

HIV HEALTH SERVICES PLANNING COUNCIL – Priorities and Allocation Committee (PAC)

Meeting Minutes

September 12, 2022, 10:00 a.m. to 12:00 p.m.

Meeting Location:

Via teleconference only

Facilitator: Jake Bradley-Rowe, Chair

Scribe: Danielle Caravella and Paula Gammell, Council Staff

Committee Member Attendees:

Chelle Gossett (Ex-Officio), Dennis Poupart, Jake Bradley-Rowe, Liane Bruckstein, Richard Benavidez, Ronnie Miranda, and Tami Emslie.

Members Excused: Keshia Lynch

Members Absent: Melissa Willett

Guests: Kristina Kendricks-Clark

Topic	Minutes
Welcome, Introductions and Announcements	<p>Meeting began at 10:04 a.m.</p> <p>Sunburst Projects is holding their annual golf tournament on October 15th; more information can be found on their website at sunburstprojects.org.</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>The Ryan White RFP has been released. The Proposers Conference is September 20th at 1PM, but you must register by September 16th at 5PM to participate. All information can be found in the RFP posted on the County Contracts Website.</p>
Public Comments	None noted.
Agenda and Minutes	<p>The Agenda was presented for review and approval. Richard Benavidez motioned to approve the Agenda as presented with a second by Liane Bruckstein. No corrections or changes were noted. The motion was unanimously approved.</p> <p>Approved: Gossett, Poupart, Bradley-Rowe, Bruckstein, Benavidez, Miranda, and Emslie. Opposed: None Abstained: None</p> <p>A copy of the August 18th, 2022 Minutes was presented. Ronnie Miranda motioned to approve the Minutes as presented with a second by Dennis Poupart. No corrections or changes were noted. The motion was unanimously approved.</p> <p>Approved: Gossett, Poupart, Bradley-Rowe, Bruckstein, Benavidez, Miranda, and Emslie. Opposed: None Abstained: None</p>

Topic	Minutes
Conflicts of Interest	<p>Council Staff recited the Conflicts of Interests for each attendee.</p> <p>Liane Bruckstein and Kristina Kendricks-Clark with Harm Reduction Services: Medical Case Management, MAI Medical Case Management, and Medical Transportation</p> <p>Dennis Poupart and Ronnie Miranda: None</p> <p>Chelle Gossett (Ex-Officio) with the County of Sacramento: None</p> <p>Richard Benavidez with Sierra Foothills AIDS Foundation: Medical Case Management, Ambulatory Care, Mental Health, Emergency Financial Assistance, Housing, Outpatient Substance Abuse Services, Oral Health and Medical Transportation in El Dorado and Placer County</p> <p>Tami Emslie with UC Davis Pediatric Infectious Disease: Medical Case Management, Ambulatory Care, and Medical Transportation</p> <p>Jake Bradley-Rowe with Sunburst Projects: Medical Case Management, Mental Health Services, Medical Transportation, Child Care Services, and Emergency Financial Assistance</p>

Topic	Minutes
FY22 Reallocation Memo*	<p>Chelle Gossett Presented the FY22 Reallocation Memo. It was determined that \$110,569 was available for reallocation of the requested \$233,806. The recommendations included:</p> <ol style="list-style-type: none"> 1. Reallocate \$6,500 to the Outpatient Ambulatory Care Service category in Sacramento County 2. Reallocate (\$31,331) from the Oral Health Care Service category in Sacramento County 3. Reallocate \$54,069 to the Medical Case Management Service category 4. Reallocate \$3,500 to the Non-Medical Case Management Service category 5. Reallocate \$40,000 to the Mental Health Service category 6. Reallocate \$6,500 to the Medical Transportation Service category 7. Reallocate (\$42,000) from the Substance Abuse-Outpatient Service category 8. Reallocate (\$5,000) from the Substance Abuse-Residential Service category 9. Reallocate (\$8,838) from the Child Care Service category 10. Reallocate (\$11,000) from the Medical Nutrition Therapy Service category 11. Reallocate (\$12,400) from the Outreach Service category 12. There was a request to remove all of the funding (\$10,821) from the Health Insurance Cost Sharing Assistance. It was recommended the funding remain in this category as the funding has typically been spent in November, December, and January. <p>Richard Benavidez motioned to accept the FY22 Reallocation Memo as presented and Ronnie Miranda seconded the motion. After discussion, Richard Benavidez amended his motion to accept FY22 Reallocation Recommendations as follows: Reallocate \$6,500 to the Outpatient Ambulatory Care Service category, Reallocate (\$31,331) from the Oral Health Care Service category, Reallocate \$54,069 to the Medical Case Management Service category, Reallocate \$3,500 to the Non-Medical Case Management Service category, Reallocate \$40,000 to the Mental Health</p>

Topic	Minutes
	<p>Service category, Reallocate \$6,500 to Medical Transportation Service category, Reallocate (\$42,000) from the Substance Abuse-Outpatient Service category, Reallocate (\$5,000) from Substance Abuse-Residential Service category, Reallocate (\$8,838) from Child Care Service category, Reallocate (\$11,000) from Medical Nutrition Therapy Service category, and Reallocate (\$12,400) from Outreach Service category. Dennis Poupart seconded the amended motion.</p> <p>Members voted on each service category being recommended for Reallocation and those with Conflicts of Interest abstained. The FY22 Reallocation Recommendations by service category were approved and moved to Council. The vote can be found on page 10.</p>
FY23 Allocations*	<p>Jake Bradley-Rowe presented the FY23 Part A Application Request for discussion. This is an opportunity to discuss how the committee wants to request the use of the FY23 Part A Allocations.</p> <p>A motion to extend the meeting was made by Liane Bruckstein and seconded by Richard Benavidez. Liane Bruckstein amended her motion to extend the meeting by 30 minutes and Richard Benavidez seconded the amended motion. The motion was approved unanimously.</p> <p>Approved: Gossett, Poupart, Bradley-Rowe, Benavidez, and Miranda Opposed: None Abstained: Bruckstein and Emslie</p> <p>A motion to further extend the meeting by 15 minutes was made by Ronnie Miranda and seconded by Richard Benavidez. The motion was approved by majority.</p>

Topic	Minutes
	<p>Approved: Gossett, Bradley-Rowe, Bruckstein, Benavidez, and Miranda Opposed: Poupart Abstained: None</p> <p>Discussion and review of the past 3 years Requests and Actual Allocations, FY21 Carryover, FY22 Reallocation, Part B Funding, Provider Capacity, Insurance Billable Categories, and Community Need resulted in the recommendations below for FY23 Part A Allocations Request. The 75/25 Core/Support services requirement is met with these recommendations.</p> <p>Overall Request of \$2,946,844 El Dorado County: \$194,461, Placer County: \$197,501, Sacramento County: \$2,554,882 with a breakdown as follows:</p> <ul style="list-style-type: none"> Ambulatory/Outpatient Medical Care: \$461,261 Health Insurance Premiums: \$5,000 Oral Health Care: \$273,647 Medical Case Management Services: \$850,000 Non-Medical Case Management: \$54,582 Food Bank/Home Delivered Meals: \$32,500 Mental Health Services: \$439,752 Medical Transportation Services: \$78,333 Substance Abuse Services – Outpatient: \$186,661 Substance Abuse Services – Residential: \$63,408 Housing Assistance: \$21,861 Child Care Services: \$20,000 Emergency Financial Assistance: \$20,389 Medical Nutritional Therapy: \$10,220 Health Education Risk Reduction: \$4,768

Topic	Minutes
	<p>Dennis Poupart motioned to accept the FY23 Part A Allocation recommendations listed above and Ronnie Miranda seconded the motion. Members voted on each service category being recommended and those with Conflicts of Interest abstained. The FY23 Part A Allocations by service category were approved and moved to Council. The vote can be found on page 11.</p>
<p>Meeting Frequency Discussion</p>	<p>Paula reported that PAC used to meet on the first Wednesday of the month from 10AM-12PM, but had changed it to the second Monday of the month due to a meeting conflict for the Planning Council Staff Member. Conducting the PAC meeting on the first Wednesday of the month allows for information to be sent timely to the Executive Committee which meets on the second Thursday of the month. There is also the fact that PAC will most likely have nothing to discuss until December or January when we revisit Reallocation. The Council doesn't want to give the perception to the community that they are frequently canceling meetings, but the reality is that there is no business to be discussed. As there was 3 minutes left in the meeting, it was decided to table the Meeting Frequency Discussion until the next meeting in November, as the October meeting falls on a County Holiday.</p>
<p>Technical Assistance</p>	<p>If in need of technical assistance, members can reach out to the Council Chair, Richard Benavidez, or Council Staff for assistance.</p>
<p>Adjournment</p>	<p>12:44 p.m.</p>

County of Sacramento - Ryan White CARE Program Sacramento TGA HIV
Health Services Planning Council Priorities and Allocations Committee

Meeting Date: 9/12/2022

Seated Members	Signature	Agency/Affiliation
Chelle Gossett	Teleconference	Sacramento County Public Health
Dennis Poupart	Teleconference	N/A
Jake Bradley-Rowe	Teleconference	Sunburst Projects
Keshia Lynch	Excused	One Community Health
Liane Bruckstein	Teleconference	HRS
Melissa Willett	Absent	Sierra Foothills AIDS Foundation
Richard Benavidez	Teleconference	Sierra Foothills AIDS Foundation
Ronnie Miranda	Teleconference	N/A
Tami Emslie	Teleconference	UCD Pediatrics
Staff: Paula Gammell	Teleconference	Sacramento County Public Health
Staff: Danielle Caravella	Teleconference	Sacramento County Public Health

Guests

Kristina Kendricks-Clark	Teleconference	HRS

County of Sacramento - Ryan White CARE Program
 Sacramento TGA HIV Health Services Planning Council
 Priorities and Allocations Committee

Meeting Date: 9/12/2022

Seated Members	8/8/2022	8/18/2022	Agenda			Minutes			FY 22 Reallocation			Meeting Extension - 30 Mins			Meeting Extension - 15 Mins			FY 23 Allocations		
			Approve	Opposed	Abstain	Approve	Opposed	Abstain	Approve	Opposed	Abstain	Approv	Oppose	Abstain	Approv	Oppose	Abstain	Approve	Opposed	Abstain
Chelle Gossett	Yes	Yes	x			x						x			x					
Dennis Poupart	Yes	Yes	x			x						x				x				
Jake Bradley-Rowe	Excused	Yes	x			x						x			x					
Keshia Lynch	Yes	Yes																		
Liane Bruckstein	Yes	Yes	x			x			See Worksheet					x	x			See Worksheet		
Melissa Willett	Yes	Yes																		
Richard Benavidez	Yes	Yes	x			x						x			x					
Ronnie Miranda	Yes	Yes	x			x						x			x					
Tami Emslie	Yes	Yes	x			x								x						

	Motion	Richard Benavidez	Ronnie Miranda	Richard Benavidez	Liane Bruckstein	Ronnie Miranda	Dennis Poupart
	Second	Liane Bruckstein	Dennis Poupart	Ronnie Miranda	Richard Benavidez	Richard Benavidez	Ronnie Miranda
	Amended			Richard Benavidez	Liane Bruckstein		
	Motion						
	Amended						
	Second			Dennis Poupart	Richard Benavidez		

