



SAN DIEGO HIV PLANNING GROUP (HPG)
 PRIORITY SETTING & RESOURCE ALLOCATION COMMITTEE (PSRAC)
 MEETING MINUTES
THURSDAY, SEPTEMBER 14, 2023, 3:00 PM – 5:00 PM
 COUNTY OPERATIONS CENTER (COC)
 5570 OVERLAND AVE. (ROOM 1047) SAN DIEGO, CA 92123

To participate remotely via Webex:

<https://sdcountyca.webex.com/sdcountyca/j.php?MTID=m207539b6fb004c07a531ac27a67f415e>

Join the meeting via phone: 1-470-238-5742 US Toll / 52-55-6722-5298 Mexico Toll
Meeting ID: 133 857 8395 **Password:** PSRAC.20

Language translation services are available upon request at least 96 hours prior to the meeting. Please contact HPG Support Staff at 619-403-8809 or via e-mail at hpg.hhsa@sdcounty.ca.gov.

A quorum for this meeting is seven (7)

Present: Alberto Cortes, Felipe Garcia-Bigley, Pam Highfill, Dr. Delores Jacobs (Chair), Cinnamen Kubricky, Karla Quezada-Torres, Regina Underwood.

Absent: Reginald Carroll, Dr. Beth Davenport, Chris Mueller, Raul Robles, Rhea Van Brocklin, Freddy Villafan.

Agenda Item	Action	Follow-up
1. Call to order	Dr. Jacobs called the meeting to order at 3:13 p.m. and noted that an in-person quorum was established.	
2. Reminders:	The committee took a moment of silence to remember James Rucker, and participants shared their memories of him.	
3. Public Comment on non-agenda items (for members of the public)	None	
4. Sharing our concerns (for committee members)	A committee member expressed concerns about the utility bill rates increasing	

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	again and how it will impact those on a fixed income. She also expressed concern about Housing and Section 8 and how many leases are reduced to 30 days. This is affecting long-term survivors who are utilizing this service. She recommended ensuring that current information gets out to clients and that housing helps beyond just Partial Assistance Rental Subsidy (PARS).	
5. Action: Review and approve the agenda for September 14, 2023	Action: Approve the September 14, 2023 meeting agenda with the noted change: Add under 8b old business Joint Taskforce for the Needs Assessment. Motion/Second/Count: (M/S/C): Garcia-Bigley/ Quezada-Torres 6/0 Abstentions: Jacobs Motion carries	
6. Action: Review and approve the meeting minutes for July 20, 2023, and July 27, 2023	Action: Review and approve the meeting minutes for July 20, 2023, and July 27, 2023 M/S/C: Quezada-Torres/ Kubricky 5/0 Abstentions: Cortes, Jacobs Motion carries	
7. Review follow-up items from the last meeting minutes	None	
8. Old Business		
a) ACTION: Clarify the process for the two-year budget	Reviewed	
b) *NEWLY ADDED DURING MEETING* Joint Task Force for the Needs Assessment	The committee discussed that PSRAC and Strategies committees will form a task force for the Needs Assessment.	HPG Staff will send out a reminder. If you are

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	<p>The task force will have two subgroups: Shannon Ransom and Beth Davenport will take the lead.</p> <ul style="list-style-type: none"> - #1. Subgroup will work on refining the instrument itself (it needs to be refined and further developed) - # 2. Subgroup will work in outreach and distribution, and we are particularly interested in those people who are interested in outreach, who understand the distribution, etc. This subgroup will take place after the instrument is completed. - The public will still be able to review the product at the HIV Planning Group. - HPG Support staff recommend encouraging the task force to recognize and plan for the three parts to the Needs Assessment process (1. Survey, 2. Regional Meetings, and 3. Providers survey) - Focus Groups and Providers Survey to be discussed at the next PSRAC meeting. <ul style="list-style-type: none"> o What kind of support does each need? o Survey should be provided by March 2024 	<p>interested in the survey construction or the outreach portion, please contact I Dr. Delores Jacobs HPG or support staff.</p>
9. New Business		

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<p>a. ACTION: Recommendations for FY 23 reallocations (current fiscal year, March 1, 2023 – February 29, 2024)</p>	<p>Patrick Loose reviewed the action item information sheet, which was included in the meeting materials packet.</p> <p>1) ACTION: Decrease Case Management Non-Medical for Housing by \$250,000, from \$250,000 to \$0. and Decrease Housing: Location, Placement, and Advocacy Services by \$100,000, from \$100,000 to \$0.</p> <p>Motion: Cortes, Highfill 5/0 Abstention: Jacobs/Kubricky Motion carries</p> <p>2) ACTION: Decrease Psychosocial Support Services by \$60,000 from \$60,000 to \$0 (includes \$29,015 recipient action) and Decrease Mental Health Services by \$155,000, from \$1,061,062 to \$906,062.</p> <p>Motion: Cortes, Quezada-Torres 2/0 Abstention: Garcia-Bigley, Kubricky, Highfill, Jacobs, Underwood, Motion carries</p> <p>3) ACTION: Decrease Home Delivered Meals by \$19,500, from \$536,073 to \$516,573 and Increase Emergency Financial Assistance by \$19,500, from \$36,856 to \$56,356.</p> <p>Motion: Quezada-Torres/Kubricky 5/0 Abstentions: Cortes, Jacobs Motion carries</p> <p>ACTION Item 6: Increase Primary Care by \$250,000, from \$852,630 to \$1,102,630.</p>	

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	<p>Motion: Karla Quezada-Torres/Highfill 5/0 Abstentions: Garcia-Bigley, Jacobs Motion carries</p> <p>5) ACTION: Increase Medical Case Management by \$115,000, from \$1,168,338 to \$1,053,338. and increase Early Intervention Services by \$35,000, from \$800,386 to \$835,386 Motion: Cortes/Kubricky 4/0 Abstentions: Garcia-Bigley, Jacobs, Underwood, Motion carries</p> <p>ACTIO Item #8: Increase Women, Infants, Children, Youth, and Families (WICYF) by \$50,000, from \$943,317 to \$993,317 Motion: Kubricky/Garcia-Bigley 6/0 Abstentions: Jacobs Motion carries</p> <p>ACTION Item 10: Increase Emergency Housing by \$115,000, from \$960,000 to \$1,075,000 (includes \$50k recipient action) Motion: Kubricky/ Garcia-Bigley 6/0 Abstentions: Jacobs Motion carries</p>	
<p>b. Debrief the FY 24 priority setting and budget allocation process)</p>	<p>The committee debriefed the 2024 budget allocation process:</p> <ul style="list-style-type: none"> • Collaboration between provider and consumer was respectful and friendly. 	

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	<ul style="list-style-type: none"> • Members preferred the longer meetings instead of the weekly meetings. • The use of the Board of Supervisors' Chambers location was perfect due to the equipment. • Using the individual screens to see the data was useful. • Kudos to the HPG Staff for ensuring Member participation. • Kudos to the HPG Staff for the data presentations and for explaining in detail and answering questions. <p>Recommendations/ what can improve for next year</p> <ul style="list-style-type: none"> • Paperwork fonts/dot points could be a little brighter. • Some meetings could be spread out to increase consumer involvement. • The spreadsheet was challenging to read and understand. • Rather than reissuing whole packets, reissue segments. • Schedule meetings located at Southeast South Bay, Hillcrest and/or North Park locations to increase consumer participation 	
<p>c. ACTION: Review and approve the 2024 PSRAC work plan</p>	<p>The Committee discussed possible meeting time changes however made no changes. The meeting time remains the same, every other month, the</p>	

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	<p>second Thursday of the month, from 3:00-5:00 pm</p> <p>The Committee reviewed and approved the 2024 Workplan.</p>	
10. Routine Business		
<p>a. Review Monthly and Year to Date expenditures and assess for recommended reallocations</p>	<p>Patrick Loose briefly reviewed the reports that were included in the meeting materials packet.</p>	
<p>a. Partial Assistance Rent Subsidy Program (PARS) and Emergency Housing update</p>	<p>Maritza Herrera briefly reviewed the PARS report.</p> <ul style="list-style-type: none"> • 102 currently enrolled • 49 currently on the waitlist • 9 previously enrolled • 2 new applicants <ul style="list-style-type: none"> ○ Gender 35 male, 9 female, 5 transgender ○ Race/ethnicity: 10 black, 22 Hispanic/Latino, 16 white, 1 Asian ○ Age: 31 over 45, 16 ages 31-44, 2 ages 18-30 ○ Central region 34, East 4, south 4, north 7 	
<p>b. Review Monthly and TYD service utilization report</p>	<p>Reviewed</p>	
<p>11. Suggested items for the PSRAC agenda</p>	<p>None</p>	
<p>12. Announcements</p>	<ul style="list-style-type: none"> • Monday, September 18, 2023, is National HIV AIDS Aging Awareness Day • Office of AIDS has Medicare information 	

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	<ul style="list-style-type: none"> • There is information for the new COVID-19 Booster shot from the Recipient's Office. 	
13. Next Meeting:	Thursday, November 9, 2032 Location: Southeast Live Well Center, 5101 Market St., San Diego, CA 92114 (Tubman Chavez Room A) and online via WebEx.	
14. Adjournment	Adjourned at 4:50 PM as a quorum was lost.	