

HIV HEALTH SERVICES PLANNING COUNCIL Executive Committee

Meeting Minutes

September 8, 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 –Council Chair, Zach B. – ACC Chair, Jake Bradley-Rowe –PAC Chair, Melissa Willett – AdAC Chair, Chelle Gossett - Recipient, and Kristina Kendricks-Clark – Vice Chair

Members Excused: Ronnie Miranda – NAC Chair and Michael Ungeheuer – Governance Chair

Members Absent: N/A

Guests: N/A

Topic	Minutes
Welcome, Introductions and Announcements	<p>Meeting began at 3:05 p.m.</p> <p>Sunburst Projects' Annual Golf Tournament is being held on Saturday, October 15, 2022.</p> <p>PFLAG is hosting a Trans Day of Remembrance event on November 19, 2022, from 6:30 p.m. to 8:00 p.m. at Trinity Episcopal Cathedral.</p> <p>Sierra Foothills AIDS Foundation is hosting a Monkeypox vaccination clinic on September 13, 2022.</p>
Public Comments	<p>Zach B. advised that he was informed that One Community Health is not providing Monkeypox Vaccinations to anyone with a CD4 count over 200.</p>
September 2022 Agenda Review*	<p>A copy of the September 2022 Agenda was presented for review and approval. Motion to approve the Agenda was made by Jake Bradley-Rowe with a second by Zach B. Discussion not a correction to the Agenda indicating the Council Agenda review was an action item. Jake Bradley-Rowe amended his motion to approve the Agenda with the changes noted. The amended motion was seconded by Melissa Willett and was unanimously approved.</p> <p>Approved: Gossett, Bradley-Rowe, Willett, Benavidez, Zach B. Opposed: None Abstained: None</p>
August 2022 Minutes Review*	<p>A copy of the August 2022 August Committee Minutes was presented for review and approval. Motion to approve the Minutes as presented was made by Melissa Willett with a second by Zach B. No corrections or changes were noted. Motion was unanimously approved.</p> <p>Approved: Gossett, Bradley-Rowe, Willett, Benavidez, Zach B.</p>

Topic	Minutes
	<p>Opposed: None Abstained: None</p>
<p>FY22 July Part A Fiscal Report*</p>	<p>A copy of the FY22 July Part A Monthly Fiscal Report was presented for review and approval. Expenditures through June should be within 41%. Overall, Sacramento’s expenditures are on target at 38.9%. El Dorado County is 36.2% expended and Placer has expended 41.9% of its funds. Motion to approve the FY22 July Part A Fiscal Report was made by Zach B. with a second by Richard Benavidez. Motion was approved with one abstention.</p> <p>Approved: Bradley-Rowe, Willett, Benavidez, Zach B. Opposed: None Abstained: Gossett</p>
<p>FY22 July Part B Fiscal Report</p>	<p>A copy of the FY22 July Part A Monthly Fiscal Report was presented for informational purposes.</p>
<p>State Office of AIDS – Ending the Epidemic Grant Update</p>	<p>The Wellness without Walls mobile van has been delivered and efforts are being made to coordinate services.</p>
<p>HRSA – Ending the Epidemic Grant Update</p>	<p>The carryover request has been submitted. Construction at the Clinic is finished and equipment is being delivered. There are four new exam rooms.</p>
<p>RFP Update</p>	<p>The RFP was released yesterday, September 7, 2022.</p>

Topic	Minutes
Committee Updates:	<p>Administrative Assessment Committee (AdAC): The Administrative Assessment Committee will meet next on Thursday, November 17, 2022.</p> <p>Affected Communities Committee (ACC): Zach B. informed that ACC did not meet in September and that reflectiveness is 36.4% due to recent membership changes.</p> <p>Priorities and Allocations Committee (PAC): PAC will be meeting on Monday, September 12, 2022, to discuss FY22 Reallocation and FY23 Grant Application Allocations. Motion to move the FY22 Reallocation and FY23 Grant Application Allocations directly to the Council meeting on September 28, 2022 was made by Zach B. with a second by Richard Benavidez. Motion was unanimously approved.</p> <p style="padding-left: 40px;">Approved: Gossett, Bradley-Rowe, Willett, Benavidez, Zach B. Opposed: None Abstained: None</p> <p>Quality Advisory Committee (QAC): The Chair position for QAC is currently vacant. Kristina Kendricks-Clark has submitted her name as a potential Chair. A vote will be held at the September Council meeting.</p> <p>QAC met and discussed the post card survey. The committee reviewed the number of unduplicated clients in each service between March 1 and August 31st. In an effort to increase the potential responses, the Committee decided to print surveys for each person who received a service in a category where there were 50 or fewer people having received the service through August 31st. If the service had more than 50 clients during the period, there would be a minimum of 50 surveys distributed or 25% of the category, whichever is</p>

Topic	Minutes
	<p>higher.</p> <p>Needs Assessment Committee (NAC): NAC met and discussed the Needs Assessment Survey. There have been 62 Needs Assessment Surveys completed to date. 20 surveys were also distributed to CommuniCare. There are more still pending in El Dorado and Placer Counties. The goal is 200 surveys.</p> <p>Governance (Gov): No report.</p>
September 28, 2022 HHSPC Agenda*	<p>A draft copy of the September 28, 2022 HHSPC Agenda was presented for review and approval. Motion to approve the Agenda as presented was made by Richard Benavidez with a second by Melissa Willett. Discussion resulted in updating the Attachments to include the FY23 Grant Application Allocations.</p> <p>Motion to approve the amended Agenda as noted was made by Richard Benavidez with a second by Zach B. and was unanimously approved.</p> <p style="padding-left: 40px;">Approved: Gossett, Bradley-Rowe, Willett, Benavidez, Zach B., Kendrick-Clark</p> <p style="padding-left: 40px;">Opposed: None</p> <p style="padding-left: 40px;">Abstained: None</p>
Technical Assistance	Richard Benavidez encouraged anyone needing technical assistance to contact himself.
Adjournment	The meeting adjourned at 3:52 p.m.