

HIV HEALTH SERVICES PLANNING COUNCIL Executive Committee

Meeting Minutes

August 12, 2021, 3:00 p.m. to 5:00 p.m.

Meeting Location:

Teleconference Meeting Only

Facilitator: Kristina Kendricks-Clark – Council Chair

Scribe: Paula Gammell - Staff

Committee Member Attendees:

Via Teleconference: Kristina Kendricks-Clark – Council Chair, Chelle Gossett - Fiscal Agent, and Richard

Benavidez – ACC and Council Vice Chair

TBD –PAC Chair

TBD - AdAC Chair

TBD – QAC Chair

TBD - NAC Chair

Members Excused: Michael Ungeheuer – Governance Chair

Members Absent: N/A

Guests: N/A

Topic	Minutes
Welcome, Introductions and Announcements	<p>Richard Benavidez advised that he participated in the Methamphetamine Coalition’s meeting. 90% of Black/African American meth users are not in medical care.</p> <p>At this point in time, the NorCal AIDS Cycle is still holding its event.</p> <p>Recovery Happens may be changing to a virtual event due to the COVID-19 Delta Variant.</p> <p>Due to the COVID-19 Delta Variant, the U.S. Conference on HIV/AIDS has changed formats and will now be held virtually rather than in-person.</p>
August 2021 Agenda Review*	<p>A copy of the August 2021 Agenda was presented for review and approval. Motion to approve the Agenda was made by Richard Benavidez with a second by Kristina Kendricks-Clark and approved by consensus.</p>
June 2021 Minutes Review*	<p>A copy of the June 2021 Executive Committee Minutes was presented for review and approval. Motion to approve the Minutes as presented was made by Richard Benavidez with a second by Kristina Kendricks-Clark and approved by consensus.</p>
FY21 June Part A Fiscal Report*	<p>Council Staff presented a copy of the FY20 Part A Final Expenditures, as well as, a copy of the FY20 Part B Final Expenditures. The funding streams</p>

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<p>FY21 June Part B Fiscal Report*</p> <p>FY21 June COVID Fiscal Report*</p> <p>State Office of AIDS – Ending the Epidemic Grant Update</p> <p>HRSA – Ending the Epidemic Grant Update</p> <p>FY20 Annual Progress Report</p>	<p>have been separated for clarity, transparency and ease of reconciliation. Kristina Kendricks-Clark motioned to approve the two fiscal report as presented. The motion was seconded by Richard Benavidez and approved by consensus. Susan Farrington suggested a training on the monthly fiscal report at a future Council Meeting.</p> <p>The County is meeting the various reporting deadlines for both the State Office of AIDS’ and HRSA’s Ending the Epidemic grants. Many aspects of the grant crossover each funding stream.</p> <p>There is a meeting scheduled with contractors for the build-out on the exam rooms at the Clinic. We are continuing to interview for various positions in the grants.</p> <p>Susan suggested a training on the various funding sources. As for the COVID funding, the Fiscal Agent advised that a No-Cost Extension, similar to carryover for Part A, was to allow the remaining funds to be used this year. The remaining funds are being used for direct services including housing, transportation and food.</p> <p>A copy of the FY20 Annual Progress Report was provided in the Committee documents.</p>

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	<p>Needs Assessment Committee (NAC): Council Staff advised that there were 18 surveys completed in the targeted young adult survey. It equated to approximately a 9.5% response rate. When the larger, non-target survey is conducted, there is a similar response rate. The responses have been forwarded to the consultant to finalize the findings.</p> <p>Governance (Gov): Council Staff advises that the following Committees will have Chair Vacancies beginning 7/1/21: AdAC, PAC, NAC and QAC.</p>
Set June 23, 2021 HHSPC Agenda*	A copy of the June 23, 2021 HHSPC Agenda was presented for review and approval. Motion to approve the Council Agenda with the addition of the recommended COVID Funding Update was made by Richard Benavidez with a second by Kristina Kendricks-Clark and was approved by consensus.
Technical Assistance	Those needing technical assistance can contact Kristina Kendricks-Clark, Chelle Gossett or Paula Gammell.
Public Comments	None noted.
Adjournment	The meeting adjourned at 4:03 p.m.