

Sacramento County
Department of Health Services
HIV Health Services Planning Council
March 27, 2024

HIV HEALTH SERVICES PLANNING COUNCIL

Meeting Minutes

March 27, 2024 10:00 a.m. to 12:00 p.m.

Facilitator: Richard Benavidez, Council Chair

Scribe: Angelina Olweny, Council Staff

Council Member Attendees:

Arturo Jackson III, Austin Green, Brad Bartholomai, Chelle Gossett, Christopher Kendrick-Stafford, Jake Bradley-Rowe, Jasmine Montes, Kane Ortega, Kelly Gluckman, Keshia Lynch, Lenore Gotelli, MacArthur Flournoy, Melissa Willet, Melody Law, Richard Benavidez, Scott Fong, Steve Austin, Troy Stermer, Zach Basler.

Members Excused: Kaye Pulupa, Kristina Kendricks-Clark, Michael Ungeheuer, Yingjia Huang, Aaron Armer, Ronnie Miranda, Kristina Kendrics-Clark, Minerva Reid, Lenore Gotelli.

Guests: Carolyn Buck, CT Weaver, Everardo Alvizo, Michelle Monroe

County Staff: Danielle Caravella, Paula Gammell

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	<p>The last statement in at the top of page three should read “Members were asked to be conscientious about interactions with guests who attend Planning Council meetings because they might not be familiar with the communication style that Council members have during our meeting proceedings.”</p> <p>The first statement on page four under FY23 January Monthly Fiscal Report, the first statement should read “Part A monthly fiscal expenditures should be at 91.7%”.</p> <p>On page 6 under Executive Committee updated the statement “and also a discussion on alternate affected community seats should be deleted”.</p> <p>The second paragraph under the same section the first statement should be corrected to: “There was a discussion about changing alternate Affected Underserved Community seats to Affected Underserved seats to increase the recruitment of new council members.”</p> <p>Jake Bradley-Rowe motioned to accept the minutes with the changes made and Kane Ortega seconded the motion. The motion passed with a majority. See vote sheet for details.</p>
<p>State Office of AIDS March 2024 Update</p>	<p>The CDPH HOPWA program is currently undergoing a site visit from The Federal Department of Housing and Urban Development (HUD).</p>
<p>CPG/HIV/STI Prevention Updates</p>	<p>CPG is planning a spring meeting that will be held sometime in May. There are no new HIV/STI Prevention Updates.</p>
<p>FY23 Part A Monthly Fiscal Report*</p>	<p>The FY23 Part A Monthly Fiscal Report was presented for review and approval. Expenditures should be within 5% through February 29. The overall expenditure for the Sacramento TGA is 95%. Recipient Administration expenditures are at 96.23%. The Recipient is still receiving outstanding invoices. Chelle Gossett thanked all providers and staff for their efforts in submitting invoices and developing the fiscal reports. Zach Basler motioned to accept the FY23 monthly report as presented and Kane Ortega seconded the motion. The motion passed with a majority. See vote sheet for details.</p>

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<p>FY23 Part B Monthly Fiscal Report</p> <p>SOA Ending the HIV Epidemic Update</p> <p>HRSA Ending the Epidemic</p>	<p>The FY23 Part B Monthly Fiscal Report was presented for informational purposes only. Expenditures should be at 92% through February 29. Overall, Yolo expenditures are on target. Sacramento County expenditures are close to target expenditures.</p> <p>The county is reviewing the Integrated Plan and the Sacramento Blueprint within the Integrated Plan.</p> <p>The federal site visit was completed in mid-March. The federal auditors will share a report within 45 days.</p>
<p>Self-Assessment</p>	<p>The self-assessment document is to be completed by Council members. The objective of the self-assessment is to determine if the Council is meeting the goals set at the beginning of each fiscal year. Council members were encouraged to provide feedback on whether the Planning Council is effectively establishing priorities and services and managing available funding.</p> <p>A recommendation was made to remove the Prevention Committee because it is not an active committee.</p>
<p>Committee Updates</p> <p>AdAC</p> <p>Affected Communities Committee (ACC)</p>	<p>The next AdAC meeting is on Thursday, June 13, 2024. The meeting is by invitation only. Seated members interested in attending the meeting must sign a Confidentiality Agreement and attend new member orientation before the meeting on June 13.</p> <p>The ACC is meeting on Wednesday April 3 from 3:00PM -4:00PM. LGBT Center on Women and HIV was well attended. The next Community Conversation is on May 8 on the Transgender Community and HIV.</p>

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<p>Reflectiveness</p>	<p>Is at 32%. Richard Benavidez encouraged to refer people to become members of the Planning Council.</p>
<p>Priorities and Allocations Committee (PAC) General Directives</p>	<p>PAC met on March 6. The committee reviewed the FY24 General Directives and presented it to the Planning Council for review. The General Directives give Chelle Gossett direction when allocating Ryan White funding for six General Directives. Richard Benavidez motioned to accept the General Directives as presented and Zach Basler seconded the motion. The motion passed with a majority. See the vote sheet for details.</p> <p>The FY24 Service Directives were also reviewed at the meeting. Subcommittees were created to rewrite the language in the Housing, Oral Health, and Emergency Financial Assistance (EFA) Service Directives. The Planning Council will review and vote on the changes once the directives are revised.</p>
<p>Quality Advisory Committee (QAC)</p>	<p>QAC is the committee responsible for adjusting the language on service standards. QAC will meet on May 7 to discuss the service standards. The post-card response rate is at 33%.</p>
<p>Needs Assessment Committee (NAC)</p>	<p>NAC met on March 5. The objective is to have a targeted survey for People Living with HIV (PLWH) ages 50 and older. The data used for the current Needs Assessment is extrapolated from last year's Needs Assessment report. An initial draft report was shared with committee members. They were encouraged to review the draft and submit feedback by email to Danielle Caravella and Paula Gammell. NAC will meet on May 7 to discuss any feedback and recommendations.</p>
<p>Executive Committee</p>	<p>The Executive Committee meets every other month. The committee addresses information from all the committees and ensures that the agenda items discussed at the Planning</p>

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	One suggestion was to create core values that direct the work of the Planning Council.
Binder Updates	Council members received the FY24 Binder updates via email. The updates are also on the Sacramento TGA website. Members were asked to reach out to Danielle Caravella with any comments or questions.
Public Comments Non-Agenda Items	<p>One of the recommendations from the federal site visit was that the County should not influence or give direction to the Planning Council. This was interpreted to mean that the County couldn't help the Council if members had questions on matters related to the Council and committee discussions.</p> <p>It was clarified that the County can provide guidance because they are subject matter experts. However, their opinion of the County cannot be rubber-stamped without further discussion by Council or committee members.</p> <p>Council members were encouraged to review the minutes and other meeting materials before attending the meetings to ensure they are informed and can actively participate in making decisions on Council and committee matters.</p>
Tech Assistance	For technical assistance, reach out to Richard Benavidez.
Adjournment	11:08 AM

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Meeting Date: 3/27/24													
Seated Members	Agenda			Minutes			FY4 General Directives			Monthly Fiscal Report			
	Approve	Opposed	Abstain	Approve	Opposed	Abstain	Approve	Opposed	Abstain	Approve	Oppose	Abstain	
Arturo Jackson III	X			X			X			X			
Austin Green	X			X			X			X			
Aaron Armer													
Brad Bartholomai	X			X			X			X			
Chelle Gossett	X			X					X			X	
Christopher Kendrick Stafford	X			X			X			X			
Clarnundo Sullivan													
Jake Bradley-Rowe	X			X			X			X			
Jasmine Montes	X			X			X			X			
Josh Kooman													
Kaye Pulupa													
Kane Ortega	X			X			X			X			
Kelly Gluckman	X			X			X			X			
Keshia Lynch	X			X			X			X			
Kristina Kendricks-Clark													
Lenore Gotelli													
Mac Arthur Flournoy	X			X			X			X			
Melissa Willet	X			X			X			X			
Melody Law	X			X			X			X			
Michael Ungeheuer													
Minerva Reid													
Richard Benavidez	X			X			X			X			
Ronnie Miranda													
Scott Fong	X			X									
Steve Austin	X					X	X			X			
Troy Steiner	X			X									
Yingjia Huang													
Zach Basler	X			X			X			X			
Motion	Bradley-Rowe			Bradley-Rowe			Benavidez			Basler			
Second	Basler			Benavidez			8 Basler			Ortega			
Amended Motion	Bradley-Rowe			Bradley-Rowe									
Amended Second	Willet			Ortega									

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