



County of San Diego

NICK MACCHIONE, FACHE
AGENCY DIRECTOR

HEALTH AND HUMAN SERVICES AGENCY
PUBLIC HEALTH SERVICES
3851 ROSECRANS STREET, MAIL STOP P-578
SAN DIEGO, CA 92110-3134
(619) 531-5800 • FAX (619) 542-4186

WILMA J. WOOTEN, M.D., M.P.H.
PUBLIC HEALTH OFFICER

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

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

WebEx Meeting

DRAFT MINUTES

Quorum is Seven (7)

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

Absent: Cinnamen Kubricky / Raul Robles

Agenda Item	Action	Follow-up
1. Call to order	Dr. Jacobs called the meeting to order at 3:02 p.m. and noted that a quorum was established.	
2. Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e)	Action: 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. Motion/Second/Count (M/S/C): Van Brocklin/Mueller 9/0 Abstentions: Jacobs Motion carries	
3. Reminders:	Dr. Jacobs reviewed reminders, meeting guidelines, and conflict of interest rules.	
4. Public Comment on non-agenda items (for members of the public)	None	
5. Sharing our concerns (for committee members).	None	

Agenda Item	Action	Follow-up
6. Action: Review and approve the agenda for December 8, 2022	Action: Approve the December 8, 2022 meeting agenda as presented. M/S/C: Rucker/Davenport 7/0 Abstentions: Jacobs Motion carries	
7. Approve the meeting minutes from October 13, 2022;	Action: Approved October 13, 2022; meeting minutes as presented M/S/C: Garcia-Bigley/Van Brocklin 8/0 Abstentions: Jacobs Motion carries	
8. Review committee attendance	Reviewed	
9. Old Business		
a. Getting to Zero (GTZ) Community Action Plan	The committee discussed Community Action Plan items that will be addressed first in the 2023: 1. Feasibility of expanding the availability of outpatient and residential substance-use treatment options 2. Increase the capacity of mental health service providers.	
b. Discussion item/new annual PSRAC process: Process for review of previous year reallocations and data upon which they were based and compare to approved upcoming (next year) and accompanying data thus far to forecast potential needs/changes which may be required.	Dr. Jacob reviewed 2021, 2022, and 2023 allocations and reallocation data sheets. The purpose of the data information is to provide the committee with a comparison tool to make future 2023 allocation recommendations. The Committee Members made the following suggestions for making future allocation decisions: <ul style="list-style-type: none">• Anticipate and look for continuous yearly needs due to the high cost of Housing• Observed for repeated adjustments needed and monitor funding balance to avoid having unused funds.• Be more proactive and think wisely about the end-of-the-year expenses to avoid reallocations.• Look at historical spending over the past couple of years.• Look for Consumer feedback, action, and recommendations regarding mental health and substance abuse treatment.	HPG Staff will update the comparison data sheet by adding the following year's budget total to allow immediate comparison and update the comments section, including a detailed description of the reason for the reallocation

Agenda Item	Action	Follow-up
	<p>The committee members had questions regarding the timelines for reallocation; how long it takes from the PSRAC recommendations to the HPG authorizations and beyond for reallocation begins?</p> <p>Patrick Loose provided the following answers and suggestions:</p> <ul style="list-style-type: none"> • It takes about 2-3 months due to the logistics of administrative contracting. • Helpful to have a timeline. • HRSA expectations: What is the need of clients, what is the gap, and what is required to fill that gap 	
<p>c. Discussion/Potential Action Item: Potential alternative housing options.</p>	<p>Additional alternative temporary housing options beyond independent living facilities</p> <p>Housing Opportunities for Persons with HIV/AIDS (HOPWHA) funded housing is available</p> <p>Independent Living Association (ILA) rents rooms to people in need; this is less expensive than hotels. https://ilacalifornia.org/san-diego-county</p>	<p>HPG support staff will draft a list of existing services</p> <p>HPG support staff will ask Freddy Villafan to provide a presentation on housing or if he knows of someone who can provide information about housing services</p>
<p>10. Routine Business</p>		
<p>a) Review Monthly and YTD expenditures and examine for any recommended reallocations</p> <p>i. Review of over/under spending</p>	<p>No recommendations for reallocations currently.</p> <p>PARS Waitlist:</p> <ul style="list-style-type: none"> - No update - Add this to monthly check-ins with HSHB 	
<p>b) Review Monthly and YTD service utilization report</p>	<p>Tabled</p>	
<p>c) COVID-19/Monkeypox update</p>	<p>Tabled</p>	

Agenda Item	Action	Follow-up
d) Affordable Care Act (ACA) update	Tabled	
e) HIV Prevention update	Tabled	
f) Review the PSRAC FY 24 Work Plan	Tabled	
11. New Business		
a) Action Item: Approve the recommendation(s) for the reallocation of Part A funds in FY 22 (the current fiscal year; March 1, 2022 – February 28, 2023).	No reallocation recommendations currently.	
b) Presentation: HPG Conflict of Interest (COI) policy and COI disclosure form – Rodney von Jaeger	<p>Rodney von Jaeger gave an overview of the HPG COI policy and disclosure form. He also reviewed the Form 700 (Statement of Economic Interest) requirement.</p> <p>The HPG COI disclosure form is required for HPG and committee members annually. Form 700 is required annually for HPG members.</p>	
12. Suggested items for the PSRAC agenda	None	
13. Next Meeting: Thursday January 12, 2023. Location: WebEx	<p>Continue discussing recommended reallocations to HPG for March 1, 2023, established budget.</p> <p>Needs assessment questions:</p> <ul style="list-style-type: none"> • What do we want to plan for needs assessment for 2023? • Is funding available for a consultant to support the assessment next year? 	
14. Announcements	<p>Christie's place finished its second cohort for Project Pearl. Nine people attended, and one person plans to apply to the HPG. The Spanish-speaking cohort of the project is starting in January 2023</p> <p>Truax Award Winners are Lisa Asmus, Jerry Turner, Rhea Van Brocklin, and Kenneth Riley, MD,</p> <p>Congratulations to Dr. Beth Davenport on completing her doctorate.</p>	
15. Adjournment	5:00 PM	

