

HIV HEALTH SERVICES PLANNING COUNCIL – Quality Advisory Committee (QAC)

Meeting Minutes

December 6, 2022, 2:00 p.m. to 3:00 p.m.

Meeting Location:

Zoom/Teleconference Call Only

Facilitator: Richard Benavidez, Council Chair

Scribe: Danielle Caravella and Paula Gammell, Council Staff

Committee Member Attendees:

- Richard Benavidez, Kristina Kendricks-Clark, and Jake Bradley-Rowe

Members Absent/Excused: None

Guests: None

Topic	Minutes	Vote
Welcome, Introductions and Announcements	<p>The meeting started at 2:10 PM.</p> <p>Jake Bradley-Rowe announced that Sunburst Projects is going to be closed from December 22nd to January 2nd for any in-office visits. Due to construction and the Holidays.</p> <p>Richard Benavidez shared that the LGBT Center did a great job with their World AIDS Day Event.</p>	N/A

Topic	Minutes	Vote
Public Comments	None noted.	N/A
Agenda* and Minutes*	<p>The December 2022 QAC Agenda was presented for review and approval. Motion to approve the Agenda as presented was made by Jake Bradley-Rowe with a second by Kristina Kendricks-Clark. After discussion, the facilitator's name for the meeting was changed to Richard Benavidez as Kristina Kendricks-Clark was under the weather. Jake Bradley-Rowe amended his motion to accept the agenda with the changes made and Richard Benavidez seconded the amended motion. The motion was passed with a majority.</p> <p>The Minutes of September 2022 was presented for review and approval. Motion to approve the Minutes as presented was made by Jake Bradley-Rowe with a second by Richard Benavidez. Richard Benavidez noted an error on page 2 under the agenda and minute's section, in the 3rd sentence of the last paragraph there was an erroneous letter c that needed to be removed. Jake Bradley-Rowe amended his motion to accept the changes made and Kristina Kendricks-Clark seconded the motion.</p>	<p>Approved: <i>Benavidez</i> <i>Bradley-Rowe,</i> <i>Kendricks-Clark</i></p> <p>Opposed: N/A Abstain: N/A</p> <p>Approved: <i>Benavidez</i> <i>Bradley-Rowe,</i> <i>Kendricks-Clark</i></p> <p>Opposed: N/A Abstain: N/A</p>
Post Card Survey	Post Card surveys have been mailed out to agencies. To date, the County has received back 129 of the 1,363 total Post Cards sent out. The return rate was around 11% in 2021.	N/A

Topic	Minutes	Vote
Public Comment	N/A	N/A
Technical Assistance	For Technical Assistance please contact Council Chair Richard Benavidez or Council Vice Chair Kristina Kendricks-Clark.	N/A
Adjournment	The meeting adjourned at 2:25 p.m. Next meeting: March 7, 2023	N/A