

HIV HEALTH SERVICES PLANNING COUNCIL Executive Committee

Meeting Minutes

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

Meeting Location:

Teleconference Meeting Only

Facilitator: Richard Benavidez –Council Vice Chair

Scribe: Paula Gammell - Staff

Committee Member Attendees:

Via Teleconference: Chelle Gossett - Fiscal Agent, Richard Benavidez – ACC and Council Vice Chair, Jake Bradley-Rowe –PAC Chair, Richard Benavidez - AdAC Chair, Richard Benavidez – QAC Chair, and Ronnie Miranda - NAC Chair

Members Excused: Kristina Kendricks-Clark – Council Chair, Michael Ungeheuer – Governance Chair

Members Absent: N/A

Guests: N/A

Topic	Minutes
Welcome, Introductions and Announcements	<p>Jake Bradley-Rowe advised that the World AIDS Day Planning Collaborative consists of representatives from Sunburst Projects, the Sacramento LGBT Center, One Community Health, Harm Reduction Services, Sierra Foothills AIDS Foundation, the HIV Health Services Planning Council, Volunteers of America, Capital City AIDS Fund, Catholic Charities and the Sacramento County HIV/STI Prevention Program. This years' theme is <i>Rock the Ribbon</i>. Attempts were made to have the State Capitol turn <i>red</i> for World AIDS Day on December 1st; however, the Capitol Christmas Tree Lighting is scheduled that day.</p> <p>Richard Benavidez reported that the CARES Foundation donated \$10,000 to the NorCal AIDS Cycle fundraiser.</p> <p>Ronnie Miranda has received a scholarship to the US Conference on HIV/AIDS which will be held virtually on December 2 and 3, 2021.</p> <p>National Latinx HIV/AIDS Awareness Day is Friday, October 15th. Council Staff has coordinated a presentation on HIV in the Latinx Community, presented by Gilead.</p> <p>The California Planning Group is hosting its fourth and final day of their virtual Fall Meeting on Friday, October 15th.</p> <p>Jake Bradley-Rowe advised that they have a 19 year old client who will be the first patient in Sacramento to receive the Cabenuva long-acting, HIV injectable treatment.</p>

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Announcements Continued:	Sunburst Projects is hosting a fundraising golf tournament at Haggin Oaks Golf Complex on Saturday, October 16, 2021. The tournament is followed by an After party with appetizers, drag shows, prizes and a silent auction.
October 2021 Agenda Review* September 2021 Minutes Review*	<p>A copy of the October 2021 Agenda was presented for review and approval. Motion to approve the Agenda was made by Jake Bradley-Rowe with a second by Ronnie Miranda and was approved by consensus.</p> <p>A copy of the September 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 Ronnie Miranda and were approved by consensus. Discussion noted one correction on page 2. The first line is corrected to read: Richard Benavidez advised that <i>he</i>.... Richard Benavidez amended the Motion to approve the Minutes with the changes noted. Jake Bradley-Rowe seconded the Amended Motion and approved by consensus with one abstention.</p>
FY21 August Part A Fiscal Report* FY21 August Part B Fiscal Report*	<p>A copy of the FY21 Part A and Part B August Fiscal Reports were presented for review and approval.</p> <p>Part A: Expenditures should be at 50%. El Dorado is at 51.2% and Placer at 39.9%. Sacramento is at 41.6% for direct expenditures. Overall, direct expenditures in the TGA are 42.1%. Direct expenditures and the grantee expenditures are 39.78%. However, the Fiscal Agent bills quarterly.</p> <p>Part B: Expenditures should be at 41%. Yolo is at 41.6% and Alpine/Sacramento is at 28.5% for direct expenditures. Overall, direct expenditures in the TGA are 29.47%. Direct expenditures and the grantee expenditures are 28.32%. However, the Fiscal Agent bills quarterly.</p>

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<p>FY21 August COVID Fiscal Report</p> <p>State Office of AIDS – Ending the Epidemic Grant Update</p> <p>HRSA – Ending the Epidemic Grant Update</p>	<p>Motion to approve the Part A and Part B August Monthly Reports as presented was made by Jake Bradley-Rowe with a second by Richard Benavidez and approved by consensus.</p> <p>A copy of the FY21 August COVID Fiscal Report was presented for informational purposes. El Dorado and Placer Counties have spent 100% of their funds. Sacramento is at 28.6% for direct expenditures. Overall, direct expenditures in the TGA are 36.4%. The grantee does not receive funding from this funding source for administrative costs.</p> <p>The Wellness without Walls mobile van is still on track to be up and running in November.</p> <p>An additional exam room has been identified for use at the Ryan White HIV Clinic.</p>
<p>Committee Updates:</p>	<p>Administrative Assessment Committee (AdAC): The next meeting is scheduled for November 19, 2021. Participants must sign a Confidentiality Agreement to participate.</p> <p>Affected Communities Committee (ACC): Richard Benavidez informed that Reflectiveness is presently at 42.3%. Members of ACC are interested in participating in an upcoming Fentanyl Awareness Safety Fair event on Saturday, November 6, 2021 at the North Lawn of the State Capitol, from 11:00 a.m. to 2:00 p.m.</p> <p>Priorities and Allocations Committee (PAC): The Priorities and Allocations Committee did not meet in October.</p> <p>Quality Advisory Committee (QAC): Richard Benavidez advised that</p>

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Sacramento TGA Bylaws*	<p>QAC met and reviewed Service Standard 04: Support Services. The Service Standard was condensed to address support services in general, rather than specific services which now have their own service standard. Motion to approve SSC04 Support Services was made by Jake Bradley-Rowe with a second by Ronnie Miranda and approved by consensus.</p> <p>Needs Assessment Committee (NAC): Ronnie Miranda advised that NAC did not meet but will review the Needs Assessment Survey Tool and its December meeting.</p> <p>Governance (Gov): Council Staff advised Michael Ungeheuer was unable to attend the meeting to address concerns with the Bylaws. The matter was tabled until the next meeting.</p>
Set October 27, 2021 HHSPC Agenda*	<p>A copy of the October 27, 2021 HHSPC Agenda was presented for review and approval. Motion to approve the amended Council Agenda was made by Jake Bradley-Rowe with a second by Ronnie Miranda. The Council Agenda was amended by adding the Council Chair election to the Agenda. Motion to approve the amended Council Agenda was made by Jake Bradley-Rowe with a second by Ronnie Miranda and was approved by consensus.</p>
Technical Assistance	<p>Those needing technical assistance can contact Kristina Kendricks-Clark, Richard Benavidez, Chelle Gossett or Paula Gammell. Richard Benavidez encouraged anyone needing technical assistance to contact himself prior to reaching out to Chelle Gossett or Paula Gammell due to their workload.</p>
Public Comments	<p>Council Staff noted that the next Executive Committee is scheduled for November 11, 2021, Veterans Day. Additionally, the only Committee scheduled to meet in November is the Affected Community Committee.</p>

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	<p>Council Staff presented a draft Agenda for the combined November/December Council meeting which is scheduled to be held on December 8, 2021. The Committee discussed whether or not to cancel or reschedule the Executive Committee meeting. It was also noted that any Committees meeting at the beginning of December, could have any necessary work product added to the December 8th Council Agenda. Motion to cancel the November Executive Committee and adopt the draft Council Agenda for December 8th, was made by Ronnie Miranda with a second by Jake Bradley-Rowe and approved by consensus.</p>
Adjournment	The meeting adjourned at 3:48 p.m.