

HIV HEALTH SERVICES PLANNING COUNCIL Executive Committee

Meeting Minutes

February 10, 2022, 3:00 p.m. to 5:00 p.m.

Meeting Location:

Teleconference Meeting Only

Facilitator: Richard Benavidez –Council Chair

Scribe: Paula Gammell - Staff

Committee Member Attendees:

Via Teleconference: Richard Benavidez – ACC, AdAC, QAC and Council Chair,
Jake Bradley-Rowe –PAC Chair, and Kristina Kendricks-Clark – Vice Chair

Members Excused: Ronnie Miranda - NAC Chair, Chelle Gossett - Fiscal Agent, Michael Ungeheuer –
Governance Chair

Members Absent: N/A

Guests: N/A

Topic	Minutes
Welcome, Introductions and Announcements	Jake Bradley-Rowe has resumed the Executive Director duties at Sunburst Projects. Their next golf tournament fundraiser is scheduled for October 15, 2022.
February 2022 Agenda Review* January 2022 Minutes Review*	<p>A copy of the February 2022 Agenda was presented for review and approval. Motion to approve the Agenda was made by Jake Bradley-Rowe with a second by Kristina Kendricks-Clark and was approved by consensus.</p> <p>A copy of the January 2022 Executive Committee Minutes was presented for review and approval. Motion to approve the Minutes as presented was made by Kristina Kendricks-Clark with a second by Richard Benavidez. Discussion noted a correction on page 2. Motion to amend the Minutes as noted was made by Richard Benavidez with a second by Kristina Kendricks-Clark and were approved by consensus.</p>
FY21 December Part A Fiscal Report* FY21 December Part B Fiscal Report FY21 December COVID Fiscal Report	<p>A copy of the FY21 Part A December Fiscal Report was presented for review and approval. Discussion noted that while the TGA is underspending, this is a program-wide issue with other EMA/TGAs as well. HRSA has waived the 5% carryover limitation as well. Motion to approve the Part A November Monthly Report as presented was made by Jake Bradley-Rowe with a second by Kristina Kendricks-Clark and approved by consensus.</p> <p>A copy of the FY21 Part B December Fiscal Report was presented for review and approval. Discussion noted that while the TGA is underspending, this is a State-wide issue with other EMA/TGAs as well.</p> <p>A copy of the FY21 December COVID Fiscal Report was presented for informational purposes.</p>

Topic	Minutes
State Office of AIDS – Ending the Epidemic Grant Update	The Wellness without Walls mobile van has been delivered. Staff are meeting next week to discuss details on starting services.
HRSA – Ending the Epidemic Grant Update	The Ryan White HIV Clinic continues to struggle with construction and personnel hiring issues.
Committee Updates:	<p>Administrative Assessment Committee (AdAC): The next meeting is scheduled for June 10, 2022. Participants must sign a Confidentiality Agreement to participate.</p> <p>Affected Communities Committee (ACC): Richard Benavidez informed that Reflectiveness is presently at 41.7%. The Committee reviewed a draft of the Spring Positive Advocate this month.</p> <p>Priorities and Allocations Committee (PAC): Jake Bradley-Rowe informed the Priorities and Allocations Committee will be meeting on February 14, 2022.</p> <p>Quality Advisory Committee (QAC): Richard Benavidez informed that the Quality Advisory Committee met and updated its FY22 Work Plan which was presented for informational purposes.</p> <p>Needs Assessment Committee (NAC): Council Staff advised that the Survey Tool is finalized. Staff will be reaching out to Providers to determine survey sessions.</p> <p>Governance (Gov): Council Staff advised that Governance had no documents to review at this time.</p>
Set February 23, 2022	A copy of the February 23, 2022 HHSPC Agenda was presented for review

Topic	Minutes
HHSPC Agenda*	and approval. Motion to approve the updated Council Agenda was made by Jake Bradley-Rowe with a second by Richard Benavidez and was approved by consensus.
Technical Assistance	Richard Benavidez encouraged anyone needing technical assistance to contact himself prior to reaching out to Paula Gammell due to her workload.
Public Comments	None noted.
Adjournment	The meeting adjourned at 4:03 p.m.