

PRIORITY SETTING & RESOURCE ALLOCATION COMMITTEE (PSRAC)



Thursday, November 13, 2025, 3:00 PM – 5:00 PM
County Operations Center
5560 Overland Ave, San Diego, CA 92123
Conference Room 172

A quorum for this meeting is six (6)

Committee Members: Dr. Beth Davenport | Tyra Fleming (Co-Chair) | Pamuela Halliwell | Dr. Delores Jacobs | Cinnamen Kubricky | Eva Matthews | Rhea Van Brocklin (Chair) | Joe Westcott

Committee Members Absent: Marco Aguirre Mendoza | Chris Mueller | Kalee Garland | Felipe Garcia-Bigley

MEETING MINUTES

Agenda Item	Action	Follow-up
1. Call to order	Rhea Van Brocklin called the meeting to order at 3:04 PM and noted an in-person quorum. A moment of silence was observed for Dr. Ken Riley, a long-standing and impactful advocate in the HIV community and HPG member, who passed away in early November. A physical journal was made available for committee members to share memories, and remote members were encouraged to email their thoughts.	
2. Reminders	The meeting charge and housekeeping were acknowledged. Joseph Westcott and Pamela Halliwell were welcomed to the committee as new members.	
3. Public comment on non-agenda items (for members of the public)	None	
4. Sharing our concerns (for committee members)	The following comments were made: <ul style="list-style-type: none">- A request that clients be systematically notified of any annual changes to service categories, along with clear instructions for navigating transitions.- A concern about lack of readily accessible, clear information for open enrollment options for seniors, many of whom lack smartphones or internet	

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	<ul style="list-style-type: none"> - A concern about exhaustion and frustration among advocates serving as points of contact for desperate clients. Reiteration that peer navigators/case managers are overwhelmed by the burdens of system navigation. - A concern about increasing isolation and lack of visible support/resource information in care settings. 	
<p>5. Action: Review and approve the agenda for November 13, 2025</p>	<p>Motion: Approve the November 13, 2025 meeting agenda as presented. Motion/Second/Count (M/S/C): Jacobs/Kubricky/6-0 Abstentions: Van Brocklin Motion carries</p>	
<p>6. Action: Review and approve the minutes for June 13, 27, July 17, 24, 31, and August 7, 2025</p>	<p>Motion: Approve the minutes for June 13, 27, July 17, 24, 31, and August 7, 2025. M/S/C: Jacobs/Davenport/5-0 Abstentions: Van Brocklin, Westcott Motion carries</p>	
<p>7. Old Business</p>		
<p>a. ACTION: Recommendations for how services should be organized and delivered in FY 26 (March 1, 2025 – February 28, 2026)</p>	<p>FY26 Recommendations Discussion Mental Health Access Concern:</p> <ul style="list-style-type: none"> - A recurring theme that practical access lags apparent capacity (ex, no official waitlists vs. client-reported access difficulties). Discrepancy between provider data service frequency, wait times, and client lived experience. <p>Suggestions:</p> <ul style="list-style-type: none"> - Conduct regional focus groups to identify concrete barriers to mental health access and to distinguish needs (ex, brief crisis supports vs. ongoing therapy). - Enrich provider surveys/needs assessments with client experience and expectations; “What does ‘cannot access’ mean?”; definitions of “reasonable” timelines. 	<p>Seek a documented summary from relevant committees on the outcomes of last year’s recommendations, with special attention to mental health service access.</p> <p>Explore methods regional focus groups, revised provider/client surveys to clarify the meaning and barriers of “access” as experienced by</p>

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	<ul style="list-style-type: none"> - Consider incentivizing participation to ensure diverse input, especially in underserved regions, such as East County, since we need more data. <p>Special Population Focus:</p> <ul style="list-style-type: none"> - Emphasis on engaging youth, single individuals, those struggling with substance use, and non-digitally connected seniors. <p>Emergency Financial Assistance Concerns:</p> <ul style="list-style-type: none"> - While prioritizing some groups (ex, PARS waitlists) is logical, other needs, unexpected car repairs, food, and caregivers, must not be overlooked. - Emphasis on the precarious financial reality of many clients' assistance programs must address diverse immediate needs. <p>Suggestions:</p> <ul style="list-style-type: none"> - Ensure systems are flexible to meet actual consumer-expressed needs, with eligibility not unduly narrowed to specific subgroups. <p>Outreach and Community Information Concern:</p> <ul style="list-style-type: none"> - Many clients, especially vulnerable groups, lack awareness of available services or updates, a gap compounded by the digital divide. - Traditional outreach posters, lobby materials, and in-person workshops have declined due to privacy and operational constraints. <p>Suggestions:</p> <ul style="list-style-type: none"> - Upcoming provider capacity and capability survey to include questions on outreach effectiveness. - Potential for broader, event-based engagement community fairs with various service tables, not overtly branded as HIV-specific. - Explore case manager/peer navigator support and training to 	<p>clients, including timeliness and modality of care.</p> <p>Develop recommendations for regionally and demographically diverse outreach, including physical and non-digital strategies, improved community event access, and training for frontline navigators.</p> <p>Re-evaluate the scope and priorities for Emergency Financial Assistance (EFA) to include beyond the PARS waitlist, tie eligibility and resource allocation to demonstrable consumer needs.</p> <p>Chairs to initiate discussion with MSEC to align questions, data collection, and strategies regarding mental health access and other crosscutting concerns.</p>

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	<p>serve as reliable “information conduits”.</p> <ul style="list-style-type: none"> - Consider online bulletins, targeted workshops, and regionally distributed educational events as means of closing the information gap. <p>Cross Committee Communication Concern:</p> <ul style="list-style-type: none"> - Recommendation to formalize dialogue between this committee and the Medical Standards and Evaluation Committee (MSEC), especially regarding access to mental health. Shared challenges highlight the need for consistent data and questioning strategies across committees. 	
8. New Business		
<p>a. ACTION: Recommendations for FY 25 reallocations (current fiscal year, March 1, 2025 – February 28, 2026)</p>	<p>Motion: Decrease Outpatient Ambulatory Health Services by \$445,250 from \$1,821,037 to \$1,375,787. M/S/C: Jacobs/Matthews/6-0 Abstentions: Van Brocklin Motion carries</p> <p>Motion: Increase Emergency Financial Assistance by \$445,250 from \$61,856 to \$507,106. M/S/C: Jacobs/Fleming/4-0 Abstentions: Matthews, Van Brocklin, Westcott Motion carries</p>	
<p>b. Debrief the FY 26 priority setting and budget allocation process.</p>	<p>What went well:</p> <ul style="list-style-type: none"> - Printed, large-format budget documents are appreciated. - Support for new members improved, including budget process cheat sheets. - Meeting structure and support for member engagement are highlighted as positive. <p>Suggestions for the next planning budget process:</p> <ul style="list-style-type: none"> - Need for more current, timely data in decision-making. 	

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	<ul style="list-style-type: none"> - Acknowledgment of lag due to system transitions ARIES → HIV Care Connect. - Members suggested continuing real-time qualitative input from consumers and stakeholders. - Desire for more regular breaks, logistical support, and parking guidance at the County Operations Center (COC). - A greater emphasis on clear communication and the use of microphones is requested to improve accessibility. - Presentations from those on the “front lines” are valued as supplements to pending/lagging written data. 	
<p>c. ACTION: Review and approve the 2026 PSRAC work plan</p>	<p>The committee reviewed 2026 work plan.</p> <ul style="list-style-type: none"> - No meetings in February or April due to the heavy summer meeting schedule. - January: Focus on regular reports and funding review. - March: Integrated planning data and short budget process review. - May/June: Data review (epi, co-occurring conditions, insurance, etc.); prioritize setting begins. - July: Multiple back-to-back meetings scheduled as needed; placeholders for flexibility. - August as an optional follow-up slot. - Addition of consumer needs assessment planning for the upcoming 2027 survey (tasks to begin January 2026). - Acknowledgment that some data requests will arise iteratively, especially from new members becoming familiar with the process. 	
<p>9. Routine Business</p>		
<p>a. Review Monthly and Year-to-Date expenditures and</p>	<p>Reviewed</p>	

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<p>assess for recommended reallocations</p>		
<p>b. Partial Assistance Rent Subsidy (PARS) and Emergency Housing update</p>	<p>As of November 12, 2025: 61 currently on the waitlist 27 on waitlist previously enrolled in PARS 34 are new applicants</p> <p>Demographics: <u>Gender:</u> 42 male, 13 female, 6 transgender <u>Race/ethnicity:</u> 16 Black, 30 Hispanic/Latino, 13 white, 1 Asian, 1 American Indian <u>Age:</u> 42 over 45, 17 ages 31-44, 2 ages 18-30 <u>Location:</u> Central region 41, East 11, South 3, North 6</p> <p>87 currently enrolled Demographics: <u>Gender:</u> 63 male, 16 female, 8 transgender <u>Race/ethnicity:</u> 10 Black, 50 Hispanic/Latino, 24 white, 2 Asian, 1 American Indian <u>Age:</u> 57 over 45, 28 ages 31-44, 2 ages 18-30 <u>Location:</u> Central region 51, East 13, South 18, North 5</p>	
<p>c. Review of the Monthly and Year-to-Date service utilization report</p>	<p>Reviewed</p>	
<p>d. Committee Attendance i. Discussed and approved the new attendance policy for PSRAC</p>	<p>Reviewed</p>	
<p>10. Suggested items for the future committee agenda</p>	<p>None</p>	

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11. Announcements	<ul style="list-style-type: none"> - No December PSRAC meeting. - Truax Awards Ceremony & Reception: Monday, December 1, 2025 at 3:00 PM – 5:00 PM at the LGBT Center. Coincides with the World AIDS Day. - Village Hillcrest “Tree of Life” event to follow at 6:00 PM, with traditional cookies at Mama’s Kitchen. - The HPG Support Staff’s Administrative Analyst America Gonzalez Castaneda will transition to the contracts team within the branch in December. She was recognized by the committee for her dedicated, personalized contributions over three years. 	
Next Meeting:	January 8, 2026 3:00 PM – 5:00 PM County Operations Center, 5560 Overland Ave, San Diego, CA 92123, conference Room 171 and Via Zoom	
12. Adjournment	The meeting adjourned at 4:46 PM.	