

PRIORITY SETTING & RESOURCE ALLOCATION COMMITTEE (PSRAC)



Thursday, April 11, 2024, 3:00 PM – 5:00 PM
Southeastern Live Well Center
5101 Market Street, San Diego, CA 92114
(Tubman Chavez Room C)

A quorum for this meeting is seven (7)

Committee Members Present: | Tyra Fleming (Co-Chair) | Felipe Garcia-Bigley | Pam Highfill | Dr. Delores Jacobs | Cinnamen Kubricky | Marco Aguirre Mendoza | Chris Mueller | Regina Underwood | Rhea Van Brocklin (Chair) | Freddy Villafan

Committee Members Joining Virtually: Karla Quezada-Torres (Just Cause)

Committee Members Absent: Dr. Beth Davenport | Raul Robles

MEETING MINUTES

Agenda Item	Action	Follow-up
1. Call to order	Rhea Van Brocklin called the meeting to order at 3:00 PM and noted that a quorum was established.	
2. Reminders	Rhea Van Brocklin reviewed conflicts of interest. Pam Highfill read the Committee Charge.	
3. Public Comment on non-agenda items (for members of the public)	None	
4. Sharing our concerns (for committee members)	A committee member shared a concern about mental health concerns among the community. They also expressed interest in prioritizing housing for those living with HIV. The last concern shared was regarding costs for utilities and food, requesting access to updated information on food service locations. Another committee member has expressed concern about housing and requested that it be prioritized, as rent increases are forcing residents to move out of the immediate service area.	
5. Action: Review and approve the agenda for April 11, 2024	Motion: Approve the April 11, 2024 meeting agenda as presented with the noted change: Motion/Second/Count (M/S/C): Jacobs / Garcia-Bigley / 7-0 Discussion: none Abstentions: Van Brocklin Motion carries	

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6. Action: Review and approve the meeting minutes for January 11, 2024	Motion: Review and approve the meeting minutes from January 11, 2024 as presented. M/S/C: Villafan / Mueller / 7-0 Discussion: none Abstentions: Van Brocklin Motion carries	
7. Review follow-up items from the last meeting minutes	<ul style="list-style-type: none"> • HPG Support Staff (HPG SS) will amend the November minutes to reflect no discussion regarding the chair/co-chair – Completed • HPG Support Staff will amend the November minutes to reflect a discussion of the public comment regarding PARS – Completed • HPG SS will bring the survey to the Steering Committee for discussion and vote – Completed • The committee will bring ideas on data requests to the March meeting – Pending • The recipients’ Office will investigate the fair market rates for PARS – Pending • HPG SS will send an email to all regarding the LGBTQIA+ survey. – Completed • PSRAC members have requested additional demographic data, including recent HIV migration data, language breakdown among those entering the US, new HIV diagnosis, and San Diego demographics by region. 	HPG SS will follow up with Dr. Tweeten for additional demographic information requested
8. Old Business		
a) Committee Attendance	<p>The Chair reviewed the current attendance policy: To remain in good standing and eligible to vote, the committee member may not miss 3 consecutive meetings or 6 meetings within 12 months.</p> <p>The following discussion was held:</p> <ul style="list-style-type: none"> - Two consecutive absences are not grounds for removal, but members cannot vote until they attend two consecutive meetings. - A clear policy is essential, as the membership committee has indicated a need to create alignment. 	Steering Committee to discuss PSRAC and Strategies during the April meeting
b) 2024 Needs Assessment	HPG SS provided an update on the status of the survey. The Chair encouraged the	

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Survey of HIV Impact Update	committee to continue distributing the information and collecting the surveys from the sites where they dropped them off. HPG SS is working to enter the surveys online.	
c) Review and update the 2024 PSRAC workplan (budget planning dates/times)	The Chair reviewed the updated PSRAC budget planning meeting dates: <ul style="list-style-type: none"> • June 6th 1-4 pm @ County Administration Center (CAC) Room 301 • June 13th 1-4 pm @ CAC Room 310 BOS Chambers • July 11th 1-4 pm @ CAC Room 310 BOS Chambers • July 18th 1-4 pm @ CAC Room 402A Members agreed with the dates and times but requested hard copies of the expenditure reports for review during the meetings.	
9. New Business		
a. Action: Recommendations for reallocations for FY 24 (the current fiscal year, March 1, 2024 – February 28, 2025)	None: <ul style="list-style-type: none"> • The Recipients' Office updated that the funding has not yet been received for FY 24. 	
b. Integrated/Getting to Zero Plan – update	None	
c. ACTION: Review and approve the draft key findings (KF) for the Ryan White Program (RWP) Regional Service Availability 2024	Motion: Approve the 2024 Key Findings for the Ryan White Program Regional Service Availability M/S/C: Highfill / Garcia-Bigley / 7-0 Discussion: none Abstentions: Van Brocklin Motion carries	
d. ACTION: Review and approve the draft KF Service Eligibility Criteria and Service Guidelines 2024	Motion: Approve the 2024 Key Findings Service Eligibility Criteria M/S/C: Kubricky / Mueller / 7-0 Discussion: none Abstentions: Van Brocklin Motion carries	

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10. Routine Business		
a. Review Monthly and Year to Date expenditures and assess for recommended reallocations	The updated report will be provided at the next committee meeting. The Recipients' Office reminded the committee members that all invoices are due July 1, 2024. They also commented that specific services must be cut in the coming months.	
b. Partial Assistance Rent Subsidy Program (PARS) and Emergency Housing update	<p>The Recipients' Office provided an update on the current PARS list:</p> <ul style="list-style-type: none"> • 69 is currently on the waitlist • 13 previously enrolled • 5 new applicants • Demographics of clients on the waitlist: <ul style="list-style-type: none"> 69 <ul style="list-style-type: none"> • Gender: 51 male, 11 female, 7 transgender • Race/ethnicity: 11 Black, 38 Hispanic/Latino, 20 white, 0 Asian • Age: 38 over 45, 29 ages 31-44, 2 ages 18-30 • Region breakdown: Central region 51, East 7, South 4, North 7 • 88 currently enrolled <p>The request for carryover was denied for San Diego County.</p>	
c. Review Monthly and TYD service utilization report	The Recipients' Office reviewed the service utilization and current viral suppression rates.	
11. Suggested items for the PSRAC agenda	<p>The committee members shared the following items:</p> <ul style="list-style-type: none"> • A program or service that celebrates transitions from temporary housing to permanent and stable housing is needed. • Patience and grace are key for those needing emergency housing to help them get to permanent options. 	

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12. Announcements	<ul style="list-style-type: none"> • HPG Orientation April 18th via Zoom • HPG Retreat May 22nd @ County Operations Center (COC) • The Family Health Centers of San Diego is collaborating with the Pride festival; anyone interested in participating or volunteering, please contact Felipe Garcia-Bigley • Christie’s Place is holding a Lotus training from April 30th – May 3rd to train women living with HIV to become peer navigators/advocates • End the Epidemic Event on April 23rd in Sacramento 	HPG SS will email HPG orientation registration information
13. Next Meeting:	<p>Date: Thursday, May 9, 2024, 3:00 PM – 5:00 PM</p> <p>Location: Southeastern Live Well Center, 5101 Market Street, San Diego, CA 92114 (Tubman Chavez Room A)</p>	
14. Adjournment	The meeting adjourned at 4:33 PM.	