

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

### **Meeting Minutes**

June 6, 2023, 10:00 a.m. to 12:00 p.m.

### **Meeting Location:**

4600 Broadway Sacramento

**Facilitator:** Jake Bradley-Rowe, Chair

**Council Staff:** Angelina Olweny

### **Committee Member Attendees:**

Dennis Poupart, Jake Bradley-Rowe, Liane Bruckstein, Lenore Gotelli Melissa Willett, Richard Benavidez, Ronnie Miranda, Tami Emslie, Zach Basler.

**County Staff:** Danielle Caravella

**Members Excused:**

**Members Absent:** Josh Kooman, Keshia Lynch

**Guests:** Jessica Lara

<b>Topic</b>	<b>Minutes</b>
Welcome, Introductions and, Announcements	Meeting starts at 9:06 AM Introductions were made. No announcements
Public Comments- Agenda Items	None
<p data-bbox="65 542 436 841">Agenda Review*</p> <p data-bbox="65 846 436 1105">Minutes Review*</p>	<p data-bbox="443 542 1938 651">The June agenda was reviewed. Zach Basler motioned to approve the agenda as presented. Richard Benavidez seconded the motion.</p> <p data-bbox="443 656 1938 808">Approve: Jake Bradley-Rowe, Dennis Poupart, Liane Bruckstein, Melissa Willet, Richard Benavidez, Tami Emslie, Zach Basler. Oppose: N/A Abstain: N/A</p> <p data-bbox="443 813 1938 922">Liane Bruckstein motioned to accept the May minutes as presented and Dennis Poupart seconded the motion.</p> <p data-bbox="443 927 1938 1105">Approve: Jake Bradley-Rowe, Dennis Poupart, Liane Bruckstein, Melissa Willet, Richard Benavidez, Zachary Basler. Oppose: N/A Abstain: Tami Emslie</p>
COI	Committee members completed the Conflict of Interest Document which was shared and reviewed during the meeting.
FY24 Service Priorities*	The FY24 Service Priorities were discussed to be set and voted on. The most recent Needs Assessment provided information based on the client's reported needs. The committee discussed priorities for service needs. HRSA requires prioritization of every need even if it is not funded.

Topic	Minutes
	<p>Jake discussed that because provider’s do not have fully executed contracts there is no information on current demands and if there is overspending in any categories, representing an increased demand/need for that service. The recommendation was to leave service priorities the same as 2023 priorities because the committee put a lot of thought into consumers’ needs when they determined those rankings and made quite a few changes to the prior years. The agreement was that if there is a need to revisit service priorities the committee can revisit them when FY24 allocations are discussed to ensure they are in line with data as presented.</p> <p>The fiscal priorities have to be submitted with the grant application that the county submits in October. Richard Benavidez noted that the PAC’s top 5 service categories are the same as the needs in the Needs Assessment Report. Richard Benavidez motioned to accept the FY24 Service Priorities as discussed, and Liane Bruckstein seconded the motion. Committee members voted on each service category. Attached is a spreadsheet with the vote by each committee member.</p>
PAC Overview*	<p>The committee reviewed the PAC Overview document. The meeting schedule was discussed and it was revised to have no PAC meeting in July. Liane Bruckstein motioned to accept the PAC overview with the revised meeting schedule. Melissa Willet seconded the motion.</p> <p>Approve: Jake Bradley-Rowe, Dennis Poupart, Liane Bruckstein, Melissa Willet, Richard Benavidez, Tami Emslie, Zach Basler  Oppose: N/A  Abstain: N/A</p>
Technical Assistance	For technical assistance reach out to Richard Benavidez
Public Comment Non-agenda items	No public comment

<b>Topic</b>	<b>Minutes</b>
Adjournment	9:38 AM

