

# HIV HEALTH SERVICES PLANNING COUNCIL – Needs Assessment Committee (NAC)

## Meeting Minutes

March 1, 2022, 3:00 p.m. to 4:30 p.m.

### Meeting Location:

Zoom Meeting

**Facilitator:** Ronnie Miranda - Chair

**Scribe:** Paula Gammell, Council Staff

### Committee Member Attendees:

- Ronnie Miranda, Kristina Kendricks-Clark, and Zach B

**Members Excused:** Richard Benavidez, Dennis Poupart and Jake Bradley-Rowe

**Guests:** N/A

Topic	Minutes
Welcome, Introductions and Announcements	As Zach B. has assumed the duties of Chair of the Affected Communities Committee, he is stepping down from the Quality Advisory Committee and Needs Assessment Committee.
Agenda*	Motion to approve the Agenda as presented was made by Zach B. with a second by Kristina Kendricks-Clark and approved by consensus.

<b>Topic</b>	<b>Minutes</b>
December 2021 Minutes*	Motion to approve the Minutes of December 2021 as presented was made by Kristina Kendricks-Clark with a second by Zach B. and approved by consensus.
Needs Assessment Survey Update*	We have a final completed version of the Needs Assessment Survey. Due to Council Staff work conflicts, Council Staff is unlikely to begin the survey process until after May 1 <sup>st</sup> , 2022.
NAC Self-Assessment	Copies of the Self-Assessment form were emailed to members to complete.
FY22 NAC Overview*	A draft of the FY22 NAC Overview was presented for review and approval. There were no changes to the Overview other than to change the name of the Council Chair from Kristina Kendricks-Clark to Richard Benavidez and the date the document is to be signed. Motion to approve the Overview as presented was made by Kristina Kendricks-Clark with a second by Zach B. and was approved by consensus.
FY22 NAC Work Plan*	A draft of the FY22 NAC Work Plan was presented for review and approval. The only changes to the Work Plan were to update dates/years to reflect FY2022. Motion to approve the Overview as presented was made by Zach B. with a second by Kristina Kendricks-Clark and was approved by consensus.
Technical Assistance	If in need of Technical Assistance regarding Committee activities, please contact the Council Chair, Richard Benavidez, or Council Staff.
Public Comments	None noted.
Adjournment	Adjourned: 3:18 p.m.                      Next meeting: June 7, 2022