

Marc Gilbert

AGENDA

1. **Call to Order and Roll Call.** *The Chair will call the meeting to order and establish a quorum by announcing each participant in the teleconference participants list.*
 - Marc called the meeting to order and support staff took roll call in order to establish a quorum.
2. **Welcome and Introduction of Guest(s).** **The Chair will welcome everyone to the meeting** and remind attendees to please mute their mobile devices or conference line unless they are called upon to speak. Attendees may use the “Raise Your Hand” option in the participant’s panel to signal that they wish to speak. The Chair will call upon the attendee when it is their turn to speak. The Chair will ask guests of the committee meeting to announce their first and last name for the record.
 - Marc gave a warm welcome to all the guests in the room.
3. **Confirmation of Notice of Meeting Posting.** *The Chair will request from Planning Council Support Staff the total number of confirmed Notice of Meeting postings.*
 - Support staff confirmed that there were seven notices of meeting postings.
4. **Public comment and discussion. (Discussion)**

This is a period of time devoted to comments and discussion by the general public about items listed on this agenda. No action may be taken on a matter raised under this item of the agenda until the matter itself has been included specifically on the agenda as an item upon which action will be taken. Comments will be limited to three minutes per person.

 - **If you wish to make a comment in person:** Please stand, clearly state your name, and address, and please spell your last name for the record.
 - **If you wish to make a comment via Phone or Computer:** Please raise your hand through the participant chat, wait to be called upon, clearly state your name, and address, and please spell your last name for the record.
 - There were no public comments or discussions at this time.
5. **Approval of the February 28th, 2024 - Strategic Planning and Assessment Committee Minutes (For possible action)** *The chair will review the minutes from the previous meeting and entertain a motion for approval.*
 - Support staff reviewed the minutes from the February 28 2024 Strategic Planning and Assessment Committee.
 - There was a motion to approve the minutes by Kenneth Gary and seconded by Maria Montes Mendoza. All members were in favor of the motion carried.
6. **Co-Chair Announcements. (For possible action)** *The chair will announce the new co-chair.*
 - It was announced that Marc had become the new culture of the Planning Council.
 - Because of this, we would subsequently have to nominate two new chairs for the SPA Committee.
7. **Review/Update Committee Planning Council Activity Timeline (PCAT) – SPA Committee. (For possible action)** *–The chair will ask support staff to review the current scope of work and Planning Council Activity Timelines for the SPA Committee*
 - Support staff reviewed the current Planning Council Activity Timeline for the SPA Committee to ensure that we are meeting our legislative requirements.

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8. Recipients Reports Including Program Updates and Collaboration with the Recipients Office (For possible action) *The chair will ask the recipient's office to provide program updates for the TGA.*

- Heather Shoop – Office of HIV
- We currently do not have any awards. We are hoping that they will come very soon.
- We're currently in our report and things in for Part A and for the EHE side.
- The program terms report is the next report that is due for the Planning Council.
- We continue to receive requests for reimbursement and invoices from March from some of the sub recipients. By May, we will have the expenditure reports done, because that's when they're due. So, at that time, they will be able to share what our expenditures have been on the Part A and MAI side.
- Tiffany Evans had her baby on Thursday, and so she will be out for approximately 8 weeks. She was as many of you know, the ending in the HIV epidemic coordinator. Effective Monday, Jose Alcazar will be starting on our staff, and he will be taking over the position of management analyst over program and service delivery.
- The town hall was thought to have gone well. And if anyone had any questions, it was recommended that they reach out to the recipient staff, including if you had heard anything since the meeting regarding any questions that may have come up.
- They recently had their first comprehensive site visit. The site visit went exceptionally well, and there were maybe two findings. We were informed that we had fewer findings than any other jurisdiction. So basically, things were going well.
- The office thinks that they are going to be able to expand on some of the efforts that they fund and support in the community in bigger and stronger ways.
- The director is very interested in talking with them about bringing additional funds into the office of HIV outside of HRSA grant dollars that we can use to really feel gaps in the community and specifically around prevention areas. Our first project has been for the status neutral grant that we were awarded starting September for the prep navigation and case management services of racial ethnic minorities. So, target populations being MSM, Black African American, Hispanic or Latino and of course some of those sub populations, specifically people who have a hard time accessing care, people that are homeless and of our transgender community as well.
- Recipient staff was also in attendance at the NMAC National Minority AIDS Coalition summit this weekend in Seattle, and they had some really good ideas around how to expand access and how to provide prep labs for people who are uninsured.
- They have a meeting with the deputy director in early May to start talking about what the needs are and what they're seeing in the community. They're also going to look at what other funding sources may be available to help us expand on the work that we do.
- The AFAN AIDS walk is coming up this weekend. There will be a lot of activities for people to do, so please come join.
- The People Purpose Power training series is continuing. The next installment is cultural humility and we will start on June 4th an all-day cultural humility training course, and that will be followed on the 5th and the 6th by training of trainers. The goal is to be able to bolster our community's ability to interpret cultural humility, humble practices, personally, but also in our organization, to really support movie health equity.
- We have conference abstracts that were accepted for Ryan White conference presentations. One will be on case management redesign and the other one is on the love live campaign.

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9. Review Progress and Updates of the Integrated Plan (For possible action) *The chair will ask the recipient's office to provide program updates for the TGA.*

- Office of HIV

10. Review/Update Service Category Definitions and Service Standards – Work Group Update (For possible action) *The chair will ask the recipient's office to provide program updates for the TGA.*

- Tiffany Evans – Office of HIV
 - Update on leadership review of service standards and service definitions.

11. Planning for Needs Assessment (For possible action) *The chair will discuss planning for this year's needs assessment.*

- Support staff used the planning console binders to review what a needs assessment is.
- Support staff shared how the needs assessment is utilized during our road show.
- Support staff explained how each service category is broken down so that people can understand.

12. Review QM Reports from the Recipients office *The chair will ask the recipient's office to provide updates on the Quality Management reports for the TGA.*

- Currently, the clinical quality management committee is on site doing subrecipient technical assistance for this cycle of quality improvement projects. This time is allowing Jessica to do real time technical assistance and organizational assessments for those sub-recipients who may need them.

13. PSRA Meeting Preparation *The chair will discuss preparation for our upcoming PSRA session.*

- Review Framework and Meeting Logistics
- Identify Datasets for PSRA
- PSRA Data Presentation in June

14. Compile, review and resolve parking lot items (For possible action) *The chair will address any unresolved issues in the parking lot.*

- Review March Community Forum
- Challenges and Successes that have happened in the Planning Council over the last grant year.

15. Announcements by Members. (Discussion, all matters in this item are informational only).

- One of the services that NMAP is able to fund this other rebates.
- The program had some issues in regards to what it could fund due to 340B.
- It was encouraged that we include Sarah Cowen in our meetings.

16. Adjournment. (Action) *The Chair will entertain a motion and a second to approve the adjournment of this meeting.*

- Maria made a motion to end the meeting in Kenneth seconded.

Marc Gilbert
Marc Gilbert (Jul 7, 2024 14:17 PDT)

07/07/24






2024.04.24 SPA Committee Minutes

Final Audit Report

2024-07-07

Created:	2024-07-07
By:	Clifford Barnett (clifford@collaborativeresearch.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAptn9ozuQEoztDpoBkd0wHS7GJ4QO_5Hd

"2024.04.24 SPA Committee Minutes" History

-  Document created by Clifford Barnett (clifford@collaborativeresearch.us)
2024-07-07 - 8:49:22 PM GMT
-  Document emailed to Marc Gilbert (marcg89121@gmail.com) for signature
2024-07-07 - 8:49:26 PM GMT
-  Email viewed by Marc Gilbert (marcg89121@gmail.com)
2024-07-07 - 9:10:32 PM GMT
-  Document e-signed by Marc Gilbert (marcg89121@gmail.com)
Signature Date: 2024-07-07 - 9:17:47 PM GMT - Time Source: server
-  Agreement completed.
2024-07-07 - 9:17:47 PM GMT