

## **HIV HEALTH SERVICES PLANNING COUNCIL**

### **Meeting Minutes**

January 26, 2022 10am-12pm

10:06 a.m. to 11:49 a.m.

### **Meeting Location: Via Teleconference. No in-person meeting.**

Zoom Teleconference Info: 1-669-254-5252

Zoom Conference ID: 161 057 8708

Zoom Passcode: 454131

**Facilitator:** Richard Benavidez, Council Chair

**Scribe:** Paula Gammell and Emitai Bishop, County Staff

### **Meeting Invitees:**

- HIV Health Services Planning Council Members
- Open to the Public

**Council Member Attendees via Teleconference:** Dennis Poupart, Jake Bradley-Rowe, Janet Parker, Judy Vang, Kane Ortega, Kristina Kendricks-Clark, Melissa Willet, Melody Law, Michael Wofford, Minerva Reid, Richard Benavidez, Ronnie Miranda, Steve Austin, Tom Hannon, Tracy Jenkins, Tracy Thomas & Zachary B.

**Members Excused:** Chelle Gossett, Michael Ungeheuer & Williams Rhodes

**Members Absent:** Ashakie Phillips, Beth Valentine, Charles McDonald, David Contreras

**Guests:** Tara Raoufi, Delton Johnson, Lili Joy, Clarmundo Sullivan, Wanda Vasquez, and Paul Curtis.

Topic	Minutes
Welcome, Introductions and Announcements	<p>Jake Bradley-Rowe has announced that his last day with Sunburst will be 2/4/2022. He will become an executive with a different company within Sacramento County. Any questions will be handled now by Paul Curtis, Interim Executive Director for Sunburst Projects. His email address is <a href="mailto:paul@sunburstprojects.org">paul@sunburstprojects.org</a>.</p> <p>The NorCal AIDS Cycle will be held 5/21-22/2022. It will depart from Discover Park on both days. Please sign up if you haven't already.</p>
Council Vice-Chair Appointment	<p>Kristina Kendricks-Clark was the only candidate for Vice Chair. Richard Benavidez directly appointed Kristina.</p>
Agenda and Minutes Review*	<p>A copy of the January 2022 Agenda was presented for review and approval. Motion to approve Agenda as presented was made by Ronnie Miranda with a second by Poupart and approved by consensus.</p> <p>A copy of the December 2021 Minutes was presented for review and approval. Motion to approve Minutes as presented was made by Tracy Jenkins with a second by Steve Austin. Kane Ortega noted a typo on page 5, top paragraph, line five: "more" should be corrected to "move". A motion to amend the Minutes as noted was made by Kane Ortega with a second by Dennis Poupart and approved by consensus.</p>
Presentation: Healing Waters	<p>Nonprofit organization since 1996. Healing Waters Wilderness Adventures exists to help its participants step outside of life, if only briefly. They offer incredibly fun weekend and weekday trips open to people living with HIV and AIDS. Our trips have been designed specifically with the special needs of individuals living with HIV/AIDS in mind. For low fees, they are able to provide transportation, insurance, accommodation (tents, sleeping bags and pads), equipment, instruction, and any warm clothing you may need including rain jackets, wool socks, and much more. The meals they provide are specially designed to be high in protein and nutritionally balanced as well. They also welcome caregivers and partners on our trips regardless</p>

Topic	Minutes
	<p>of their HIV status, for the same low price. Participants are provided fresh snacks for the 2<sup>nd</sup> part of the trip. Children as young as 7 are allowed on trips. When you return to camp, appetizers are waiting for you. Hot showers are available and dinner will be served. Lights go out at 10:00 p.m. Breakfast is served the following day. Pictures will then be shared. Healing Waters provides all transportation to and from campsite. All meals are provided. Most of the trips are overnight. There are weekday trips with youth groups and Winter Cabin Trips happen in Bear Valley, between January and March. Sea Kayaking trips are between September and November. Some trips are same day trips or others are overnight trips. All trips are volunteer-based outings.</p> <p>If you would like to volunteer, there will be an open house at Southside Park on March 13, 2022, at 1 p.m. They are looking for cooks, river guides and hosts.</p> <p>Any COVID restrictions? Yes please continue to wear your masks. Please wear it while traveling to and from campsites, but they are not needed while on the river.</p>
Office of AIDS (OA) Update January 2022	Council Staff presented the OA Voice to participants as the State Office of AIDS representative, Tracy Lee, was unable to attend. Participants were encouraged to read the newsletter. For questions regarding this issue of <i>The OA Voice</i> , please send an e-mail to <a href="mailto:angelique.skinner@cdph.ca.gov">angelique.skinner@cdph.ca.gov</a> .
CPG/HIV/STI Prevention Updates	<p>California Planning Group: Richard Benavidez advised that the California Planning Group has sets its goal through the end of 2022. They have created a new committee addressing Methamphetamines with a webinar to be held on 2/10/22.</p> <p>County of Sacramento Updates</p> <ul style="list-style-type: none"> <li>• In-person testing events have been cancelled this month due to COVID.</li> <li>• Hired another Navigator, Jennifer Mariano. Will be helping Elaine with PrEP and also Navigation for Patients who need referrals for other services, etc. She is</li> </ul>

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	<p>Spanish speaking.</p> <ul style="list-style-type: none"> <li>• <a href="http://www.TakeMeHome.org">www.TakeMeHome.org</a> Home testing program is about to go live with STI testing and PrEP Panels (already offering HIV testing).</li> </ul> <p>Sunburst Projects will begin providing HIV testing with a “soft opening” on 2/1/22.</p> <p>Free COVID Tests are available via <a href="http://covidtests.org">covidtests.org</a></p>
<p><u>Fiscal Agent Reports</u> November 2021 Part A Monthly Fiscal Report*</p> <p>November 2021 Part B Monthly Fiscal Report</p> <p>November 2021 COVID Monthly Fiscal Report</p>	<p>A copy of the FY21 November Part A Monthly Fiscal Report was presented for review and approval. Expenditures should be at 75%. El Dorado’s expenditures are at 76.3% whereas both Placer and Sacramento are under-spending at 61.8% and 59.43% respectively. Thankfully, the United States Human Resources and Services Administration (HRSA) has waived the legislation limitation on carryover so the TGA will not incur any penalties for under-spending. Motion to approve the FY21 November Part A Monthly Fiscal report as presented was made by Kane with a second by Richard Benavidez and was approved by consensus.</p> <p>A copy of the FY21 November Part B Monthly Fiscal Report was presented for informational purposes. Expenditures should be at 66%. Both Yolo and Sacramento Counties are under-spending.</p> <p>A copy of the FY21 November COVID Monthly Fiscal Report was presented for informational purposes. Both El Dorado and Placer have spent 100% of their funds. Money is being reallocated in Sacramento to increase spending and meets the needs of clients.</p> <p>SOA Ending the HIV Epidemic Update: The County van has arrived for mobile services. The van was ordered by Primary Health Services who will be partnering with the Sexual Health Promotion Unit for Wellness Without Walls targeting HIV services for hard to reach populations including unhoused individuals.</p> <p>HRSA Part A Ending the Epidemic Update: The Sexual Health Clinic continues its</p>

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FY21 Third Quarter Fiscal Agent Report	<p>efforts to expand services. HRSA will be conducting a virtual site visit February 8-10, 2022.</p> <p>A copy of the FY21 Third Quarter Fiscal Agent Report was presented for informational purposes. There was a robust conversation regarding transportation and whether or not it is a service barrier as indicated in the report. Tracy Thomas advised that Sacramento Regional Transit (SacRT) has increased their routes on Sundays. Kane Ortega advised that he experiences bus route cancellations and delays. Clarmundo Sullivan, via the Zoom chat, advised that he also experiences cancellations. Ronnie Miranda, via the Zoom chat, provided the Customer Advocacy for SacRT, 916-557-4545. Jake Bradley-Rowe advised that transportation barriers can include geographic and environmental issues including travel time, stop location, and safety, among others. Someone mentioned that people can also utilize Smart Ride. Minerva Reid advised that she has bad knees which makes utilizing the bus a challenge and that some riders are physically intimidating to her. Melissa Willett advised that clients in the rural counties can spend upwards of ten hours on public transportation with multiple transfers to get to and from medical appointments.</p>
Committee Updates	<p><b>Administrative Assessment Committee (AdAC):</b> Richard Benavidez advised that will meet next to complete FY21 Year End Assessment on 06/10/22.</p> <p><b>Affected Communities Committee (ACC):</b> Richard Benavidez advised that the Council reflectiveness is presently at 41.7%.</p> <p><b>Priorities and Allocations (PAC):</b> Jake Bradley-Rowe advised that PAC will be meeting next on 2/14/22.</p> <p><b>Quality Advisory Committee (QAC):</b> Richard Benavidez advised that will meet next on February 1, 2022.</p> <p><b>Needs Assessment Committee (NAC):</b> Ronnie Miranda advised that the Committee met and reviewed the Needs Assessment Survey Tool which is presented</p>

Topic	Minutes
	<p>for review and approval. Council Staff advised that changes were made to the survey tool based on feedback and review in attempt to make the tool more user-friendly and illicit better results. In Section 1, Services Needs and Barriers to Care, barriers were added for each service category to determine what, if any, are the barriers per service. It was noted that Column A in that Section 1 was redundant with Column B and that Column A should read "Did Not Need" instead. It was also noted that Column C should use an arrow or otherwise reference the need to identify one of the barriers in columns D - H.</p> <p>In Section 2, Resource Needs, there was discussion as to whether or not clients actually know what insurance/benefits they receive. The Council decided to add "Do Not Know" to the insurance question.</p> <p>Motion to approve the Needs Assessment Survey Tool with the changes discussed was made by Dennis Poupart with a second by Richard Benavidez and was approved by consensus.</p> <p><b>Governance (GOV):</b>  A copy of the Bylaws that were previously approved at the December 2021 Council meeting were presented for review and approval as additional edits were suggested. On page 9, under Section 5.4, Executive Committee, there was further discussion regarding the Executive Committee structure and number of members.</p> <p>The structure of the Executive Committee is that the Chair of each subcommittee is a member of the Executive Committee. However, as Richard Benavidez is Chair of several committees, it reduces the number of participants on the Executive Committee. Richard discussed this at the Affected Communities Committee on 1/3/22 as well. Kane Ortega is willing to assume the Chair of the Affected Communities Committee unless someone else is interested. Tracy Thomas noted that the lack of participants on the Executive Committee is symptomatic of the lack of participation by the Council members themselves.</p>

<b>Topic</b>	<b>Minutes</b>
	<p>Dennis Poupart suggested not tying the minimum number of participants to a particular member but rather that the Committee be comprised of the Chairs of the subcommittees.</p> <p>Motion to approve the Bylaws as presented was made by Zach B. with a second by Minerva Reid and were approved by consensus.</p>
Binder Updates	N/A
Technical Assistance Needs	Please address all questions or/and concerns to either Richard Benavidez and/or Kristina Kendricks-Clark
Public Comments	Council Staff thanked Ronnie Miranda for pointing out that the teleconference call-in phone number was missing from the Agenda. The Agenda has been updated so it is not missing in the future.
Adjournment	Meeting adjourned 11:49 am Next meeting: February 23, 2022