

Sacramento County  
Department of Health Services  
HIV Health Services Planning Council  
QAC Communities Committee  
December 3, 2024

**HIV HEALTH SERVICES PLANNING COUNCIL – Quality Advisory Committee (QAC)**

**Meeting Minutes**

December 3, 2024, 2:00 p.m. to 3:00 p.m.

**Meeting Location:**

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

**Facilitator:** Kelly Gluckman, Chair

**Scribe:** Angelina Olweny, Council Staff

**Committee Member Attendees:**

- Kelly Gluckman, Keshia Lynch, Lenore Gotelli, Melissa Willett

**Members Absent/Excused:** Zach Basler, Richard Benavidez

**County Staff:** Danielle Caravella, Paula Gammell, Chelle Gossett

**Guests:** Veronica Franco

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<b>Topic</b>	<b>Minutes</b>
Welcome, Introductions and, Announcements	<p>Welcome, and introductions began at 2:04 PM</p> <p>Tuesday is the Big the Day of Giving.</p> <p>The Capitol was lit red in recognition of World AIDS Day. The capital will be lit red in commemoration of World AIDS Day each year.</p>
Public Comments- Agenda Items	N/A
Agenda Review*  September Minutes Review*	<p>The December agenda was presented for review and approval. Keshia Lynch will be added to the attendee list. Kelly Gluckman motioned to accept the agenda as presented and Melissa Willett seconded the motion. The motion passed with a majority.</p> <p>Accept: Kelly Gluckman, Keshia Lynch, Melissa Willett Oppose: N/A Abstain: N/A</p> <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. Keshia Lynch will be added to the attendee list. Melissa Willett motioned to accept the agenda as presented and Kelly Gluckman seconded the motion. The motion passed with a majority.</p> <p>Accept: Kelly Gluckman, Keshia Lynch, Melissa Willett Oppose: N/A Abstain: N/A</p>

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Mental Health Service Standard*	<p>The QAC committee reviewed Mental Health Service Standard. Kelly Gluckman motioned to accept the Mental Health Service Standard as presented and Melissa Willett seconded the motion.</p> <p>The language on page 4 was revised to state that contract staff funded by HIV Care Services Program require Recipient approval.</p> <p>Kelly Gluckman motioned to accept the Mental Health Service Standard with the changes and Keshia Lynch seconded the motion. The motion passed with a majority.</p> <p>Accept: Kelly Gluckman, Keshia Lynch, Melissa Willett          Oppose: N/A          Abstain: N/A</p>
Food Bank and Home Delivered Meals	<p>The Food Bank and Home Delivered was reviewed. Kelly Gluckman motioned to accept the Food Bank and Home Delivered Meals as presented and Melissa Willett seconded the motion.</p> <p>The following changes were made:</p> <p>The second bullet on page 1 will state that Food Bank and Home-Delivered Meals services should be nutritionally sound. The reference to Choose MyPlate Program from the United States Department of Agriculture will be removed.</p> <p>The second to last paragraph on page 1 will state that Ryan White funding is to be expended in a cost effective, and equitable manner which is based upon verification of client’s budget and need that serves the contractually obligated number of unduplicated clients.</p>

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Topic	Minutes
	<p>Kelly Gluckman motioned to accept the Food Bank and Home Delivered Meals Service Standard with the changes and Melissa Willett seconded the motion. The motion passed with a majority.</p> <p>Accept: Kelly Gluckman, Keshia Lynch, Melissa Willett            Oppose: N/A            Abstain: N/A</p>
Transportation Service Standard	<p>The committee agreed to have the executive committee review the Transportation Service Standard and then present it to the Planning Council for their review and approval. Kelly Gluckman motioned to move the Transportation Service Standard to the executive committee for review, and Melissa Willett seconded the motion. The motion passed with a majority.</p> <p>Accept: Kelly Gluckman, Keshia Lynch, Melissa Willett            Oppose: N/A            Abstain: N/A</p>
Public Comments	N/A
Technical Assistance	For technical assistance, reach out to Kelly Gluckman
Adjournment	3:06 PM