

Sacramento County
Department of Health Services
HIV Health Services Planning Council
Needs Assessment Committee
December 3, 2024

HIV HEALTH SERVICES PLANNING COUNCIL – Needs Assessment Committee (NAC)

Meeting Minutes

December 3, 2024, 3:00 p.m. to 4:30 p.m.

Meeting Location:

4600 Broadway, Sacramento, CA 95820 Community/Conference Room 2020

Facilitator: Lenore Gotelli

Scribe: Angelina Olweny, Council Staff

Committee Member Attendees: Kelly Gluckman, Lenore Gotelli, Melissa Willett

Members Excused: Richard Benavidez

Members Absent: Ronnie Miranda

County Staff: Danielle Caravella, Paula Gammell, Chelle Gossett

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Topic	Minutes
Welcome, Introductions and, Announcements	<p>Welcome and introductions began at 3:16 PM</p> <p>Sunday was World AIDS day. Continue to light up the capital red for AIDS day.</p>
Public Comments- Agenda Items	N/A
Agenda Review*	<p>The December agenda was presented for review and approval. Kelly Gluckman motioned to accept the agenda and Melissa Willett seconded the motion. The motion passed with a majority.</p> <p>Approve: Kelly Gluckman, Melissa Willett, Lenore Gotelli Oppose: N/A Abstain: N/A</p>
Minutes Review*	<p>The September minutes were presented for review and approval. Kelly Gluckman motioned to accept the minutes as presented and Melissa Willett seconded the motion. The motion passed with a majority.</p> <p>Approve: Kelly Gluckman, Melissa Willett, Lenore Gotelli Oppose: N/A Abstain: N/A</p>
FY24 Needs Assessment	<p>The committee reviewed the assessment document that will be used to conduct the client survey in FY25.</p> <p>The following changes were made:</p>

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	<p>Question 11 will ask if an individual has used a syringe to inject substances in the past 12 months.</p> <p>Individuals who inject substances not prescribed by a medical provider will be identified as intravenous drug users.</p> <p>The demographic section will ask respondents to specify their sex assigned at birth.</p> <p>Kelly Gluckman motioned to accept the Needs Assessment Survey tool with the changes, and Melissa Willett seconded the motion. The motion passed with a majority.</p> <p>Approve: Kelly Gluckman, Melissa Willett, Lenore Gotelli Oppose: N/A Abstain: N/A</p>
Public Comments- Non-agenda items	N/A
Technical Assistance	For technical assistance reach out to Lenore Gotelli.
Adjournment	4:08 PM