

Sacramento County
Department of Health Services
HIV Health Services Planning Council
June 28, 2023

HIV HEALTH SERVICES PLANNING COUNCIL

Meeting Minutes

June 28, 2023, 10:00 a.m. to 12:00 p.m.

Facilitator: Richard Benavidez, Council Chair

Scribe: Angelina Olweny, Council Staff

Council Member Attendees:

David Contreras, Dennis Poupart, Jake Bradley-Rowe, Kane Ortega, Kaye Pulupa, Kelly Gluckman, Keshia Lynch, Lenore Gotelli, Minerva Reid, Richard Benavidez, Shy Brown, Steven Austin, Zach Basler, Ronnie Miranda, Melissa Willett, Tracy Thomas

Members Excused: Melody Law, Yingjia Huang, Chelle Gossett, Kristina Kendricks-Clark, Judy Vang Beth Valentine, Josh Kooman, Michael Ungeheuer

Absent: N/A

Guests: Jessica Lara, Michelle Monroe, Liane Bruckstein, Troy Stermer, Mike Gloria, Christopher Kendrick-Stafford

County Staff: Danielle Caravella

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Topic	Minutes
Welcome, Introductions and, Announcements	Welcome, and introductions began at 10:08 AM Council members who haven't signed the membership policy agreement, COI, and Code of Conduct documents are required to be signed.
Public Comments- Action Items	No public comments.
Agenda Review* Minutes Review* May	Richard Benavidez noted that the wrong month was itemized on the June agenda. It should show June 2023 agenda instead of May 2023 agenda. Dennis Poupart motioned to accept the changes to the agenda with a second by Zach Basler. The motion passed with a majority. Please see the attached vote sheet for details. Richard Benavidez requested that his name be removed from the attendee list in the May minutes because he was not present at the meeting. Jake Bradley-Rowe motioned to accept the minutes with the changes made and Zach Basler seconded the motion. The motion passed with a majority. Please see the attached vote sheet for details.
SOA AIDS May 2023 Update	The June issue of OA Voice highlighted the strategic plan to end the epidemic, efforts to increase HIV testing by using take home tests, Increase the rates of insurance/benefits coverage for people living with HIV or on PrEP, Increase and Improve HIV prevention and Support Services for People who Use Drugs and links to data on new diagnoses of HIV infection, persons living with HIV infection and deaths among persons diagnosed with HIV infection for years 2017-2021.
Presentation: LGBT Center Update	Christi Gray was unable to attend the meeting to give the scheduled presentation.

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<p>CPG/HIV/STI Prevention Updates</p>	<p>California Planning Group is planning on releasing a strategic state plan for ending the HIV epidemic. CPG is also planning on releasing an infographic on HIV and aging.</p>
<p>FY23 March Part A Monthly Fiscal Report*</p> <p>FY23 March Part B Monthly Fiscal Report</p> <p>SOA Ending the HIV Epidemic Update</p> <p>FY22 Annual Recipient Report</p>	<p>The FY23 March Part A Monthly Fiscal report was presented for review and approval. The report only encompassed the first partial funding award from HRSA. The March Fiscal Report shows early expenditures for March. There were outstanding invoices for labs and transportation and rural medical case management at the time of the Planning Council Meeting on June 28th. Jake Bradley-Rowe motioned to accept the FY23 March Part A Report with a second from Kane Ortega. The motion passed with a majority. Please see the attached vote sheet for details.</p> <p>The FY23 March Part B Monthly Report was presented for information only.</p> <p>The FY22 Annual Report was included for informational purposes only. It highlights the program's successes and barriers in the past fiscal year. The information included in the report is submitted to HRSA as part of the program's year-end report. It's to note that the information on utilization and trends among clients highlighted in the report can be useful and insightful.</p>
<p>Committee/Work Group Updates</p> <p>Administrative Assessment Committee</p> <p>AdAC Overview*</p>	<p>Melissa Willet acknowledged attendees of the AdAC committee meeting on June 15th and gave a brief overview of the results from the FY22 year-end review. The next AdAC meeting will be on November 16th 2023 to hold the FY23 mid-year review</p> <p>The AdAC Overview was presented for review and approval. Changes made included updating the Committee Staff person contact information. Melissa Willet motioned to accept the AdAC overview with a second from Jake Bradley-Rowe. The motion passed with a majority. Please see the attached vote sheet for details.</p>

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<p>Affected Communities Committee</p>	<p>The PrEP Community Presentation highlighted the fact that 1 in 10 people knew what PrEP was. PrEP can be prescribed to minors from the ages of 12 years and up and there is funding to support the distribution of PrEP. Zach Basler suggested that committee members inform their clients about the Community Conversation events at the LGBT Center to boost attendance. There will be a meeting on July 19th at 6:00 PM that will be focused on ending the HIV epidemic.</p> <p>Reflectiveness is at 33%. The goal is to have more representation of women, transgender individuals, and Native Americans living with HIV.</p>
<p>Priorities and Allocations Committee</p> <p>FY24 Priorities*</p> <p>PAC Overview* Quality Advisory Committee</p>	<p>The PAC Committee presented their recommendations for the FY24 priorities for review and approval. They recommended to leave the service priorities for FY24 the same as the 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. However, they are open to revisiting the service priorities if needed. Richard Benavidez motioned to accept the FY24 service categories as presented, and Kane Ortega seconded the motion. The motion passed with a majority. Please see the attached vote sheet for details.</p> <p>The PAC overview document was presented for review and approval. It had a change of contact information to Angelina Olweny at Valley Vision. The meeting schedule was adjusted to reflect that no meetings will be held in July. Kane Ortega motioned to accept the PAC Overview as presented and Dennis Poupart seconded the motion. Please see the attached vote sheet for details.</p>
<p>FY22 Post Card Survey Findings</p>	<p>The FY22 Post Card Survey Findings were presented for informational purposes. It gives important feedback regarding each service category provided by the Ryan White Program. The County received 236 returned postcard surveys with a 17.3 percent response rate. Committee members shared ideas about how to increase the survey response rate. One possible way is to</p>

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<p>FY22 Client Satisfaction Survey Findings</p>	<p>share information about the survey in a bulleted document for case managers and encourage clients to complete the survey and inform them about the importance of the postcard survey.</p> <p>The FY22 Client Satisfaction Survey Findings were presented for informational purposes. Clients gave feedback about agency specific satisfaction on services received from Ryan White providers. Feedback included verbatim comments from clients and providers were encouraged to share the results with their staff.</p>
<p>Needs Assessment Committee</p>	<p>The FY22 Needs Assessment report was presented for informational purposes. The information included in the report highlighted the services with the greatest need and the greatest unmet need. The highest ranked service for unmet need was oral health. The Needs Assessment confirmed that the top funded service categories are in line with the highest need service categories. Lili Joy asked that members reach out to her and provide recommendations on future service needs that could reframe the information collected.</p>
<p>FY22 Needs Assessment Report</p>	<p>A question was asked as to whether the Needs Assessment addressed the needs of women with HIV. It was pointed out the Needs Assessment covered all gender demographics. The Needs Assessment Committee shared that they plan to conduct a mini-needs assessment on the HIV and Aging population for FY23. HIV and aging is a topic that needs to be spotlighted because the social determinants of health reveal that there is an unmet need in this population. There are discussions about how to address the service need of the aging HIV population and the committee hopes this mini-assessment will provide insight on what services this population will need.</p>
<p>Executive Committee</p>	<p>The updates from the various committees were discussed in the last executive committee meeting.</p>
<p>Ad Hoc Work Group</p>	<p>The Ad Hoc workgroup shared that they have been looking at ways to improve the council's website and have discussed social media strategies to increase awareness and recruitment.</p>

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<p>Governance GOV-01 Committee Development*</p> <p>GOV-10 Officer Elections</p>	<p>The Council was presented with Governance-01 and Governance-10 documents for review and approval. The changes were indicated in red. Zach Basler motioned to accept the Governance 01 document as presented with a second from Melissa Willett. The motion passed with a majority. Jake Bradley-Rowe motioned to accept the Governance 10 document as presented, and Zach Basler seconded the motion. The motion passed with a majority. Please see the attached vote sheet for details.</p>
<p>Binder Update</p>	<p>The County is working on binder updates including the approved overview's and governance documents from this meeting. These documents will be shared once they are complete.</p>
<p>Public Comments Non-Agenda Items</p>	<p>Danielle Caravella reminded the Council that everyone needs to sign the member acknowledgement because it is a Council requirement.</p>
<p>Tech Assistance</p>	<p>For technical assistance, reach out to Richard Benavidez.</p>
<p>Adjournment</p>	<p>11:40AM.</p>

Meeting Date: 6/28/23

Seated Members	Agenda			Minutes			FY23 Part A			AdAC Overview			FY 24 Priorities			PAC Overview			Gov 01 CD			Gov 10 CD		
	Approv	Opposed	Abstain	Approv	Opposed	Abstain	Approv	Opposed	Abstain	Approv	Oppose	Abstain	Approv	Opposed	Abstain	Approv	Opposed	Abstain	Approv	Opposed	Abstain	Approv	Opposed	Abstain
Beth Valentine																								
Chelle Gossett																								
Christopher Kendrick Stafford																								
David Contreras	X			X			X			X					X			X			X			
Dennis Poupart	X			X			X			X					X			X			X			
Jake Bradley-Rowe	X			X			X			X					X			X			X			
Josh Kooman																								
Judy Vang																								
Kaye Pulupa			X			X			X			X					X			X			X	
Kane Ortega	X						X			X					X			X			X		X	
Kelly Gluckman	X						X					X			X			X			X		X	
Keshia Lynch										X					X			X			X		X	
Kristina Kendricks-Clark																								
Lenore Gotelli	X			X			X			X					X						X		X	
Melissa Willett							X			X					X						X		X	
Melody Law																								
Michael Ungeheuer																								
Minerva Reid	X			X			X			X					X			X			X		X	
Richard Benavidez	X			X			X			X					X			X			X		X	
Shy Brown	X			X			X			X					X			X			X		X	
Steve Austin	X			X			X			X					X			X			X		X	
Tracy Thomas			X			X			X	X							X			X		X		X
Yingjia Huang																								
Zach B.	X			X			X			X					X			X			X		X	

Motion	Kane Ortega	Jake Bradley-Rowe	Jake Bradley-Rowe	Melissa Willett		Kane Ortega	Zach Basler	Jake Bradley-Rowe
Second	Lenore Gotelli	Zach Basler	Kane Ortega	Jake Bradley-Rowe		Dennis Poupart	Melissa Willett	Zach Basler

Amended Motion	Dennis Poupart							
Amended Second	Zach Basler							