



HIV PLANNING COUNCIL  
[www.ochealthinfo.com/hivcouncil](http://www.ochealthinfo.com/hivcouncil)

Wednesday, March 9, 2022  
Webinar Meeting



MINUTES

Para solicitar una copia de estos minutos en español por favor contacte a Martha Garcia al (714) 834-8399 o [MGarcia@ochca.com](mailto:MGarcia@ochca.com).

**Chair:** John Paquette

**Recorder:** Martha Garcia

**Members Present (via Webinar):** Jessica Castellon, Michelle Gallardo (Arrived during Item #10), Dr. Scott Huffman, Kristen Kowalczyk, Wendy Lords, Dr. Christopher Ried, Khloe Rios-Wyatt, Lydia Tran, and Ricardo Velasco

**Members Present (In office):** Homero Beltran, Fernando Martinez, and John Paquette

**Affiliate Members Present (In Office):** Adelmo Chan

**Members Absent:** Dr. Geeta Gupta (LOA)

**Affiliate Members Absent:** None

**Staff:** Martha Garcia, Matilde Gonzalez-Flores, Mindy He, Ivonne Huitron, Karen Leland, and Marlon Velasco

**Staff Members Absent:** None

**Guests:** Anza Vang and Dr. Jeffrey Vu

**Item 1. Call to Order:** John Paquette called the meeting to order at 6:03 pm.

**Item 2. Welcome and Introductions:**

John Paquette welcomed all in attendance. John provided an overview of the agenda, the purpose of public comment, and how the meeting will be facilitated. The meeting was held in office and also as a webinar due to special circumstances. A roll call for attendance was taken. A quorum was established.

**Item 3. Approval of Agenda:**

Fernando Martinez put forward a motion to approve the agenda. The Chair repeated the motion. Dr. Ried seconded the motion. There was no discussion or public comment. The motion passed by consensus.

**Item 4. Approval of February 9, 2022 Minutes:**

Fernando Martinez put forward a motion to approve the February 9, 2022 minutes. The Chair repeated the motion. Kristen Kowalczyk seconded the motion. There was no discussion or public comment. The motion passed by consensus.

**Item 5. Public Comment:**

There was no public comment.

**Item 6. Our Working Council Discussion:**

There were no comment cards for review. John Paquette reminded members that comment cards can be submitted to Planning Council Support via email.

**Item 7. Member Acknowledgement**

John Paquette acknowledged Kean Kirk.

**Item 8. Code of Ethics/Conflict of Interest Presentation**

Martha Garcia presented an overview on Code of Ethics and Conflict of Interest to the members. The Form 700 is a mandatory form that must be completed annually by each Council member.

**Item 9. 2021 Year in Review Presentation**

Matilde Gonzalez-Flores provided an overview of Council accomplishments in 2021.

**Item 10. CPG Update:**

Matilde Gonzalez-Flores provided an overview of the February CPG meetings.

**Item 13. State Office of AIDS Update:**

Jessica Castellon provided an overview of the OA Voice March Newsletter.

**Item 14. Grant Recipient Reports:**

**A. HIV Planning and Coordination: Matilde Gonzalez-Flores shared the following:**

### **Staffing Updates**

- Ivonne Huitron, Staff Specialist, is a new member of the HIVPAC team. She will provide support to Mindy He, Grants Manager, with grants management related functions.

### **Meeting Update**

- It is anticipated that the April meetings will be conducted in the Public Health Services Learning Center (Building 1729E) with the option to participate via webinar. .

### **Constant Contact**

- HIVPAC is still in the process of transitioning to Constant Contact for all Council and Committee related communication. If members have any issues with accessing the email communications they can contact Martha Garcia, Planning Council Support.

### **2022-2026 Integrated Statewide HIV, HCV, and STI Strategic Plan Update**

- The State has released the HIV, HCV, and STI Strategic Plan for 2022-2026 and will be hosting a Town Hall on March 18, 2022 to gather input from community members, providers, and stakeholders.

### **Open House**

- A survey will be sent to members to assess interest and availability to participate in an Open House in May and to determine how it will be conducted.

#### **Item 13. Matters from the Chair:**

John Paquette informed members the following was included in their packet:

- Executive Committee Policies and Policies
- PSAP Policies and Procedures

#### **Item 14. Member's Privilege/Announcements:**

There were no matters from the members.

#### **Item 15. Adjournment until April 13, 2022:**

John Paquette adjourned the meeting at 7:10 pm.