

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

Meeting Minutes

March 6, 2024, 9:00 a.m. to 11:00 p.m.

Meeting Location:

4600 Broadway Sacramento, CA 95820

Facilitator: Jake Bradley-Rowe, Committee Chair

Council Staff: Angelina Olweny

Committee Member Attendees: Chelle Gossett, Clarmundo Sullivan, Jake Bradley-Rowe, Liane Bruckstein, Keshia Lynch, Lenore Gotelli, Melissa Willett, Richard Benavidez

County Staff: Danielle Caravella, Paula Gammell

Members Excused: Tami Emslie

Members Absent: Zach Basler

Guests: Carolyn Buck

Topic	Minutes
Welcome, Introductions and, Announcements	<p>Meeting and introductions started at 9:06 AM</p> <p>The federal site visit is next week.</p> <p>The HIV line at OCH is operational and available for patients, partners, and providers. The number is 916-842-5185.</p> <p>The phone tree at OCH is restructured to have fewer options to select from and direct lines to specific departments.</p> <p>OCH partnered with the Gender Health Center to host a Trans Day of Visibility event on March 30 at the Gender Health Center Site.</p> <p>Sunburst Projects is hosting its annual golf tournament on May 5. Tickets are on sale. Also, the annual open house is on June 26.</p> <p>Sunburst has new behavioral health groups. The African American Men’s group meets on Monday, the Freedom from Smoking Group meets on Wednesday, the LGBT group meets on Thursday, the Women’s Group meets on Friday, the Spanish Group meets on Wednesdays and Together We Have This, a dual diagnosis group meets on Tuesday.</p> <p>The Sierra Foothills AIDS Foundation started a Men’s Group in Auburn. The group will meet on Wednesday, March 6 at 1:00 PM.</p>
Public Comments- Agenda Items	N/A
Agenda Review*	<p>The March agenda was presented for review and approval. Richard Benavidez motioned to accept the agenda as presented and Melissa Willett seconded the motion. The motion passed with a majority.</p> <p>Approve: Chelle Gossett, Clarmundo Sullivan, Jake Bradley-Rowe, Keshia Lynch, Liane Bruckstein, Melissa Willet, Richard Benavidez</p> <p>Oppose: N/A</p> <p>Abstain: Lenore Gotelli</p>

Topic	Minutes
Minutes Review*	<p>The January minutes were presented for review and approval. Jake Bradley-Rowe motioned to accept the minutes as presented and Richard Benavidez seconded the motion. The motion passed with majority.</p> <p>The following changes were made. Melissa Willett's name and Keshia Lynch's names were misspelled. Chelle Gossett abstained on the vote on waiving the 10% directive.</p> <p>Richard Benavidez motioned to accept the minutes with the changes made and Lenore Gotelli seconded the motion. The motion passed with a majority.</p> <p>Approve: Chelle Gossett, Clarmundo Sullivan, Jake Bradley-Rowe, Liane Bruckstein, Lenore Gotelli, Melissa Willet, Richard Benavidez. Oppose: N/A Abstain: Keshia Lynch</p>
Allocation and Expenditure Discussion	<p>Committee members stated their conflicts of interest before the discussion on the FY23 budget report.</p> <p>Chelle Gossett explained that there was a change in how providers bill for Substance Use Residential services. MediCal now primarily covers the cost of this service and Ryan White funding is a secondary source of funding in this category. Committee members agreed to table the discussion on the allocated funding for Substance Use Residential Services until the next PAC meeting after outstanding FY23 invoices are closed out at the end of March. It was suggested that this will provide a better understanding of how funds were spent in FY23 in this service category before making budget amendments.</p> <p>Richard Benavidez motioned to table the Allocation and Expenditure Discussion until the May meeting and Lenore Gotelli seconded the motion. The motion passed with a majority.</p> <p>Approve: Jake Bradley-Rowe, Keshia Lynch, Liane Bruckstein, Lenore Gotelli, Melissa Willet, Richard Benavidez.</p>

Topic	Minutes
	<p>Oppose: N/A Abstain: Chelle Gossett, Clarmundo Sullivan</p>
FY24 Work Plan Draft	<p>The FY24 Work Plan draft was presented for review and approval. It was updated to reflect the current fiscal year. The committee voted to table the Work Plan discussion until the next meeting so that all the changes to the strategies can be updated from the Integrated Plan. Liane Bruckstein motioned to table the Work Plan discussion until the next meeting and Melissa Willett seconded the motion. The motion passed with a majority.</p> <p>Approve: Chelle Gossett, Clarmundo Sullivan, Jake Bradley-Rowe, Keshia Lynch, Liane Bruckstein, Lenore Gotelli, Melissa Willet, Richard Benavidez Oppose: N/A Abstain: N/A</p> <p>Jake Bradley-Rowe recommended that the PAC training should be done during the January meeting because it would be useful for future meetings.</p>
FY24 General Directives Draft	<p>The FY24 General Directives were presented for review and approval. Melissa Willett motioned to accept the FY24 General Directives as presented and Lenore Gotelli seconded with the motion. The motion passed with a majority.</p> <p>Approve: Chelle Gossett, Clarmundo Sullivan, Jake Bradley-Rowe, Keshia Lynch, Liane Bruckstein, Lenore Gotelli, Melissa Willet, Richard Benavidez Oppose: N/A Abstain: N/A</p>
FY24 Service Directives Draft	<p>The FY24 Service Directives were presented for review and approval. The committee agreed that changes need to be made to the Housing Standard and Emergency Financial Assistance (EFA) Standard to clearly explain how Ryan White funding can be used to support clients given that providers have clients with varying housing-related needs prior to finalizing the FY24 Service Directives.</p> <p>Jake Bradley-Rowe motioned to create a two-person committee of Melissa Willett and himself to create language for the Service Standard under the Housing Standard and EFA and Melissa</p>

Topic	Minutes
	<p>Willett seconded the motion. The motion passed with a majority. The suggested changes will be shared at the next PAC meeting.</p> <p>Approve: Chelle Gossett, Clarmundo Sullivan, Jake Bradley-Rowe, Keshia Lynch, Liane Bruckstein, Lenore Gotelli, Melissa Willet, Richard Benavidez Oppose: N/A Abstain: N/A</p> <p>The PAC committee agreed to create a three-person subcommittee with Keshia Lynch, Melissa Willett, and Clarmundo Sullivan to address potential changes to the Dental Service Standard that will be discussed at the next meeting. Jake Bradley-Rowe motioned to create the subcommittee that will address the Dental Service Standard and Richard Benavidez seconded the motion. The motion passed with a majority.</p> <p>Approve: Chelle Gossett, Clarmundo Sullivan, Jake Bradley-Rowe, Keshia Lynch, Liane Bruckstein, Lenore Gotelli, Melissa Willet, Richard Benavidez Oppose: N/A Abstain: N/A</p>
Public Comment Non-agenda items	<p>The self-assessment needs to be emailed to committee members so that they can provide feedback on the activities of the Priorities and Allocations Committee. If members prefer to submit the documents through the mail, a prepaid mailing envelope can be provided.</p> <p>It was recommended that PAC reference documents should be available at all meetings should the committee need to reference information from previous meetings.</p>
Technical Assistance	For technical assistance, reach out to Richard Benavidez.
Adjournment	10:43 AM