



## HIV PLANNING COUNCIL

<http://ochealthinfo.com/hiv/council>

Wednesday, April 13, 2011

Public Health Services Training Center (1729E)  
1725 West 17<sup>th</sup> Street  
Santa Ana

### MINUTES

Para solicitar una copia de estos minutos en español póngase en contacto con Iris Corpus al (714) 834-8399 o [ICorpus@ochca.com](mailto:ICorpus@ochca.com).

**Chair:** Sylvia Mata

**Recorder:** Tamarra Jones

**Voting Members Present:** Amanda Acabeo, Ray Angulo, Renee Austin, Tony Barnett, Jason Benjamin, Mitch Cherness, Donna Fleming, Kelly Gomez, Alfonso Guerrero, Sarah Kasman, John Larson, Leslie Lindgren, Shelly Lummus, Sylvia Mata, Jeremiah Tilles, and Alex Trac.

**Affiliate Members Present:** Jennifer Vivar

**Voting Members Absent:** Jeff Byers, Clayton Chau (LOA), Austin Nation (Jennifer Vivar sat in as the voting member for Austin Nation. This is in accordance with the Planning Council Bylaws, Article III, Section 4.), and Christopher Ried (LOA), and Peter Scheid (LOA)

**Affiliate Members Absent:** John Paquette

**Staff:** Jane Chai, Elizabeth Gianini, Tamarra Jones, Lydia Mikhail, and Sheila Refoy

**Guests:** Ignacio Alvarez, Phillip Aragon, John Birch, Rutherford Cravens, Leo Forstall, Linda Foster (City of Santa Ana), Salvador Martinez, Samuel Monroy (Delhi), Michael Mullins, Jeffrey Oleson, Laura Salazar (HCA/ SOS), Patrick Singer (Straight Talk), George Smith (ASF), Robert Thompson, Shipra Verma (HCA Intern) Keith Wade, Christina Weckerly-Ramirez (HCA REACH), and Cesar Zamora

**Item I. Call to Order:**

Sylvia Mata called the meeting to order at 6:15pm.

**Item II. Welcome & Introductions:**

Sylvia Mata welcomed all in attendance and asked the members and guests to introduce themselves. A moment of remembrance was held. The Pledge of Allegiance was performed. A quorum was established.

**Item III. Approval of Agenda:**

Shelly Lummus put forward a motion to approve the agenda. Amanda Acabeo seconded the motion. The motion passed by consensus.

**Item IV. Approval of March 9, 2011 minutes:**

Jennifer Vivar put forward a motion to approve March 9, 2011 minutes with corrections. Amanda Acabeo seconded the motion. The motion passed by consensus.

**Item V. Public Comment:**

There was no public comment.

**Item VI. Planning Council Member Acknowledgement:**

Mitch Cherness acknowledged Jeremiah Tilles for his service on the Planning Council. Mitch also acknowledged John Maloney for his service on the Housing Committee of the Planning Council.

**Item VII. Approval of FY 2011 Instructions to the Grantee**

The Planning Council Officers reviewed the revisions to the FY 2010 Instructions to the Grantee. Reductions were made to annual and payment limits for the Emergency Financial Assistance for Housing Short Term Assistance for Rent (STAR) program. Shelly Lummus put forward a motion to approve the revisions. Jason Benjamin seconded the motion. There was no public comment on the motion. The motion passed by consensus.

**Item VIII. Approval of the FY 2011 Instructions to the Grantee**

This item was postponed from the March 9, 2011 Planning Council meeting so that the Council could review the document in full (see handout). Ray Angulo put forward a motion to approve the Instructions to the Grantee. Shelly Lummus seconded the motion. There was no public comment on the motion. The motion passed by consensus.

**Item IX. Committee Reports:**

A. Executive Committee: Tony Barnett reported that the following individuals have been appointed to the Priority Setting, Allocations, and Planning (PSAP) Committee: Amanda Acabeo, Ray Angulo, Renee Austin, Tony Barnett, Jason Benjamin, Mitch Cherness, Rutherford Cravens, Sarah Kasman, John Larson, Leslie Lindgren, Sylvia Mata, Sam Monroy, Patrick Singer, Alex Trac, and Phil Yaeger. Tony also reported that due to the federal budget situation, the Planning Council Officer Retreat on April 15, the Planning Council Leadership Training on April 16, and the Comprehensive Plan Training on May 14 will be postponed. A sign in sheet was distributed to determine alternate training dates.

B. Priority Setting, Allocations and Planning (PSAP) Committee: Renee Austin reported that the PSAP Committee approved its meeting schedule and tentative agenda items for the FY 2012-13 planning cycle (see handout). The committee will also be voting for officers at its next meeting on April 27, 2011.

C. Membership Committee: Amanda Acabeo provided an overview of changes made to the Rules of Respectful Engagement Policies and Procedures (see handout). Jason Benjamin made a motion to approve the revised policy. John Larson seconded the motion. There was no public comment on the motion. The motion passed by consensus.

Sylvia Mata reviewed the revised Leave of Absence (LOA) Request Form (see handout). Discussion ensued. The form is available on the HIV Planning Council website at: <http://ochealthinfo.com/hiv/council>. Amanda indicated that a sign-in sheet for the Planning Council booth at AIDS Walk is being distributed. Amanda also announced that Jonathan Kostka submitted his resignation to the Planning Council on May 1, 2011 and acknowledged Jonathan for his service.

D. Housing Committee: Tony Barnett reported that the Housing Committee discussed suggestions to be made during the Housing Opportunities for Persons with AIDS (HOPWA) Webinar, held April 7, 2011. The Webinar was a mechanism for the Department of Housing and Urban Development to gather suggestions in revising how they allocate HOPWA funding.

E. Client Advocacy Committee (HCAC): John Larson reported that the committee discussed the Advanced Skills for Consumer Education & National Development (ASCEND) Leadership Training. The committee also provided feedback on the development of the Client Needs Survey.

John provided an overview of changes made to the HCAC Policies and Procedures (see handout). Tony Barnett forwarded a motion to approve the revised policies. Amanda Acabeo seconded the motion. There was no public comment on the motion. The motion passed by consensus.

F. Prevention Planning Committee (PPC): Tamarra Jones reported that the Prevention Planning Committee discussed early identification of individuals with HIV/AIDS (EIIHA) strategies. There will be two upcoming meetings, one on April 26, 2011 at 2:30pm and another to focus on EIIHA on May 2, 2011 at 6:00pm. The committee has also determined that it will no longer hold subcommittee meetings prior to its regular meetings.

**Item X. Staff Reports:**

A. HIV Planning and Coordination: Tamarra Jones announced that the Grantee has not received any new information about the Ryan White award. Tamarra announced that the Grantee has received its awards from the California Office of AIDS; Care services received a \$106,002 increase in funds and Prevention services remained level. Jane Chai provided an overview of the Client Satisfaction Survey Summary Report Highlights (see handout).

B. Contract Development and Management: Sheila Refoy reported that the HIV Housing Service contracts will be reviewed by the Board of Supervisors on May 10, 2011 and HIV Prevention Service contracts will be reviewed by the Board of Supervisors on May 17, 2011.

**Item XI. Member's Privilege/Announcements:**

John Larson reported on his experience attending the ASCEND training. He then gave a presentation on the importance of bringing out of care persons living with HIV/AIDS into care.

Renee Austin provided information on a training on HIV held on April 12, 2011 discussing the benefits of early treatment.

Rutherford Cravens announced that Straight Talk was hosting its annual Pancake Breakfast on April 16, 2011.

Linda Foster from the City of Santa Ana announced that the City had received it's HOPWA award, which level from the previous year. Orange County Health Care Agency will receive \$921,133 for supportive services as requested during the HOPWA Strategy.

Sam Monroy announced that Delhi will be increasing support groups for Spanish speaking populations to increase. Delhi will also host a picnic lunch on the second Saturday in May.

Jeremiah Tilles announced that the AIDS on the Front Line conference will take place at the University of California at Irvine on April 27, 2011.

Ignacio Alvarez announced that he attended trainings on benefits counseling and treatment the prior week and found them to be very informative. He encouraged providers to take advantage of local trainings.

John Larson announced that that HCAC will be assisting with AIDS Walk activities. John thanked legal programs for recent legal workshops. John also announced that there will be a social gathering on Memorial weekend.

**Item XII. Adjournment:** Sylvia Mata adjourned the meeting at 8:05pm.