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## Minutes ☒ Monday, August 10<sup>th</sup>, 2020

4pm-6:30pm

**Council Members Present:** *Michael Louder, Richard Prasad, Katie Hara, Lydia Guy-Ortiz, Eve Lake, German Galindo, Hector Urrunaga-Diaz, John Rodriguez, Susan Buskin, Ron Padgett, Tony Radovich, Genie Sheth*

**Council Members Absent:** *Teresia Otieno, Gladys Wiessner*

**Planning Council Staff Present:** Karen Chung, Wilson Pipkin (minutes)

**Recipient Staff Present:** Linda Coomas, Shila Wu

**Visitors Present:** Kevin Hockley (Optum HIV Specialty Pharmacy), Dennis Torres (Gilead), Victor Ramirez (Mountains West AETC), Jesse Chipps (Former Planning Council Coordinator), Jose Gaitan (Spanish/English Interpreter), Jonas Nicotra (Former Planning Council member), Laura Jones (Lifelong)

*Italics denote Planning Council Membership.*

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### I. **Welcome, Introductions and Announcements**

It was announced that the Spanish/English interpreter was running late and that they would be present around 4:30pm.

### II. **Public Comment**

None

### III. **Meeting Agenda**

*The agenda was approved as written by acclamation.*

### IV. **Meeting Minutes**

*German* voted to not approve the minutes because there was nothing in the minutes about the discussion around Carlos being removed from the Council.

*The July minutes were approved as written by vote.*

**The July minutes were approved as written by the following vote:**

- In favor – 8 – *Michael, Richard, Katie, Eve, Hector, John, Susan, Ron*
- Opposed -1- *German*
- Abstaining -1- *Lydia*

### V. **Recipient Report**

All of the Coronavirus Aid, Relief, and Economic Security (CARES) Act contracts have been completed. The Ryan White Conference is beginning this week. Ryan White staff is currently working on the Ryan White Part A application. The Clinical Quality Management position hiring process is moving forward.

## VI. Executive Committee Report

The committees reported back and discussed work items.

## VII. Needs Assessment, Priority Setting & Resource Allocation (NA-PSRA) Committee Report

<The interpreter joined the meeting>

This committee is meeting weekly for the PSRA process. The last meeting discussed the carryover request, and allocating the carryover funds to service categories. The Minority AIDS Initiative (MAI) carryover funds were decided by prevalence of HIV/AIDS in the Black (\$19,968) and Latinx (\$14,460) communities.

The formula funds were allocated to the following service categories: \$70,000 for Food & Meals, \$15,000 for Non-Medical Case Management (NMCM) Chemical dependency Support, \$15,000 for NMCM Engagement & Retention, and \$11,468 in NMCM Housing. This decision was based on data around need and ability to spend out funds. In response to a question about if undocumented people living with HIV (PLWH) were considered in these funding decisions, it was noted that it was not a major part of discussion but that it should be moving forward especially in the PSRA process.

**MOTION: Richard moves to accept this proposal for the carryover funds as laid out by the NAPSRA Committee. Lydia Seconded.**

**Discussion: In response to a question, it was stated that carryover funds must be spent out and cannot be carried over again.**

**The motion passed with the following vote:**

- In favor – 10 – Richard, Michael, Katie, Susan, Lydia, Eve, Ron, German, Hector, John
- Opposed -0-
- Abstaining -0-

## VIII. Membership/Operations Committee Report

This committee discussed trainings, and decided to reach out to the +Caucus to see what trainings would be most helpful for Council members. The upcoming meeting should include an interview for a new Council member. There is a focus on recruitment especially for PLWH members, a mental health treatment provider, and a representative of incarcerated persons. Jesse Chipps is present to discuss the historical changes to the bylaws. It was noted that there were several issues with the rules that governed the Council, and that it had been a long time since there had been any changes made. The goal was to make the language of the bylaws and the rules less of a barrier to the participation of PLWH. It was noted that early on there were many conflicts around decisions on the rules, and that there was some distrust. One of the major changes was to remove lifetime membership on the Council, and to change from 2 2year terms with exceptional 3<sup>rd</sup> terms, to 2 3year terms. The appendices were eliminated and moved into the policies and procedures as well. The Consumer Caucus was also eliminated early in the revision process, but has since been reinstated.

<Susan Buskin left the meeting>

**MOTION: Eve motioned to approve the bylaws. Ron seconded.**

**Discussion: In response to a question it was stated that a co-chair position can only be held for 2 2year terms, and a typo was corrected to reflect this. It was stated that this is the case**

***because co-chairs felt that it takes about a year to find their feet as a Council co-chair. In response to a question it was noted that NAPSRA, Membership/Operations, and Executive Committees cannot have members that are not Councilmembers. In response to a question it was noted that Appendix B was eliminated, and some of the information from that appendix were moved into the body of the bylaws.***

***MOTION: Eve motioned withdraw the previous motion and to approve the bylaws with the requested changes. Katie seconded.***

***The motion passed with the following vote:***

- In favor – 8 – Michael, Katie, Lydia, Ron, Eve, Hector, John, Richard
- Opposed --
- Abstaining -1- German

## **IX. +Caucus Report**

This committee discussed trainings that +Caucus members would like to see for the full Council and in committee meetings. New member orientation was discussed, and a test run of the revised new member orientation will be presented in this committee. Recruitment is an ongoing discussion, and a social media presence was discussed to facilitate this. Talking to members whose terms are ending to help with recruitment was discussed. Incentives for recruitment were also discussed. It was stated that it is very important to reserve time in this meeting to be in community with one another and for PLWH to be supporting each other. It was noted that this is especially important in these socially isolated times. The +Caucus also put together guiding principles of important service items to PLWH for the NAPSRA Committee to keep in mind while they are making funding decisions. John is almost done with the brochure and will be sending it to Karen for printing.

***<Susan rejoined the meeting>***

## **X. System of Care Committee Report**

This committee has finished the General Standards, and Tony presented this to be approved by the Council. This committee is now working on the Housing Standards.

***<John Rodriguez left the meeting>***

***MOTION: Richard motioned to accept the General Standards. Lydia Seconded.***

***Discussion: In response to a question on 3.1, it was stated only Ryan White eligibility documentation is checked, and that Ryan White cannot be used to fund care & services funded by other sources. In response to a question about the "continuum of care," it was stated that this language was trying to capture how someone receives care as a whole person and not just how they receive HIV care. In response to a question, it was stated that the Council does not have access to agency specific quality management data, but previously the overall data on this has been presented to the Council.***

***The motion passed with the following vote:***

- In favor – 9 – Richard, Michael, Katie, Lydia, Ron, Eve, Susan, German, Hector
- Opposed -0-
- Abstaining -0-

- XI.** Karen Chung noted that the September Council meeting will need to be rescheduled in order to submit the Ryan White application in a timely manner. She will send out a poll to see when is best for Councilmembers.

*German* expressed his disappointment in the lack of representation of the discussion around Carlos in the minutes. Karen stated that German could propose an amendment to the minutes at the next Council meeting.

**XII. Adjourn**

**NEXT MEETING:** To be determined by polling availability of members, virtually through Zoom.