



# County of San Diego

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## SAN DIEGO HIV PLANNING GROUP (HPG) PRIORITY SETTING and RESOURCE ALLOCATION COMMITTEE (PSRAC)

Thursday, September 8, 2022  
3:00 PM – 5:00 PM

### WebEx Meeting

### DRAFT MINUTES

Quorum is Eight (8)

Members Present: Alberto Cortes/ Beth Davenport / Felipe Garcia-Bigley / Pam Highfill / Dr. Delores Jacobs (Chair) / Cinnamen Kubricky /Chris Muller / Raul Robles / James Rucker (Co-chair) / Karla Quezada-Torres / Regina Underwood / Rhea Van Brocklin / Freddy Villafan

Absent: Alberto Cortes / Raul Robles

Agenda Item	Action	Follow-up
1. Call to order	Dr. Jacobs called the meeting to order at 3:00 PM and noted that a quorum was established.	
2. Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e) a.	<b>Action:</b> Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e) a. Find that the HPG has reconsidered the circumstances of the State of Emergency b. Find that State and local officials continue to recommend measures to promote social distancing. <b>Motion/Second/Count (M/S/C):</b> Van Brocklin/Davenport 6/0 <b>Abstentions:</b> Jacobs <b>Motion carries</b>	
3. Reminders	Cinnamen Kubricky read the committee charge. Kubricky. Dr. Jacobs reviewed conflicts of interest, the focus on service categories, and the meeting rules.	
4. Public Comment on non-agenda items (for members of the public)	A public member encouraged all members to get the flu vaccine. Reginald Carroll clarified that he resigned from the committee.	

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5. Sharing our concerns (for committee members).	A committee member shared concerns about the Texas State Judge overruling PrEP medication from the Affordable Care Act (ACA) and encouraged members to be vigilant for our state. A member of the committee noted the Emergency Assistance Fund has run out of funds.	
6. <b>Action:</b> Review and approve the agenda for September 8, 2022	<b>Action:</b> Approve the September 8, 2022 meeting agenda as presented. <b>M/S/C:</b> Van Brocklin/Villafan 10/0 <b>Abstentions:</b> Jacobs <b>Motion carries</b>	
7. New Business		
a) <b>Action Item:</b> Approve the recommendation(s) for reallocation of Part A funds in FY 22 (the current fiscal year; March 1, 2022 – February 28, 2023).	<b>Action:</b> Decrease Medical Specialty by <b>\$50,000</b> , from <b>\$243,386</b> to <b>\$193,386</b> . <b>Discussion:</b> Patrick Loose differentiated between Emergency Housing (EH) and Emergency Financial Assistance (EFA). Emergency Housing can pay up to \$4,000-5,000 per year for eviction prevention. If someone falls behind in their rent, they can pay their rent to prevent eviction. Moving into a new apartment; can pay up to 1 <sup>st</sup> two months' rent (EH cannot be used to pay rental deposits). It can also pay for short-term hotel stays for up to 2 weeks., with some extensions as needed. Emergency Financial Assistance (EFA) pays to prevent utilities shut-off; clients do not need to provide shut-off notice. It also pays for any past due rent if someone is behind on their rent. Also, if a client's medication is stolen, and EFA can pay for the replacement medication, birth certificates, driver's licenses or California ID cards, and internet connectivity. <b>M/S/C:</b> Rucker/Quezada-Torres 6/0 <b>Abstentions:</b> Jacobs, Garcia-Bigley, Muller, Underwood Villafan <b>Motion carries</b>	
	<b>Action:</b> Decrease Primary Care by <b>\$100,000</b> , from <b>\$932,630</b> to <b>\$832,630</b> . <b>M/S/C:</b> Villafan/Rucker 8/0 <b>Abstentions:</b> Jacobs, Garcia-Bigley, Muller <b>Motion carries</b>	
	<b>Action:</b> Decrease Mental Health by <b>\$50,000</b> , from <b>\$1,061,062</b> to <b>\$1,011,062</b> . <b>M/S/C:</b> Villafan/Quezada-Torres 7/0 <b>Abstentions:</b> Jacobs, Davenport, Garcia-Bigley <b>Motion carries</b>	

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	<p><b>Action:</b> Increase Emergency Housing Assistance by <b>\$150,000</b>, from <b>\$630,000</b> to <b>\$780,000</b>.  <b>M/S/C:</b> Highfill/Van Brocklin 10/0  <b>Abstentions:</b> Jacobs,  <b>Motion carries</b></p> <p><b>Action:</b> Increase Women, Infants, Children, Youth, and Families (WICYF) by <b>\$50,000</b>, from <b>\$943,317</b> to <b>\$993,317</b>.  <b>M/S/C:</b> Kubricky/Rucker 9/0  <b>Abstentions:</b> Jacobs, Van Brocklin  <b>Motion carries</b></p>	
<p><b>b)</b> Debrief of the FY 23 priority setting and budget allocation process.</p>	<p>What worked about this year's process?</p> <ul style="list-style-type: none"> <li>• Data was used to support r decisions, and the committee took time to analyze the data.</li> <li>• The learning the process was very helpful.</li> <li>• Everyone was very patient.</li> <li>• Meeting every week, working through the process.</li> <li>• Clarification from the Chair HPG and providers of what the need for services in the community to help understand the process.</li> <li>• The dedication of the committee to make the work happen.</li> <li>• Participation of consumers</li> <li>• Rich conversations about what is needed and the critical topics for people living with HIV.</li> <li>• The pace of the meeting was faster, and the group completed the prioritization earlier than expected</li> <li>• The budgeting review went smoothly.</li> <li>• The HPG staff had a better structure in keeping the committee on task and respectful of time.</li> </ul> <p>What could be improved for next year?</p> <ul style="list-style-type: none"> <li>• Frustration with not having updated HIV epidemiology data available. The committee asked how to proactively advocate getting reports and supporting data on time before the psra process?</li> <li>• COVID-19 demands and understaffing in the Epidemiology Branch had been a challenge in</li> </ul>	

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	<p>getting data on time, but the County is in the process of increasing capacity/adding new staff.</p> <ul style="list-style-type: none"> <li>• Small print of data/information, too much information, and data not being well explained or displayed <ul style="list-style-type: none"> <li>○ HPG staff support is in the process of displaying information more graphically</li> <li>○ Consider having HPG staff review data and/or materials 30 minutes before each meeting.</li> </ul> </li> <li>• Create a one-page summary that includes services categories information that explains the following: expenditures look like and what has been funded, and the key findings of the need's assessments.</li> </ul> <p>What was done about the previous year's recommendations?</p> <ul style="list-style-type: none"> <li>• The committee reviewed and concurred with the included summary document that detailed what was done regarding the previous year's recommendations.</li> </ul> <p>Members of the committee reviewed when to request a "Point of order", how to be professional, and respectfully address when someone is blatantly disrespectful to another individual during the process.</p>	
<p>c) <b>Action Item:</b> Approve recommendations for service guidelines for Psychosocial Services (regions, populations).</p>	<p>The committee recommended forwarding this to the Strategies and Standards Committee.</p>	<p>Staff will add to the Strategies and Standards Committee agenda.</p>
<p>d. Approve the meeting minutes from June 23, 2022; July 7, 2022; July 14, 2022; July 21, 2022; July 28, 2022, and August 4, 2022</p>	<p><b>Action:</b> Approved the June 23, 2022 meeting minutes as presented  <b>M/S/C:</b> Van Brocklin/Muller 4/0  <b>Abstentions:</b> Highfill/Garcia-Bigley/Kubricky/Jacobs/Rucker/Villafan  <b>Motion carries</b></p> <hr/> <p><b>Action:</b> Approved the July 7, 2022 meeting minutes as presented  <b>M/S/C:</b> Van Brocklin/Muller 4/0</p>	

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	<b>Abstentions:</b> Highfill/ Garcia-Bigley/Kubricky/Jacobs/Rucker/Villafan <b>Motion carries</b>	
	<b>Action:</b> Approved the July 14, 2022 meeting minutes as presented <b>M/S/C:</b> Van Brocklin/Highfill 6/0 <b>Abstentions:</b> Jacobs, Garcia-Bigley/Muller/Villafan <b>Motion: carries</b>	
	<b>Action:</b> Approved the July 21, 2022 meeting minutes as presented <b>M/S/C:</b> Van Brocklin/Highfill 6/0 <b>Abstentions:</b> Jacobs, Garcia-Bigley/Muller/Villafan <b>Motion: carries</b>	
	<b>Action:</b> Approved the July 28, 2022 meeting minutes as presented <b>M/S/C:</b> Van Brocklin/Highfill 6/0 <b>Abstentions:</b> Jacobs, Garcia-Bigley/Muller/Villafan <b>Motion: carries</b>	
	<b>Action:</b> Approved the August 4, 2022 meeting minutes as presented <b>M/S/C:</b> Van Brocklin/Highfill 6/0 <b>Abstentions:</b> Jacobs, Garcia-Bigley/Muller/Villafan <b>Motion: carries</b>	
<b>e. Routine Business</b>		
a) Review Monthly and YTD expenditure and examine for any recommended reallocations.  i. Review of over/under spending  b) Review Monthly and YTD service utilization report	Updated expenditure and service utilization reports were not available for the meeting.	
<b>f. Old Business</b>		
a. Getting to Zero (GTZ) Community Action Plan	PARS waitlist update: As of September 1 <sup>st</sup> , 13 new clients were enrolled in PARS There were 18 new clients unable to enroll due to missing information on their application but will get enrolled by October 1 <sup>st</sup> Additional eight clients on the waitlist who have completed a 48 months term will also be reenrolled in PARS as of October 1 <sup>st</sup> , bringing the waitlist down to zero. HPG Staff reminded the committee about the	

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b. PARS waitlist update	pending PARS recommendations for the waitlist; for example, some options were to reduce the PARS time from 48 months to 24 months.	
g. Next Meeting: Thursday, <b>October 13, 2022.</b> Location: WebEx.		
h. <b>Announcements</b>	<ul style="list-style-type: none"> <li>• Dr. Susan Little will do a presentation on Monkeypox at 5:30 pm</li> <li>• The next MPOX Task Force meeting will be on September 15, 2022 at 3 pm</li> <li>• HPG Orientation is scheduled for October 20, 2023 at 2:00 pm. Please see the link below</li> <li>• Dancing with Hope Retreat is scheduled for September 23-25 at Camp Stevens in Julian</li> <li>• Truax awards are accepting nominations until October 15<sup>th</sup>. Please see the link below</li> <li>• Reminder to get Flu and Covid-19 Boosters</li> </ul>	
i. <b>Adjournment</b>	Adjourned at 4:56 p.m.	

[https://us06web.zoom.us/webinar/register/WN\\_488iv0cTSCCTUdjgWJqMDA](https://us06web.zoom.us/webinar/register/WN_488iv0cTSCCTUdjgWJqMDA)  
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