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HIVCOMM@LACHIV.ORG • <http://hiv.lacounty.gov> ORG • VIRTUAL WEBEX MEETING

*Presence at virtual meetings is recorded based on the attendance roll call. Only members of the Commission on HIV are accorded voting privileges and must verbally acknowledge their attendance in order to vote.
Approved meeting minutes are available on the Commission's website; meeting recordings are available upon request.*

PLANNING, PRIORITIES AND ALLOCATIONS (PP&A) COMMITTEE MEETING MINUTES

January 18, 2022

COMMITTEE MEMBERS			
P = Present A = Absent EA = Excused Absence			
Kevin Donnelly, Co-Chair	P	William King, MD, JD	A
Al Ballesteros, MBA	P	Miguel Martinez, MPH, MSW	P
Frankie Darling Palacios	A	Anthony M. Mills, MD	A
Felipe Gonzalez	A	Derek Murray	P
Bridget Gordon	A	Jesus "Chuy" Orozco	P
Joseph Green	P	LaShonda Spencer, MD	P
Michael Green, PhD, MHSA	P	Damone Thomas	P
Karl T. Halfman, MS	A	Guadalupe Velasquez (Leave of Absence)	EA
COMMISSION STAFF AND CONSULTANTS			
Cheryl Barrit; AJ King, Next-Level Consulting; Catherine LaPointe; Lazara Paz-Gonzalez Facente Consulting; Jose Rangel-Garibay and Carolyn Echols-Watson			
DHSP STAFF			
True Beck, Jane Bowers, Wendy Garland, Pamela Ogata, Victor Scott and Jane Rohde Bowers			

*Some participants may not have been captured electronically. Attendance can be corrected by emailing the Commission.

*Members of the public may confirm their attendance by contacting Commission staff at hivcomm@lachiv.org.

*Meeting minutes may be corrected up to one year from the date of approval.

Meeting agenda and materials can be found on the Commission's website at <https://tinyurl.com/5y5a9b9c>

CALL TO ORDER-INTRODUCTIONS-CONFLICTS OF INTEREST

Kevin Donnelly Committee Co-Chairs, called the meeting to order at approximately 1:06 PM. Members introduced themselves and stated their conflicts of interest.

I. ADMINISTRATIVE MATTERS

1. APPROVAL OF AGENDA

Motion #1: Approved the Agenda Order. **(Passed by Consensus)**

2. APPROVAL OF MEETING MINUTES

MOTION #2: The Committee approved the November 16, 2021, meeting minutes. Minutes can be amended up to 1 year after approval. **(Passed by Consensus)**

II. PUBLIC COMMENT

3. Opportunity for members of the public to address the Committee on items of interest that is within the jurisdiction of the Committee.

There were no public comments.

III. COMMITTEE NEW BUSINESS ITEMS

4. Opportunity for Committee members to recommend new business items for the full body or a committee level discussion on non-agendized matters not posted on the agenda, to be discussed and (if requested) placed on the agenda for action at a future meeting, or matters requiring immediate action because of an emergency situation, or where the need to take action arose subsequent to the posting of the agenda.

There were no new business items.

IV. REPORTS

5. EXECUTIVE DIRECTOR/STAFF REPORT

Cheryl Barrit noted the attendance of Lazara Paz-Gonzalez of Facente Consulting. L. Paz-Gonzalez provided a PowerPoint presentation to the Committee on the California Department of Public Health (CDPH) Strategic Plan Planning Process. The consultant agency is working with the CDPH to prepare the State Integrated Plan. It was noted the presentation may help enhance the committee's conversations on planning and developing the CHP.

C. Barrit directed the Committee's attention to the Health Resources and Services Administration (HRSA) Guide, included in the meeting packet, to support a discussion on the Comprehensive Program Directives for the Division of HIV and STD Programs (DHSP). The guide is a quick reference on the purposes and focus of directives. C. Barrit highlighted geographic and/or population targeting, access to care and service modeling as suggested areas of focus in the preparation of directives. It was noted, the guide includes tips for preparing sound directive.

➤ Health Resources and Services Administration (HRSA) Guide will remain in the PP&A meeting packet through the discussion of directives.

C. Barrit noted, the review and updating of program directives are the next step in the planning and priority process. Current directives can be examined and refined to enhance the intent of multi-year service rankings and percentage allocations; thus, meeting the needs of those receiving prevention and care services. Directives are based on identified need. Implemented directives provide the committee with a tool to monitor program efforts.

Further C. Barrit identified the DHSP Minority AIDS initiative (MIA) and Emergency Financial Assistance (EFA) data presentations on the meeting agenda will enhance the committees' directives conversation.

C. Barrit updated the committee on Psychosocial Support Services allocation percentages. The Committee allocated 1% in PY 34. The Committee previously allocated funding to Psychosocial Support Services, but DHSP provided a fiscal report for PY 30 that omitted the previously allocation percentages to Psychosocial Support Services based on PY 30 expenditures. This was approved by the Commission based on the Committee recommendation.

It was noted, the PY 34 allocation should provide enough time to accommodate any procurement preparations, program planning and data gathering and analysis.

6. CO-CHAIR REPORT

a. Co-Chair Nominations/Elections

Kevin Donnelly was nominated and appointed as Co-Chair for Calendar year 2022. Dr. William King withdrew his name from nomination.

➤ The second Co-Chair seat remains open, and a nominee(s) are requested.

K. Donnelly thanked Frankie Darling-Palacios for their service as co-chair in Calendar year 2021. F. Darling Palacios is not seeking re-election.

K. Donnelly welcomed Jesus “Chuy” Orozco to the committee. He is the Housing Opportunities for Persons with AIDS (HOPWA) Program representative.

b. 2022 Workplan

K. Donnelly reviewed the Committee’s 2022 Workplan. The plan includes nine tasks reviewed by K. Donnelly. The floor was then open for questions and discussion. (Refer to the workplan included in the meeting packet for task details.)

J. Green asked if the plan included co-chairs visiting all committees, caucuses, taskforce and workgroups (at minimum annually) to provide insight on the purpose of PP&A within the Commission.

C. Barrit informed the Committee that the Operations Committee will launch a training program this calendar year (2022) that will include quarterly trainings, quizzes, staff office hours for commissioners to debrief elements discussed at meetings as a form of training.

7. DIVISION OF HIV AND STD PROGRAMS (DHSP)

a. Minority AIDS Initiative (MAI) Expenditure and Client Demographics

i. Three Years of MAI Expenditures and Demographics by Service Category

b. Emergency Financial Assistance (EFA) Expenditure and Client Demographics

ii. EFA Expenditures and Demographics

V. DISCUSSION

8. PLANNING TASKS

a. Proposed Ryan White Part A and MAI Program Year PY 33 and 34 Service Category Rankings – MOTION #3

b. Proposed Ryan White Part A and MAI Program Year PY 33 and 34 Service Category Funding Allocations – MOTION #4

9. COMPREHENSIVE PROGRAM DIRECTIVES TO DHSP

a. Ryan White Part A, MAI and Prevention Programs

10. COMPREHENSIVE HIV PLAN (CHP)

a. Address Integrated Plan Questions, Activities for Completing the Plan, Ways to Reduce Duplication of Effort and Steps for Plan Alignment

VI. NEXT STEPS

a. Task/Assignment Recap

b. Agenda Development for the Next Meeting

VII. ANNOUNCEMENTS

a. Opportunity for Members of the Public and the Committee to Make Announcements

VIII. ADJOURNMENT

a. Adjournment: