

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

**Meeting Minutes**

June 12, 2024, 9:00 a.m. to 12:00 p.m.

**Meeting Location:**

4600 Broadway Sacramento, CA 95820

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

**Council Staff:** Angelina Olweny

**Committee Member Attendees:** Chelle Gossett, Jake Bradley-Rowe, Keshia Lynch, Lenore Gotelli, Melissa Willett, Tami Emslie, Zach Basler.

**County Staff:** Danielle Caravella, Alexa Bunton, Paula Gammell

**Members Excused:** Richard Benavidez, Clarmundo Sullivan, Liane Bruckstein

**Members Absent:** N/A

**Guests:** Carolyn Buck

Topic	Minutes
Welcome, Introductions and, Announcements	<p>Meeting and introductions started at 9:10 AM</p> <p>HIV Community Conversations will host a meeting on PrEP and PEP on June 12, 6:00 PM -7:00 PM.</p> <p>The California Planning Group has a meeting today with a session that is open to the public.</p>
Public Comments- Agenda Items	N/A
Agenda Review*	<p>The June agenda was presented for review and approval. Lenore Gotelli motioned to accept the agenda as presented and Zach Basler seconded the motion.</p> <p>The following changes were made:  The FY25 Grant application and reduction scenario will be added as an action item.  The FY24 Carryover was added as an action item on the agenda.</p> <p>Zach Basler motioned to accept the agenda with the changes made and Lenore Gotelli seconded the motion. The motion passed with a majority.</p> <p>Approve: Chelle Gossett, Jake Bradley-Rowe, Keshia Lynch, Lenore Gotelli, Melissa Willett, Tami Emslie, Zach Basler.  Oppose: N/A  Abstain: N/A</p>
Minutes Review*	<p>The May minutes were presented for review and approval. Tami Emslie motioned to accept the minutes as presented and Lenore Gotelli seconded the motion.</p> <p>The following changes were made: Under the section on the meeting extension, the sentence should read "Point of order was called as the meeting was running out of time".</p> <p>On page 4 the sentence should read "Outreach Minority AIDS Initiative (MAI) will no longer be a funded category under Ryan White Part B" and not part A.</p>

Topic	Minutes
	<p>Zach Basler motioned to accept the minutes with the changes made and Tami Emslie seconded the motion. The motion passed with a majority.</p> <p>Approve: Chelle Gossett, Jake Bradley-Rowe, Keshia Lynch, Lenore Gotelli, Melissa Willett, Tami Emslie, Zach Basler.  Oppose: N/A  Abstain: N/A</p>
COI	Members stated their Conflict of Interest.
FY25 Part A Allocations	<p>PAC discussed funding allocation recommendations based on a conditional 5% increase in funding for FY25.</p> <p>Placer County will receive \$10,000 in additional funding. In Sacramento County, there will be an \$8,000 increase in Medical Case Management, \$21,000 in Non-Medical Case Management, a \$24,000 increase in Mental Health, a \$20,000 increase in Food Bank/Home Delivered Meals, and a \$10,000 increase in Medical Nutritional Therapy.</p> <p>Zach Basler motioned to accept the funding allocations and Melissa Willett seconded the motion. The motion passed with a majority.</p> <p>Approve: Jake Bradley-Rowe, Keshia Lynch, Lenore Gotelli, Melissa Willett, Tami Emslie, Zach Basler.  Oppose: N/A  Abstain: Chelle Gossett</p>
FY25 Application and Reduction Scenarios	<p>PAC recommended that if there is an allowable increase or decrease in funding based on the Notice of Funding Opportunity (NOFO), it should be applied equally to the total funding for all service categories. Zach Basler motioned to accept the recommendation and Tami Emslie seconded the motion. The motion passed with a majority.</p>

Topic	Minutes
	<p>Approve: Jake Bradley-Rowe, Keshia Lynch, Lenore Gotelli, Melissa Willett, Tami Emslie, Zach Basler.</p> <p>Oppose: N/A</p> <p>Abstain: Chelle Gossett</p>
FY24 Carryover Funding	<p>PAC voted to accept \$34,000 in carryover funding. Lenore Gotelli motioned to accept the full FY24 carryover amount and Melissa Willett seconded the motion. The motion passed with a majority.</p> <p>Approve: Jake Bradley-Rowe, Keshia Lynch, Lenore Gotelli, Melissa Willett, Tami Emslie, Zach Basler.</p> <p>Oppose: N/A</p> <p>Abstain: Chelle Gossett</p> <p>PAC recommended that the full carryover should be allocated to Medical Case Management and Minority AIDS Initiative Medical Case Management. Zach Basler motioned to accept the recommendation and Melissa Willett seconded the motion. The motion passed with a majority.</p> <p>Approve: Jake Bradley-Rowe, Keshia Lynch, Lenore Gotelli, Melissa Willett, Tami Emslie, Zach Basler.</p> <p>Oppose: N/A</p> <p>Abstain: Chelle Gossett</p>
FY25 Service Directives	<p>PAC reviewed the FY25 Service Directives. The service directives give additional direction to case managers when providing services and also inform clients of the services they are receiving.</p> <p>PAC recommended that the Medical Transportation Service directive explain that when providing clients with a monthly bus pass, case managers should document the client's need if the cost of daily bus pass would exceed the cost of a monthly bus pass in any given month.</p> <p>The Medical Case Management Directive 2 will replace the Medical Case Management Service</p>

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	<p>Directive 1. Under Housing Directive 1, the word "system" was changed to "process" in the sentence that reads "Rent Subsidy and Emergency Housing services will be administered through the TGA case management system".</p> <p>Zach Basler motioned to accept the FY25 Service Directives with the changes made and Tami Emslie seconded the motion. The motion passed with a majority.</p> <p>Approve: Jake Bradley-Rowe, Keshia Lynch, Lenore Gotelli, Melissa Willett, Tami Emslie, Zach Basler.  Oppose: N/A  Abstain: Chelle Gossett</p>
Public Comment Non-agenda items	<p>The FY24 Notice of Funding Availability is \$3,739,005. \$227,977 is for the Minority AIDS Initiative (MAI). The funding amount includes administration and quality costs. \$2,984,373 is available for direct services and \$193,780 of MAI funding is available for direct services.</p> <p>The committees discussed issues regarding food vouchers.</p>
Technical Assistance	For technical assistance, reach out to Jake Bradley-Rowe.
Adjournment	11:47 AM