



HIV PLANNING COUNCIL
www.ochealthinfo.com/hivcouncil
December 11, 2024

Public Health Services Training Center (1729E)
1725 W. 17th Street, Santa Ana, CA 92706



MINUTES

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

Chair: Fernando Martinez

Recorder: Martha Garcia

Members Present: Homero Beltran, Adelmo Chan, Dr. Roberta Cone, Dr. Itamar Harari, Kristen Kowalczyk, Josie Lopez, Fernando Martinez, Nsele Nsuangani, Karly Rubly, Ricardo Velasco, and Dr. Jeffrey Vu

Affiliate Members Present: None

Members Absent: Jazmina Castillo (LOA), Michelle Gallardo (LOA), Dr. Geeta Gupta (LOA), Wendy Lords, Dr. Christopher Ried (LOA), and Khloe Rios-Wyatt

Affiliate Members Absent: None

Staff: Martha Garcia, Bill Norsetter, Marlon Velasco, and Mary Young

Staff Members Absent: Tara Buehring and Mindy He

Guests: Martin Becerra and Jorge Miranda

Item 1. Call to Order: Fernando Martinez called the meeting to order at 6:08 pm.

Item 2. Welcome and Introductions:

Fernando Martinez welcomed all in attendance. Fernando Martinez provided an overview of the agenda, the purpose of public comment, and how the meeting will be facilitated. The Pledge of Allegiance was conducted. The moment of remembrance was held. Members and guests introduced themselves. A quorum was established.

Item 3. Approval of Agenda:

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

Item 4. Approval of October 9, 2024 Minutes:

Homero Beltran put forward a motion to approve the October 9, 2024 minutes. The Chair repeated the motion. Dr. Vu 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. Josie Lopez reminded members that comment cards can be submitted to Planning Council support via email or dropped into the Suggestion Box at the back of the room.

Item 7. Member Acknowledgement:

Fernando Martinez thanked Wendy Lords for her contributions to the Council.

Item 8. Review of FY 2024-25 Estimated Carryover Request:

Mary Young provided an overview of the FY 2024-25 Estimated Carryover Request. One of the Ryan White Part A grant requirements is the submission of an estimated carryover request that must be submitted annually before December 31st of each year. The request was submitted on November 26, 2024.

Item 9. Approval of Rules of Respectful Engagement Policies and Procedures:

Mary Young provided an overview of the Rules of Respectful Engagement Policies and Procedures. Homero Beltran put forward a motion to approve the Rules of Respectful Engagement Policies and Procedures. The Chair repeated the motion. Kristen Kowalczyk seconded the motion. There was no discussion or public comment. The Chair asked for the members in favor to say yay. The Chair then asked for any nay votes. The yay votes were unanimous to approve the Rules of Respectful Engagement Policies and Procedures.

- Item 10. Approval of Executive Committee Policies and Procedures:**
Mary Young provided an overview of the Executive Committee Policies and Procedures. Dr. Harari put forward a motion to approve the Executive Committee Policies and Procedures. The Chair repeated the motion. Dr. Vu seconded the motion. There was no discussion or public comment. The Chair asked for the members in favor to say yay. The Chair then asked for any nay votes. The yay votes were unanimous to approve the Executive Committee Policies and Procedures.
- Item 11. Nomination and Election of Officers:**
Martha Garcia reviewed the Planning Council Officer responsibilities and duties with the members. The Chair opened the floor for nominations as follows:
Chair:
 - Kristen Kowalczyk, Josie Lopez, and Dr. Harari nominated Fernando Martinez (accepted)
 - Fernando Martinez nominated Ricardo Velasco (respectfully declined)Vice-Chair:
 - Karly Rubly and Dr. Harari nominated Josie Lopez (respectfully declined)
 - Karly Rubly and Dr. Harari nominated Kristen Kowalczyk (accepted)
 - Josie Lopez nominated Dr. Harari (respectfully declined)A ballot vote was taken and the votes were read aloud as follows:
Chair:
 - Fernando Martinez: Homero Beltran, Adelmo Chan, Dr. Cone, Dr. Harari, Kristen Kowalczyk, Josie Lopez, Fernando Martinez, Karly Rubly, Ricardo Velasco, and Dr. VuFernando Martinez was elected Chair.
Vice-Chair:
 - Kristen Kowalczyk: Homero Beltran, Adelmo Chan, Dr. Cone, Dr. Harari, Kristen Kowalczyk, Josie Lopez, Fernando Martinez, Karly Rubly, Ricardo Velasco, and Dr. VuKristen Kowalczyk was elected Vice-Chair.
- Item 12. California Planning Group (CPG) Update**
There were no updates.
- Item 13. State Office of AIDS (SOA) Update:**
 - The SOA report is available at: <https://ochealthinfo.com/about-hca/public-health-services/health-promotion-community-planning/hiv-planning-and-0>
- Item 14. Grant Recipient Reports:**
A. Contract Services: Bill Norsetter provided the following updates:
 - **Status – Current Solicitations**
 - **HIV Comprehensive Care and Support Services**
Six (6) applicants have been selected to provide HIV Care and Support Services. Contract budget forms and the Master Contract are currently in development. The service start date for all will be March 1, 2025.
 - **HIV-STI Testing, Treatment and Prevention Services**
Request for Applications (RFA) was posted on December 2, 2024 with a January 16, 2025 deadline. All selected applicants will be expected to start services on July 1, 2025.
 - **Update - Ryan White Allocations**
 - Amendments to the current HIV Care Services and HIV Housing Services contracts were approved by the Board of Supervisors on November 19, 2024 and December 3, 2024 respectively. All current HIV Care, Housing, and Legal Services contracts will end February 28, 2025, and new contracts will be created with the six (6) applicants selected from the HIV Comprehensive Care and Support Services RFA.
B. Quality Management (QM) Committee:
Approval of Oral Health Standards of Care:
 - Marlon Velasco provided an overview of the Oral Health Services Standards of Care. Dr. Harari put forward a motion to approve the Oral Health Services Standards of Care with the proposed changes. The Chair repeated the motion. Kristen Kowalczyk seconded the motion. There was no discussion or public comment. The Chair asked for the members in favor to say yay. The Chair then asked for any nay votes. The yay votes were unanimous to approve the Oral Health Standards of Care

Approval of the Mental Health Standards of Care:

- Marlon Velasco provided an overview of the Mental Health Services Standards of Care. Dr. Vu put forward a motion to approve the Mental Health Services Standards of Care with the proposed and additional changes. The Chair repeated the motion. Kristen Kowalczyk seconded the motion. There was no discussion or public comment. The Chair asked for the members in favor to say yay. The Chair then asked for any nay votes. The yay votes were unanimous to approve the Mental Health Standards of Care

C. HIV Planning and Coordination: Mary Young shared the following:

Corrective Action Plan for Part A Site Visit

- Responses to the Corrective Action Plan have been submitted. Items will be presented to Council for approval in 2025.

HRSA Reverse Administrative Site Visit in August 2025

- A reverse Administrative Site Visit is scheduled for August 2025. HIVPAC staff and Council Chair will travel to HRSA headquarters to review administrative and legislative requirements and updates.

Item 15. Matters from the Chair:

There were no matters from the Chair.

Item 16. Member's Privilege/Announcements:

Dr. Vu shared with members that the current allocation for Short Term Supportive Housing (STSH) is insufficient to cover the costs for the motel/hotel stays. As a result of the increased length of time individuals may receive for STSH, STSH services are costing more than expected for FY 2024-25. Dr. Vu also shared that due to the expansion of eligibility and service qualifications for Food Bank and Medical Transportation services, we may also see costs for these services increasing in FY 2025-26. Council will need to consider this when approving allocations for FY 2025-26.

Item 17. Adjournment until January 8, 2025:

Fernando Martinez adjourned the meeting at 7:15 pm.