



Minutes: Monday, March 13th, 2023

4pm-6:30pm

Virtually through Zoom

Council Members Present: *Katie Hara (Council Co-Chair, Bailey Boushay), German Galindo, Ron Padgett, Amber Casey (Hepatitis Education Project), Richard Prasad (NAPSRA Co-Chair, Country Doctor), Hector Urrunaga-Diaz (Dept. Of Public Health-Seattle & King County), Andrew Ashiofu, Michael Louder (Council Co-Chair, Downtown Emergency Service Center), Eve Lake (Membership/Operations Co-Chair, Madison Clinic), Genie Sheth, Ray Harris (System of Care Co-Chair, WA State Dept. Of Health), Patricia Ogunmola-Nazzal (WA State Dept. Of Corrections), Gladys Wiessner (Center for Multi-cultural Health), Lina Stinson-Ali*

Council Members Absent: *John Rodriguez (+Caucus Co-Chair, Dominican Association of Washington)*

Planning Council Staff Present: Karen Chung, Wilson Pipkin

Recipient Staff Present: Linda Coomas, Mark Baker, Shila Wu

Visitors Present: Linnae Baird (Dept. Of Public Health-Seattle & King County), Vanessa Leja (Gilead), Deaunte Damper (VOCAL WA), Melisa (Spanish/English interpretation)

Italics denote Planning Council Membership.

I. Welcome, Meeting Rule Reminder, Introductions and Announcements

- *The interpreter will be arriving at 4:30pm.*
- *Telecom reimbursements for unaligned consumers are posted through the end of February.*
- *Financial Disclosures, conflict of interest and other housekeeping paperwork will be going out this week. Contact Council staff for questions or technical support.*

II. Meeting Agenda

The agenda was approved as amended by acclamation.

III. Meeting Minutes

The February minutes were approved as written by acclamation.

IV. Public Comment

None

V. Recipient Report

- The site visit letter has not arrived yet, and there is no estimated arrival.
- A partial award of 1.2 million in Ryan White Part A (RWPA) funds has been received. The full award should arrive around April 15th.
- Fiscal year 2022 final programmatic site visits are being finished up, and findings will be sent to agencies.
- Work is ongoing on fiscal year 2023 contracts. This is taking longer than usual as new programs are being implemented.
- Mark is working with agencies to gather their required input for the Ryan White Services Report.

<Patricia Ogunmola-Nazzal joined the meeting.>

VI. Executive Committee Report

- Co-Chair positions are vacant,
 - *Katie's* term on the Council is ending in the next few months.
 - *Michael* is no longer conflicted and will be remaining in the unaligned consumer co-chair position.

- The +Caucus needs a co-chair.
- NAPSRA will need at least one co-chair when *Richard's* term ends in the next few months.
- System of Care needs a co-chair.
 - Deaunte Damper expressed interest in the System of Care co-chair position. This can be done as a Councilmember or as a community member. He is interested in joining the Council. Staff will send the application and committee meeting schedule to Deaunte.

<Melisa joined the meeting to provide interpretation.>

- Andrew is interested in stepping into the Planning Council co-chair position.

<Lina Stinson-Ali joined the meeting.>

- There had been discussion about a rotating +Caucus co-chair as a workaround, but this was meant to be a temporary solution. There can be discussion at the +Caucus regarding the need for a stable co-chair.

MOTION: Katie moves to vote on Andrew as Council co-chair now, beginning his term when Katie's is over. Ron seconds.

Discussion: Andrew accepts.

The motion passed with the following vote:

- In favor – 13 – *Ron, Amber, Eve, Katie, Andrew, German, Michael, Lina, Patricia, Genie, Ray, Hector, Richard*
- Opposed -0-
- Abstaining -0-

VII. System of Care Committee Report

<Gladys Wiessner joined the meeting.>

- The first standards for review are the Housing service standards.
 - The Health Resources and Services Administration (HRSA) definition was updated to current language.
 - The Seattle Transitional Grant Area (TGA) definition was simplified, and service unit language was clarified.
 - The template was standardized to align with other service standards.
 - Where referenced, the general standards number is included.
- There are 3 agencies currently providing emergency and transitional housing.
- There is about \$1 million in funding, and this can support about 50 people per year. The goal is to transition folks out of emergency into transitional housing, and this opens emergency housing beds. Prioritization for beds is done by disparity, and if a couple is seeking housing together, both clients do not need to be people living with HIV (PLWH).
- Oral Health service standards are next.
 - The HRSA Definition was updated to current language.
 - Measures were clarified.
- Outpatient Ambulatory Health Services are next.
 - The HRSA definition was updated to current language.
 - This is only funded for treatment adherence.
 - There were some grammatical changes.
 - Language was added to include undetectable=untransmissible.
 - Agency will maintain relationships with a client's care team.
- Non-Medical Case Management is currently under review, and this is a larger set of standards and may take longer.

MOTION: Ray moves to approve the Housing Standards. Andrew seconds.

Discussion: Gratitude was expressed for Mark's work in support of this.

The motion passed with the following vote:

- In favor – 12 – *Ron, Amber, Eve, Katie, Andrew, German, Michael, Lina, Genie, Ray, Hector, Richard*
- Opposed -0-
- Abstaining -2- *Gladys, Patricia*

MOTION: Ray moves to approve the Oral Health standards. Ron seconds.

Discussion: None

The motion passed with the following vote:

- In favor – 13 – Ron, Amber, Eve, Katie, Andrew, German, Michael, Lina, Genie, Ray, Hector, Gladys, Patricia
- Opposed -0-
- Abstaining -1- Richard

MOTION: Ray moved to approve the Outpatient Ambulatory Services, Eve seconds.

Discussion: None

The motion passed with the following vote:

- In favor – 13 – Ron, Amber, Eve, Richard, Andrew, German, Michael, Lina, Genie, Ray, Hector, Gladys, Patricia
- Opposed -0-
- Abstaining -1- Katie

VIII. Membership/Operations Committee Report

- The last section of the policies and procedures, Assessment of the Administrative Mechanism, are to be reviewed, and if accepted the whole manual can be voted for approval. The changes outline what is required in this process per the HRSA site visit findings.
- This document has been under review for months, a section at a time. This document is intended to clarify and improve processes over time.

MOTION: Eve moves to approve this policies and procedures document. Richard seconds.

Discussion: None

The motion passed with the following vote:

- In favor – 14 – German, Katie, Ray, Amber, Richard, Michael, Eve, Ron, Hector, Gladys, Lina, Patricia, Andrew, Genie
- Opposed -0-
- Abstaining -0-

IX. Needs Assessment, Priority Setting & Resource Allocation Committee Report

- This committee reviewed the reimbursement and contracting process to assess the administrative mechanism. This analyzed the time from invoice date to entry for payment. The average time was 12 days, and the committee approved of this and the previous month's review of contracting data. Karen will write up a report documenting this assessment. This will be forwarded to the Council for approval, and then passed to the recipient.
- This committee needs a co-chair as well to facilitate this important work, which is easier than one would expect.

X. +Caucus Report

- Thank you for being a friend recruitment event is a month away. Peer Seattle is interested in an ongoing relationship with the +Caucus, the Council, and around community events.
- A draft of the flyer was reviewed, and staff will incorporate changes before sending for print and sharing digitally.
- Staff will inquire if Peer Seattle is an all-ages space.

XI. Adjourn

XII. Action Items

- Staff will send the Council application and committee meeting schedule to Deaunte.
- Staff will reach out to Andrew and Katie regarding the co-chair transition.
- Staff will write up a report of the assessment of the administrative mechanism for review.
- Staff will inquire on any age restrictions for Peer Seattle.

NEXT MEETING: Monday, MONTH DAY, 2023 virtually through Zoom and [downtown at the Chinook Building](#).