHSPC Agenda was presented for review

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Agenda*	and approval. Motion to approve the Council Agenda as presented was made by Kristina Kendricks-Clark with a second by Linda Ryan and was approved by consensus.
Technical Assistance	Those needing technical assistance can contact Kristina Kendricks-Clark, Chelle Gossett or Paula Gammell.
Public Comments	<p>Susan Farrington advised that the Sierra Foothills AIDS Foundation received \$75,000 from the Placer Community Fund. \$50,000 is slated for housing services with the remaining \$25,000 for food assistance. She recommends contacting Sacramento Steps Forward for a Council presentation as they should have received additional housing funding as well.</p> <p>Harm Reduction Services currently has housing funds from the TGA's HRSA Part A COVID funding.</p>
Adjournment	The meeting adjourned at 4:27 p.m.