

## STEERING COMMITTEE



*Tuesday, November 19, 2024, 11:00 AM – 1:00 PM  
County Operations Center  
5560 Overland Ave, San Diego, CA 92123  
(Conference Room 172)*

**The Charge of the Steering Committee:** The Steering Committee charge is to establish the agenda for meetings of the full Planning Group and to address matters of Planning Group governance.

### TABLE OF CONTENTS

Document	Page Number(s)
Meeting Location Instructions	001 – 002
Steering Committee Agenda 11/19/2024	003 – 004
Steering Committee Minutes 09/17/2024	005 – 009
HIV Planning Group (HPG) Agenda 11/21/2024	010 – 011
Mileage Reimbursement Form – draft with tracked changes	012 – 013
Mileage Reimbursement Form – clean draft	014 – 015
FY 24-25 Expenditures Report (through October 2024)	016 – 017
HPG Administrative Budget and Expenditures (through October 2024)	018
Monthly Utilization Report – QR Code	019
Public Comments/Sharing Concerns/Suggestions to the Steering Committee from 9/25 and 10/23 HPG Meetings	020 – 021
Steering Committee Attendance (through October 2024)	022
2024 Dr. A. Brad Truax Awards Ceremony and Reception (12/06/2024)	023 – 024
Assembly Bill 2449 and Teleconferencing Rules under the Brown Act	025 – 027

# Meeting Location & Directions:

## Steering Committee

Tuesday, November 19, 2024

11:00 AM - 1:00 PM

## County Operations Center

5560 Overland Ave

San Diego, CA 92123

(Training Room 172)



Parking is **free**. 3-hour visitor parking is available in the parking lot and parking structure. For County business exceeding 3 hours, please park in the numbered spaces in the parking structure.

### FROM I-163 SOUTH:

1. Take I-163 North to Exit 8 for Kearny Villa Road.
2. Keep right, follow signs for Kearny Villa Road.
3. Turn right onto Chesapeake Dr.
4. County Operations Center will be on your right.

### FROM I-15 SOUTH:

1. Take I-15 North to Exit 10 for Clairemont Mesa Blvd.
2. Turn left onto Clairemont Mesa Blvd.
3. Turn right onto Overland Ave.
4. Continue straight to stay on Overland Ave.



## PUBLIC TRANSPORTATION

### MTS Bus Routes:

25, 235, 928





## FROM TROLLEY & BUS:

1. Take the Blue Trolley Line to the Balboa Avenue Transit Center.
2. Walk to Balboa Ave & Moraga Ave bus stop (about 7-minute walk, 0.3 miles).
3. Take Route 27 bus from Balboa Ave & Moraga Ave to Complex Dr & Clairemont Mesa Blvd.
4. Head north on Complex Dr.
5. Cross the street and turn right on Clairemont Mesa Blvd (after U.S. Bank Branch on the right).
6. Cross the street and turn left onto Overland Ave. and head north.
7. Enter east through County Operations Center entrance/black gate. **Building 5560** will be on your left.

## FROM BUS:

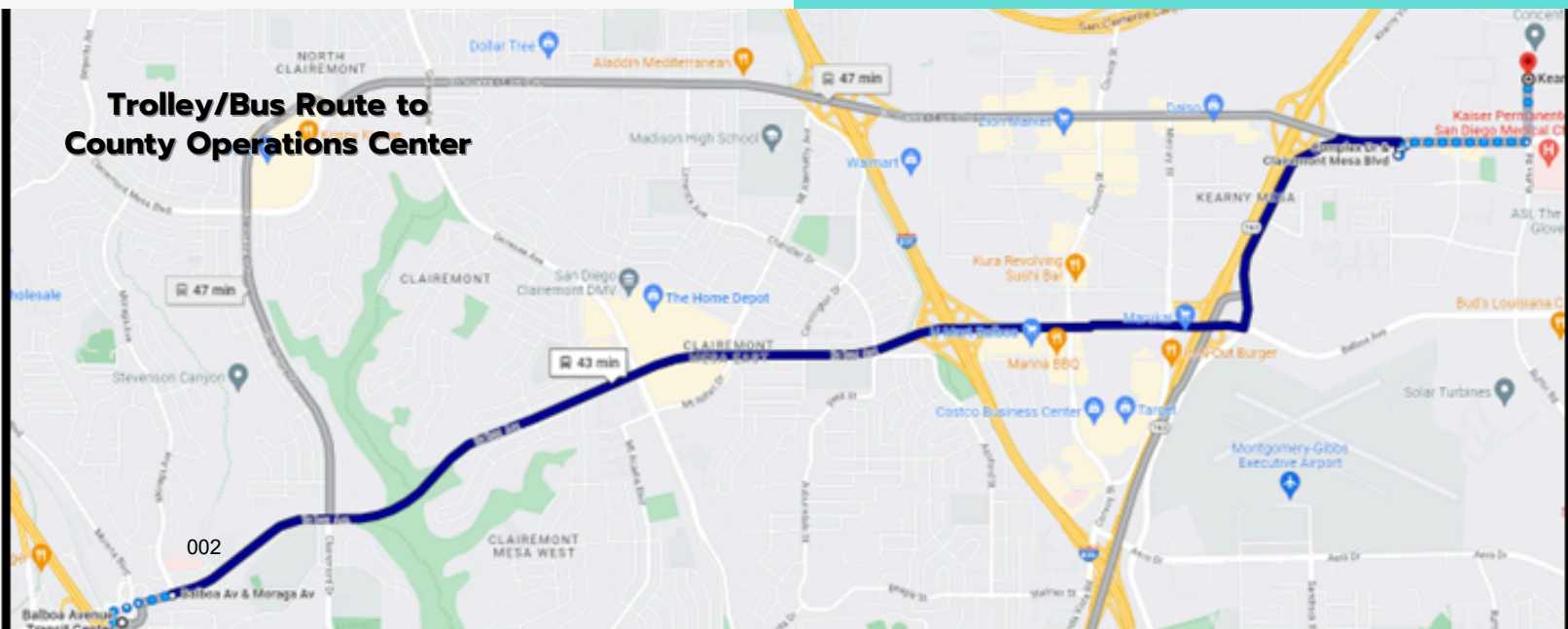
### From Ruffin Road:

1. Walk north towards Ruffin Road.
2. Turn left on Hazard Way.
3. Enter through County Operations Center entrance/black gate and head further west. Access to County Operations Center buildings will be on your **left**.

### From Overland Ave.:

1. Walk north on Overland Ave.
2. Enter east through County Operations Center entrance/black gate.
3. Turn left on pedestrian walkway. **Building 5560** will be on your **left**.

## Trolley/Bus Route to County Operations Center





## STEERING COMMITTEE

---



Tuesday, November 19, 2024, 11:00 AM – 1:00 PM  
County Operations Center  
5560 Overland Ave, San Diego, CA 92123  
(Conference Room 172)

---

### To participate remotely via Zoom:

<https://us06web.zoom.us/j/87049271222?pwd=aubVrdoZMXP2ldqXBfwNMIuDph8Aa8w.1>

Call in: +1 (669) 444-9171

**Meeting ID (access code):** 870 4927 1222

**Password:** STEER

Language translation services are available upon request at least 96 hours prior to the meeting.

Please contact HPG Support Staff via e-mail at [hpg.hhsa@sdcounty.ca.gov](mailto:hpg.hhsa@sdcounty.ca.gov).

### A quorum for this meeting is four (4).

**Committee Members:** Michael Donovan | Felipe Garcia-Bigley | Dr. David Grelotti | Cinnamen Kubricky (Vice-Chair) | Mikie Lochner (Chair) | Rhea Van Brocklin | Michael Wimpie

## MEETING AGENDA ORDER OF BUSINESS

1. Call to order, introductions, comments from the chair and a moment of silence
2. Public comment (for members of the public)
3. Sharing our concerns (for committee members)
4. **ACTION:** Approve the Steering Committee agenda for November 19, 2024
5. **ACTION:** Approve meeting minutes from September 17, 2024
6. **ACTION:** Approve the HIV Planning Group agenda for November 21, 2024
7. Committee reports and recommendations
8. Old Business
  - a. **ACTION:** Approve the revised Mileage Reimbursement Form
9. New Business
  - a. **Discussion:** 2025 Retreat
  - b. **Discussion:** Steering Committee meeting schedule
  - c. Public comments/HPG member comments/Suggestions to the Steering Committee from previous HPG meeting(s)
10. Routine Business
  - a. **Review:** Committee attendance
11. HIV, STD, and Hepatitis Branch (HSHB) Report
12. HPG Support Staff Report

## STEERING COMMITTEE

---

a. Administrative budget review

13. Future agenda items for consideration

14. Announcements

15. Next meeting date: **Tuesday, January 21, 2025, 11:00 AM – 1:00 PM**

Location: Seville Plaza – Live Well Support Center, 5469 Kearny Villa Rd, San Diego, CA  
92123 (1<sup>st</sup> Floor, Training Room D)

16. Adjournment

## STEERING COMMITTEE



Tuesday, September 17, 2024, 11:00 AM – 1:00 PM  
 Seville Plaza – Live Well Support Center  
 5469 Kearny Villa Road, San Diego, CA 92123  
 (3<sup>rd</sup> Floor, Conference Room 3700)

**A quorum for this meeting is four (4).**

**Members Present:** Michael Donovan | Cinnamen Kubricky (Vice-Chair) | Mikie Lochner (Chair) | Rhea Van Brocklin | Michael Wimpie

**Members Absent:** Felipe Garcia-Bigley | Dr. Winston Tilghman

### ORDER OF BUSINESS

Agenda Item	Discussion/Action	Follow-Up
1. Call to order, roll call, comments from the chair, and a moment of silence	Mikie Lochner called the meeting to order at 11:00 AM. All attendees introduced themselves. A moment of silence was observed.	
2. Public comment (for members of the public)	A member of the public expressed concern regarding the times of the meetings, the occasional change in meeting schedule, and the lack of people in attendance.	
3. Sharing our concerns (for committee members)	A member of the committee expressed the following concerns: <ul style="list-style-type: none"> <li>- Clients with Blue Promise medical insurance have been informed that they are no longer covered at the Owen Clinic.</li> <li>- Section 8 housing has recently increased rent with little notice, impacting mental health among vulnerable populations.</li> </ul>	The Recipient's Office to look into the process for notifying clients when there are Medi-Cal changes, including reaching out to the providers and notifying clients.
4. <b>ACTION:</b> Approve the Steering Committee agenda for September 17, 2024	<b>Motion:</b> Approve the Steering Committee agenda for September 17, 2024 as presented. <b>Motion/Second/Count (M/S/C):</b> Van Brocklin/Kubricky/4-0 <b>Abstentions:</b> Lochner <b>Motion carries</b>	
5. <b>ACTION:</b> Approve meeting minutes from June 18, 2024	<b>Motion:</b> Approve meeting minutes for June 18, 2024 as presented. <b>M/S/C:</b> Kubricky/Lochner/4-0 <b>Discussion:</b> A member of the public expressed concern about not being able to access the materials before the meeting. <b>Abstentions:</b> Lochner	

**STEERING COMMITTEE**

Agenda Item	Discussion/Action	Follow-Up
	<b>Motion carries</b>	
6. <b>ACTION:</b> Approve the HIV Planning Group agenda for September 25, 2024	<p><b>Motion:</b> Approve the HIV Planning Group (HPG) agenda for September 25, 2024 with a removal of item 9f (approval of FY 25 priority rankings).  <b>M/S/C:</b> Van Brocklin/Wimpie/4-0  <b>Discussion:</b> A member of the public recommended the committee consider reviewing the Partial Assistance Rental Subsidy (PARS) program. It was recommended that this discussion take place the next Priority Setting and Resource Allocation Committee (PSRAC) meeting.  <b>Abstentions:</b> Lochner  <b>Motion carries</b></p>	HPG Support Staff (HPG SS) to remove item 9f.
7. Committee reports and recommendations	None	
8. Old Business		
a. HPG Retreat – recap	<p>The committee reviewed the main discussion points from the HPG Retreat and noted the following:</p> <ul style="list-style-type: none"> <li>- Not have meetings at the Medical Examiner’s Office in the future.</li> <li>- Is there a plan to begin addressing the discussion and feedback from the retreat?</li> <li>- Meetings are not consumer friendly; how do we shift the focus on the needs of the community?</li> <li>- Survey on topics among members and the community.</li> <li>- Better direction on expectations is needed.</li> </ul> <p>Members of the public commented:</p> <ul style="list-style-type: none"> <li>- HPG members with longer experience in their seats may consider being more hands on with newer members to give guidance and walkthroughs.</li> <li>- More regular monthly meetings are needed, and it is recommended that all individuals receiving Ryan White services receive travel reimbursement to attend all meetings.</li> <li>- Outreach to disadvantaged communities.</li> <li>- Address these issues also with the Community Engagement Group and the Membership Committee.</li> </ul>	HPG SS will place the topic on the next Steering Committee agenda for further discussion and recommendations.
9. New Business		

## STEERING COMMITTEE

Agenda Item	Discussion/Action	Follow-Up
<p>a. <b>Discussion:</b> Interpreting AB 2449 and the use of Just Cause and Emergency Circumstance for virtual attendance</p>	<p>Mikie Lochner reviewed the expectations and the rules set in place by the AB 2449, which sunsets on December 31, 2025. The HPG decided Abigail West is currently the only exception as the state does not allow travel to meetings. She is allowed to join the meeting virtually and must make her meeting space available to the public. Her meeting address is displayed at the top of the HPG agenda. This exception is part of the original AB 2449 rules.</p> <p>There was a discussion regarding considering a two-part meeting structure with the first part being more of a townhall/social structure and the second part being more formal and following the guidelines of the Brown Act.</p>	
<p>b. <b>ACTION:</b> Review, update and approve the Mileage Reimbursement Form</p>	<p>The committee discussed and made the following recommendations:</p> <ul style="list-style-type: none"> <li>- Include a time in and time out.</li> <li>- Include amount of time attendee is expected to attend the meeting.</li> </ul> <p>Add to the November Steering Committee agenda.</p>	<p>HPG SS to make the recommended changes and bring the form to the November meeting for review and approval.</p>
<p>c. <b>ACTION:</b> Approve the purchase of HPG promotional items</p>	<p><b>Motion:</b> Approve the amount of \$1,000 spending out of the administrative budget on HPG promotional items.</p> <p><b>M/S/C:</b> Van Brocklin/Donovan/4-0</p> <p><b>Abstentions:</b> Lochner</p> <p><b>Motion carries</b></p>	<p>HPG SS will order the promotional material.</p>
<p>d. <b>Review:</b> Board Letter to Authorize Acceptance of HIV Services Grant Funding and Applications for Future Funding Opportunities</p>	<p>Lauren Brookshire reviewed the Board Letter which will go forward to the HPG at the September 25, 2024 meeting.</p>	<p>HPG SS to forward the Letter to the HPG for approval at the September 25 meeting.</p>
<p>e. <b>Report:</b> Assessment of the Administrative Mechanism (AAM)</p>	<p>Dasha Dahdouh reviewed the draft report of the AAM. The committee recommended clarifying the timeframe between procurement and contract.</p>	<p>Forward to the HPG at the September 25, 2024 meeting.</p>



## STEERING COMMITTEE

Agenda Item	Discussion/Action	Follow-Up
f. Public comments/HPG member comments/Suggestions to the Steering Committee from previous HPG meeting(s)	HPG SS reviewed the comments and topic suggestions for future meetings.	
10. Routine Business		
a. <b>ACTION:</b> (Priority Setting and Resource Allocation Committee): Reallocations for FY 24	None	
b. <b>Review:</b> Committee attendance	The committee reviewed the 12-month attendance.	
11. HIV, STD, and Hepatitis Branch (HSHB) Report	<p>Lauren Brookshire reviewed the expenditure report which was included in the meeting materials packet.</p> <p>Maritza Hererra reviewed the service utilization report which showed 2,636 services year to date, compared to 2,540 same timeframe last year. For Ryan White clients with a viral load, viral suppression was 94%. She also provided an update on the Partial Rental Assistance Subsidy (PARS) service category: As of Sept 6, 2024, 87 persons on the waiting list on which 15 previously enrolled and six (6) were new applicants.</p> <p>Demographics of clients on the waitlist (87):</p> <ul style="list-style-type: none"> <li>• Gender: 60 male, 19 female, 8 transgender</li> <li>• Race/ethnicity: 14 Black, 46 Hispanic/Latino, 22 white, 3 Asian, 2 American Indian</li> <li>• Age: 50 clients over 45, 33 clients aged 31-44, 4 clients aged 18-30</li> <li>• Region: Central region 59, East 12, South 6, North 10</li> </ul> <p>71 clients currently enrolled in PARS</p>	
12. HPG Support Staff Report		

## STEERING COMMITTEE

Agenda Item	Discussion/Action	Follow-Up
a. Administrative budget review	Dasha Dahdouh reviewed the administrative budget and expenditures to date.	
13. Future agenda items for consideration	<ul style="list-style-type: none"> <li>- Identifying what is missing for long-time survivors who are out of care.</li> <li>- Being more engaged with new HPG members.</li> </ul>	
14. Announcements	<ul style="list-style-type: none"> <li>- Dr. Tilghman will be recognized at the September 25 HPG meeting.</li> <li>- Mikie Lochner asked Michael Wimpie to introduce himself at the meeting.</li> <li>- Collaboration in Care Conference on Empowered Aging: Thriving Beyond HIV San Diego will be held at Marriott La Jolla on Sep 18-20, 2024.</li> <li>- Dancing with Hope Retreat: A Strength for the Journey Women’s Empowerment Retreat will be held at Camp Stevens Retreat Center in Julian, CA on September 20-22, 2024.</li> <li>- California Department of Public Health, Office of AIDS, Ending the Syndemic Symposium will be held on September 30-October 2, 2024. Registration is available at:  <a href="https://web.cvent.com/event/78E9F755-FB35-4F11-8D68-7948CC8776BF/summary">https://web.cvent.com/event/78E9F755-FB35-4F11-8D68-7948CC8776BF/summary</a> </li> <li>- HPG Orientation will be held on Tuesday, October 29, 2024 at 2:00 PM – 4:00 PM.</li> </ul>	
15. Next meeting date	<p><b>Date:</b> Tuesday, November 19, 2024  <b>Time:</b> 11:00 AM – 1:00 PM  <b>Location:</b> to be determined, in-person and via Zoom</p>	
16. Adjournment	Meeting adjourned at 1:06 PM.	

## SAN DIEGO HIV PLANNING GROUP (HPG)



Thursday, November 21, 2024, 3:00 PM – 5:00 PM  
Southeastern Live Well Center  
5101 Market Street, San Diego, CA 92114  
(Tubman Chavez Room A)

### To participate remotely via Zoom:

<https://us06web.zoom.us/j/85368987291?pwd=KnO1bBlgoyR53sVY04E8ymyNo6OUq4.1>

Call in: +1 (669) 444-9171

**Meeting ID (access code):** 853 6898 7291

**Password:** SDHPG

Language translation services are available upon request at least 96 hours prior to the meeting.

Please contact HPG Support Staff via e-mail at [hpg.hhsa@sdcounty.ca.gov](mailto:hpg.hhsa@sdcounty.ca.gov).

### A quorum for this meeting is eleven (11).

**HPG Members:** Marco Aguirre Mendoza | Beth Davenport | Michael Donovan | Tyra Fleming | Felipe Garcia-Bigley | David Grelotti | Ben Ignalino | Lori Jones | Cinnamen Kubricky (Vice-Chair) | Michael Lochner (Chair) | Skyler Miles | Veronica Nava | Venice Price | Ivy Rooney | Stephen Spector | Rhea Van Brocklin | Jeffery Weber | Abigail West\* | Michael Wimpie | Adrienne Yancey

\*Participating virtually from 1616 Capitol Ave, Sacramento, CA 95814

### ORDER OF BUSINESS

1. Call to order
2. Welcome, introductions, moment of silence
3. Matters from the Vice-Chair
4. Public comment (for members of the public) – concerns/questions/suggestions for future topics
5. HPG Member Open Forum – concerns/questions/suggestions for future topics
6. **ACTION:** Approve the HPG agenda for November 21, 2024
7. Old Business:
  - a. None
8. New Business:
  - a. **ACTION** (*Membership Committee*): Approve HPG appointments
  - b. **ACTION** (*Priority Setting and Resource Allocation Committee*): Reallocations for FY 24 (March 1, 2024 – February 28, 2025)
  - c. **ACTION** (*Medical Standards and Evaluation Committee*): Approve Outpatient/Ambulatory Services Standards
9. Routine Business:
  - a. **ACTION:** Approval of consent agenda for October 23, 2024 which includes:

## SAN DIEGO HIV PLANNING GROUP (HPG)

---

- i. Approval of HPG minutes from October 23, 2024
- ii. Acceptance of the following committee minutes:

Steering Committee	September 17, 2024
Membership Committee	September 11, 2024
Priority Setting and Resource Allocation Committee	None
Medical Standards and Evaluation Committee	June 11, 2024
Community Engagement Group	None
Strategies and Standards Committee	None

*(The following is for HPG information, not for acceptance):*

CARE Partnership	September 16, 2024
Housing Committee	None

- iii. Committee Reports
  - 1. HPG committees
  - 2. State Office of AIDS (OA) and AIDS Drug Assistance Program (ADAP) – Abigail West
  - 3. Housing Committee Report – none
- iv. California HIV Planning Group (CHPG) – tabled
- v. Administrative budget report

10. HIV, STD, and Hepatitis Branch (HSHB) Report

11. HPG Support Staff Updates

12. Announcements

13. Adjournment

Next Meeting Date: **Wednesday, December 18, 2024, at 3:00 PM – 5:00 PM**

Location: Southeastern Live Well Center, 5101 Market Street, San Diego, CA 92114 (Tubman Chavez Rooms A and B) and via Zoom.



# Consumer Mileage Reimbursement Claim Form

Mileage reimbursement is permitted for the actual transportation costs of consumers to and from eligible HIV Planning Group (HPG) meetings.

**This form must be completed in person at each eligible meeting attended by an unaffiliated consumer.**

<b>Name:</b>	<b>Phone Number:</b>
<b>Date of Meeting/Event:</b>	<b>Meeting/Event Address:</b>

I am eligible to receive mileage reimbursement because I meet one of the following criteria:

- Unaffiliated consumer appointed to the HIV Planning Group
- Unaffiliated consumer attending a meeting for a committee to which I am assigned (or am a guest speaker)
- Unaffiliated consumer attending the Community Engagement Group or other officially approved HPG meeting or event

<b>Meeting Attended:</b>	<b>Starting Point/Home Address</b>
<input type="checkbox"/> HIV Planning Group <input type="checkbox"/> Community Engagement Group <input type="checkbox"/> Membership Committee <input type="checkbox"/> Medical Standards & Evaluation Committee <input type="checkbox"/> Priority Setting & Resource Allocation Committee <input type="checkbox"/> Steering Committee <input type="checkbox"/> Strategies & Standards Committee <input type="checkbox"/> Ad Hoc: _____ <input type="checkbox"/> Officially approved HPG meeting or event _____	_____ <i style="text-align: center;">Number and Street</i> _____ <i style="text-align: center;">City                      State/Country                      Zip Code</i>
	<input type="checkbox"/> <b>Check If the Ending point is the same as the Starting Point</b> <b>Ending Point</b> _____ <i style="text-align: center;">Number and Street</i> _____ <i style="text-align: center;">City                      State/Country                      Zip Code</i>
<p><b>Completed forms will be reimbursed via the closest value gas card(s) based on the standard mileage rates <del>for using</del>for using a car (also vans, pickups, or panel trucks) published by the Internal Revenue Service.</b></p>	<p><i>By signing below, I certify the following:</i></p> <ol style="list-style-type: none"> <li>1. <i>I am an unaffiliated consumer of Ryan White services.</i></li> <li>2. <i><del>I drove to/from the meeting and incurred mileage for attending and participating. I drove and attended the meeting, checked, and incurred mileage to attend this meeting.</del></i></li> </ol> <p><b>Signature: X</b> _____</p>
<b>For HIV Planning Group Support Staff Use Only</b>	
Calculated Roundtrip Mileage:	≈ APPROX _____ MILES @ \$0.67/MILE = \$ _____
Approved Gas Card Amount:	\$ _____
Gas Card Number(s):	#1- _____ #2- _____ #3- _____ <i style="text-align: center;">Card 1                      Card 2                      Card 3</i>
Issued on:	_____
HPG Support Staff:	_____

<sup>1</sup> An unaffiliated consumer is defined as one:

- a. who is living with HIV and is receiving HIV-related services from a Ryan White Part A services provider; and
- b. <sup>012</sup> who is not a board member or officer of, employee of, or consultant to any providers receiving Ryan White Part A funds, and does not represent any such entities or receive a stipend from such entities

# HIV Planning Group

## Consumer Mileage Reimbursement Claim Form

### INSTRUCTIONS

To successfully complete this form, follow these guidelines:

1. Fill in the following areas:
  - a. Name
  - b. Phone number
  - c. Select your eligibility
  - d. Select Name of Meeting/Event Attended
  - e. Starting address (address from where you started your travel). Please note that any travel outside San Diego County will not be reimbursed.
  - f. Signature
  - g. Date
2. Completed forms must be turned in to HPG Support Staff within 30 days of the meeting attended to receive a gas card.

### GUIDANCE

Ryan White Part A funds may only be used to reimburse the mileage expenses of unaffiliated consumers attending a committee to which they are assigned, the Community Engagement Group, or other authorized event or meeting.

~~Ryan White funds cannot be used to reimburse the expenses of non-members to attend HIV Planning Group meetings as observers. However, the HIV Planning Group can reimburse actual meeting expenses for unaffiliated consumers who serve on committees, attend officially affiliated groups/task forces/committee-related events, or make requested presentations to the HPG.~~

All reimbursements ~~are~~ made are consistent with federal guidance and local regulations. In the event of any conflict between local, state and federal rules, the federal rules prevail.

### ELIGIBILITY

You are eligible to receive reimbursement if you are an unaffiliated consumer who drove to/from a meeting as outlined on the reimbursement form, and meet the following criteria:

~~You are an appointed member of the HPG, OR~~

~~You are an unaffiliated consumer attending the Community Engagement Group OR~~

~~You are an HPG member or an unaffiliated consumer attending a committee meeting that you have been appointed;~~  
~~AND~~

~~You drove to this meeting using a private vehicle.~~

You are NOT eligible if:

1. You received a ride to the meeting for which you did not incur cost.
2. You are attending a meeting that is not HPG-related.
3. You are not an "named/appointed" member of the committee you are attending.
4. If you have missed two consecutive meetings.
- ~~3.5. If you have been were more than late for more than 30 minutes late to two meetings.~~

**If the information on this form is inaccurate, the person making the claim will not receive additional reimbursement and will give up all rights to a trial. Contact HPG Support Staff with any questions.**





# HIV Planning Group

## Consumer Mileage Reimbursement Claim Form

### **INSTRUCTIONS**

To successfully complete this form, follow these guidelines:

1. Fill in the following areas:
  - a. Name
  - b. Phone number
  - c. Select your eligibility
  - d. Select Name of Meeting/Event Attended
  - e. Starting address (address from where you started your travel). Please note that any travel outside San Diego County will not be reimbursed.
  - f. Signature
  - g. Date
  
2. Completed forms must be turned in to HPG Support Staff within 30 days of the meeting attended to receive a gas card.

### **GUIDANCE**

Ryan White Part A funds may only be used to reimburse the mileage expenses of unaffiliated consumers attending a committee to which they are assigned, the Community Engagement Group, or other authorized event or meeting.

All reimbursements made are consistent with federal guidance and local regulations. In the event of any conflict between local, state and federal rules, the federal rules prevail.

### **ELIGIBILITY**

You are eligible to receive reimbursement if you are an unaffiliated consumer who drove to/from a meeting as outlined on the reimbursement form.

You are NOT eligible if:

1. You received a ride to the meeting for which you did not incur cost.
2. You are attending a meeting that is not HPG-related.
3. You are not an “appointed” member of the committee you are attending.
4. If you have missed two consecutive meetings.
5. If you were more than 30 minutes late to two meetings.

**If the information on this form is inaccurate, the person making the claim will not receive additional reimbursement and will give up all rights to a trial. Contact HPG Support Staff with any questions.**

**Please submit the claim no later than 30 days from meeting to receive reimbursement.**

RW 2024-25 PART A AWARD INFORMATION	
Funding Source	Total RW 2024-25 Award
Part A	11,667,474.00
Part A MAI	784,859.00
<b>TOTAL AWARD AMOUNT</b>	<b>12,452,333.00</b>

<b>RW 2024-25</b> <b>YEAR TO DATE EXPENDITURE AND</b> <b>SAVINGS BREAK-DOWN AS OF</b> <b>OCT 2024</b>
--

FY24-25 ALLOCATION BREAK DOWN								
Funding Source	Admin. \$	Admin. %	CQM \$	CQM %	RW 2024-25 Service dollars	Total	CORE Medical Services	Support Services
Part A	1,131,364	10%	349,067	3%	10,187,043	11,667,474	70%	30%
Part A MAI	78,486	10%	32,933	4%	673,440	784,859		
<b>TOTAL</b>	<b>1,209,850.00</b>		<b>382,000.00</b>		<b>10,860,483.00</b>	<b>12,452,333.00</b>	<b>70%</b>	<b>30%</b>

Ryan White Part A Allocations											
Service Categories	HRSA Ranking	Priority Ranking	RW 2024-25 HPG Initial Allocation	%	HPG & Recipient Approved Actions +/-	RW 2024-25 HPG Adjusted Allocation	%	% Elapsed		RW 2024-25 Balance	Comments
								RW 2024-25 Year to Date Expenditure	RW 2024-25 Year-to-Date % Expenditure/Budget		
Outpatient Ambulatory Health Services: Primary Care	1l	1	1,102,630.00	11%	-	1,102,630.00	11%	821,575.36	75%	281,054.64	
Outpatient Ambulatory Health Services: Medical Specialty	1l	2	195,000.00	2%	-	195,000.00	2%	83,910.58	43%	111,089.42	
Psychiatric Medication Management	1j	12	6,000.00	0%	-	6,000.00	0%	4,913.98	82%	1,086.02	
Oral Health	1k	3	160,940.00	2%	-	160,940.00	2%	100,947.48	63%	59,992.52	
Medical Case Management	1h	4	1,151,853.00	12%	-	1,151,853.00	12%	662,668.16	58%	489,184.84	
Non-Medical Case Management for Housing		6	200,000.00	2%	-	200,000.00		-	0%		
Housing: Emergency Housing	2e	7	1,183,515.00	12%	-	1,183,515.00	12%	579,309.03	49%	604,205.97	
Housing: Location, Placement and Advocacy Services NEW		8	100,000.00	1%	-	100,000.00		-	0%		
Housing: Partial Assistance Rental Subsidy (PARS)	2e	9	807,507.00	8%	43,000.00	850,507.00	9%	291,786.48	34%	558,720.52	
Non-Medical Case Management	2h	5	392,021.00	4%	-	392,021.00	4%	222,623.16	57%	169,397.84	
Coordinated HIV Services for Women, Infants, Children, Youth, and Families (WICYF)	1c	13	993,157.00	10%	-	993,157.00	10%	572,685.80	58%	420,471.20	
Childcare Services	2a		-	0%	-	-	0%	-	0%	-	
Early Intervention Services: Regional Services	1c	14	810,000.00	8%	(20,000.00)	790,000.00	8%	448,344.98	57%	341,655.02	
Health Education & Risk Reduction	2d	14a	-	0%	-	-	0%	-	0%	-	
Outreach Services	2j	14b	-	0%	-	-	0%	-	0%	-	
Referral Services	2l	14c	-	0%	-	-	0%	-	0%	-	
Referral to Health and Supportive Services (Peer Navigation)		16	300,000.00	3%	(40,000.00)	260,000.00	3%	102,939.48	40%	157,060.52	

Ryan White Part A Allocations											
% Elapsed 67%											
Service Categories	HRSA Ranking	Priority Ranking	RW 2024-25 HPG Initial Allocation	%	HPG & Recipient Approved Actions +/-	RW 2024-25 HPG Adjusted Allocation	%	RW 2024-25 Year to Date Expenditure	RW 2024-25 Year-to-Date % Expenditure/Budget	RW 2024-25 Balance	Comments
Mental Health: Counseling/Therapy & Support Groups	1j	10	900,000.00	9%	(90,000.00)	810,000.00	8%	388,826.76	48%	421,173.24	
Psychosocial Support Services		17	46,744.00	0%	-	46,744.00	0%	-	0%	46,744.00	
Substance Abuse Services: Outpatient	1m	11	260,127.00	3%	53,000.00	313,127.00	3%	169,564.07	54%	143,562.93	
Substance Abuse Services: Residential	2o	18	-	0%	-	-	0%	-	0%	-	
Home-based Health Care Coordination	1e	19	228,500.00	2%	-	228,500.00	2%	45,581.14	20%	182,918.86	
Transportation: Assisted and Unassisted	2g	20	122,830.00	1%	29,000.00	151,830.00	2%	88,431.94	58%	63,398.06	
Food Services: Food Bank/Home-Delivered Meals	2c	21	536,073.00	5%	-	536,073.00	5%	295,666.52	55%	240,406.48	
Medical Nutrition Therapy	1i	22	35,542.00	0%	-	35,542.00	0%	21,020.71	59%	14,521.29	
Legal Services	2i	23	285,265.00	3%	-	285,265.00	3%	173,471.56	61%	111,793.44	
Emergency Financial Assistance	2b	24	36,856.00	0%	25,000.00	61,856.00	1%	42,744.55	69%	19,111.45	
Home Health Care	1f	25	-	0%	-	-	0%	-	0%	-	
Early Intervention Services: HIV Counseling and Testing	1c	26	-	0%	-	-	0%	-	0%	-	
Cost-Sharing Assistance	1d	27	-	0%	-	-	0%	-	0%	-	
Hospice	1g	28	-	0%	-	-	0%	-	0%	-	
<b>Subtotal</b>			<b>9,854,560.00</b>	<b>100%</b>	<b>-</b>	<b>9,854,560.00</b>	<b>97%</b>	<b>5,117,011.74</b>	<b>52%</b>	<b>4,737,548.26</b>	
<b>Ryan White Part A Minority AIDS Initiative (MAI)</b>			<b>RW 2024-25 HPG Initial Allocation</b>		<b>HPG &amp; Recipient Approved Actions +/-</b>	<b>RW 2024-25 HPG Adjusted Allocation</b>	<b>%</b>	<b>RW 2024-25 Year to Date Expenditure</b>	<b>RW 2024-25 Year-to-Date % Expenditure/Budget</b>	<b>RW 2024-25 Balance</b>	<b>Comments</b>
Multi-Disciplinary Team			593,183.00		-	593,183.00	86%	316,514.24	53%	276,668.76	
Housing: Emergency Housing			100,000.00		-	100,000.00	14%	84,340.74	84%	15,659.26	
<b>Subtotal</b>			<b>693,183.00</b>		<b>-</b>	<b>693,183.00</b>	<b>100%</b>	<b>400,854.98</b>	<b>58%</b>	<b>292,328.02</b>	
<b>TOTAL</b>			<b>10,547,743.00</b>		<b>-</b>	<b>10,547,743.00</b>		<b>5,517,866.72</b>	<b>52%</b>	<b>5,029,876.28</b>	

CORE and Support Sevcies Allocation Breakdown				
Total Allocation		Total Expenditure		Total Balance
CORE Medical Services		4,325,474.00	2,470,770.95	1,854,703.05
Support Services		5,200,146.00	2,646,240.79	2,553,905.21
<b>TOTAL</b>		<b>9,525,620.00</b>	<b>5,117,011.74</b>	<b>4,408,608.26</b>

Program: HIV Planning Group - Administrative Budget  
Year: RW 2024

<b>DETAILED INTERNAL BUDGET</b>				
Budget Period: 03/01/2024 to 2/28/2025 CFD#: 93.914 Updated - 3/2024-10/2024 Expenditures for 11/2024 Meeting	<b>% of Year Elapsed</b>	<b>66.7%</b>		
	<b>FY 24 Budget</b>	<b>YTD Total Expenditures</b>	<b>Expended</b>	<b>Remaining Balance</b>
<b>Personnel Expenses (Salary &amp; Benefits)</b>	\$ 307,705.26	\$ 294,974.51	95.86%	\$ 12,730.75
<b>Interpreter Services</b>	\$ 10,200.00	\$ 7,422.26	72.77%	\$ 2,777.74
<b>Food</b>	\$ 7,100.00	\$ 2,797.52	39.40%	\$ 4,302.48
<b>Staff Training</b>	\$ 250.00	\$ -	0.00%	\$ 250.00
<b>Office Expenses</b>	\$ 5,731.00	\$ 2,929.64	51.12%	\$ 2,801.36
<b>Mileage and Gas Cards</b>	\$ 7,100.00	\$ 2,838.94	39.99%	\$ 4,261.06
<b>Zoom</b>	\$ 750.00	\$ 3,220.07	429.34%	\$ (2,470.07)
<b>WiFi (MiFi)</b>	\$ 573.00	\$ 1,644.55	287.01%	\$ (1,071.55)
<b>TOTAL PC BUDGET</b>	\$ 339,409.26	\$ 315,827.49	93.05%	\$ 23,581.77

# Ryan White Utilization Report

Summary of  
Services for FY 24

*(March 1, 2024 - February  
28, 2025)*

HIV, STD and Hepatitis Branch





**Public Comment/Sharing Concerns/Suggestions to the Steering Committee from the September 25 and October 23, 2024 HPG meetings**

Agenda Item	Comment	Steering Committee Response
<b>Public Comment</b>	<p><b>9/25/24:</b> Members of the public shared the following:</p> <ul style="list-style-type: none"> <li>- Their appreciation of having HPG and committee meetings in accessible locations.</li> </ul> <p><b>10/23/24:</b></p> <ul style="list-style-type: none"> <li>- A concern about the social services sector experiencing significant issues, including lack of funding, leading to many clients being denied necessary services.</li> <li>- A concern about the amount of money allocated to mental health resources.</li> </ul>	
<b>Sharing Concerns</b>	<p><b>9/25/24:</b> HPG members expressed the following:</p> <ul style="list-style-type: none"> <li>- Recommendation that the County consider hosting an Aging Resource Fair. They also expressed concern about the Section 8 housing notification process.</li> <li>- Concern with being denied care at a Ryan White provider with their insurance coverage.</li> <li>- Shared a personal story about their diagnosis and encouraged the HPG to continue to be mindful of the Trans community.</li> <li>- Concern about the insurance options available through the Medi-Care open enrollment.</li> </ul> <p><b>10/23/24:</b></p> <ul style="list-style-type: none"> <li>- Concern about rising housing costs and the unaffordability for Ryan White clients living with HIV.</li> <li>- Concern about the amount of time the introductions take.</li> <li>- Concern about lack of services for the aging population living with HIV. They also shared their frustration with the Medi-Cal services.</li> </ul>	

**Public Comment/Sharing Concerns/Suggestions to the Steering Committee from the September 25 and October 23, 2024 HPG meetings**

<b>Suggestions to the Steering Committee for consideration of future items</b>	None	
<b>Request from the community on future training topics and other agenda items</b>	None	

**HIV PLANNING GROUP**  
**12-MONTH COMMITTEE TRACKING**  
November 2023 - October 2024

<b>STEERING COMMITTEE</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>#</b>
<b>Total Meetings</b>	1	0	1	1	1	1	1	1	0	0	1	0	<b>8</b>
<b>Community Engagement Group Michael Donovan</b>				*	*	*	*	*	NM	NM	*	NM	<b>0</b>
<b>Medical Standards &amp; Evaluation Committee Dr. David Grelotti</b>													<b>0</b>
<b>Membership Committee Felipe Garcia-Bigley</b>									NM	NM	<b>1</b>	NM	<b>1</b>
<b>Priority Setting &amp; Resource Allocation Committee Rhea Van Brocklin</b>					*	*	*	<b>1</b>	NM	NM	*	NM	<b>1</b>
<b>Strategies &amp; Standards Committee Michael Wimpie</b>										NM	*	NM	<b>0</b>
<b>HIV Planning Group Mikie Lochner (Chair)</b>	*	NM	*	*	*	*	*	*	NM	NM	*	NM	<b>0</b>
<b>HIV Planning Group Cinnamen Kubricky (Vice-Chair)</b>						*	*	*	NM	NM	*	NM	<b>0</b>

To remain in good standing and eligible to vote, the committee member may not miss 3 consecutive meetings or 6 meetings within 12 months.

\* = Present

**1** = Absent for the month

**1** = Absence when there are multiple meetings that month. Member needs to attend at least one (1) meeting for attendance to count for that month.

JC = Just Cause

EC = Emergency Circumstance

NM = No Meeting

NQ = No Quorum

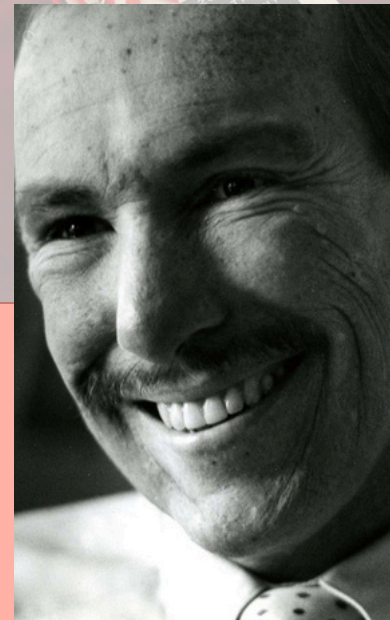
# DR. A. BRAD TRUAX AWARDS

Presented by the San Diego HIV Planning Group

## THE 35TH ANNUAL DR. A. BRAD TRUAX AWARDS

FRIDAY, DECEMBER 6, 2024 FROM 3PM - 5PM

3909 CENTRE ST., SAN DIEGO, CA 92103



The Dr. A. Brad Truax Award was created to honor the memory of Dr. Truax and his tireless dedication to the prevention and treatment of HIV/AIDS in San Diego.

The award is given annually to recognize a person who has served the community and made outstanding overall contributions to the fight against the HIV/AIDS epidemic.



**Three (3) additional awards are given in each of the following categories:**

- HIV Education, Prevention, and/or Counseling and Testing
- HIV Care, Treatment, and/or Support Services
- HIV Planning, Advocacy, and/or Policy Development

Each nominee is acknowledged as a Community Award Recipient.

To register or volunteer  
scan the QR code



or email

HPG.HHSA@sdcounty.ca.gov

Spanish interpretation will be provided





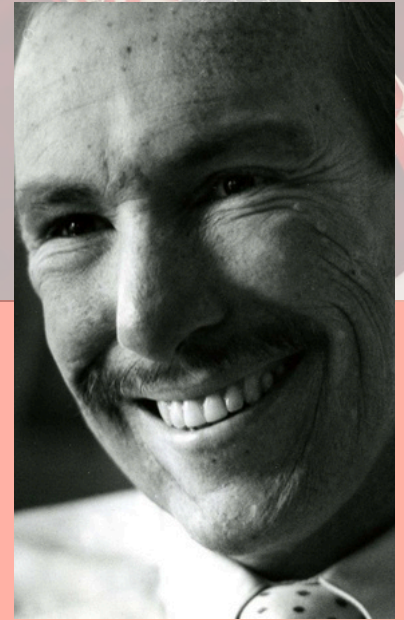
# DR. A. BRAD TRUAX AWARDS

Presentado por el Grupo de Planificación del VIH de San Diego

## LA 35TH ENTREGA ANUAL DE LOS PREMIOS DR. A. BRAD TRUAX

VIERNES, 6 DE DICIEMBRE DEL 2024 DE 3PM - 5PM

3909 CENTRE ST., SAN DIEGO, CA 92103



El premio Dr. A. Brad Truax fue creado para honrar la memoria del Dr. Truax y su incansable dedicación a la prevención y el tratamiento del VIH/SIDA en San Diego.

El premio se otorga anualmente para reconocer a una persona que ha servido a la comunidad y ha hecho contribuciones generales sobresalientes a la lucha contra la epidemia del VIH/SIDA.



Se otorgan tres (3) premios adicionales en cada una de las siguientes categorías:

- Educación, prevención y/o consejería y pruebas del VIH
- Servicios de atención, tratamiento y/o apoyo para el VIH
- Planificación, promoción y/o desarrollo de políticas sobre el VIH

Cada nominado es reconocido como un Destinatario del Premio de la Comunidad.

Se proporcionará interpretación en español



Para registrarse o ser voluntario  
escanee el código QR



o envíe un correo electrónico  
[HPG.HHSA@sdcounty.ca.gov](mailto:HPG.HHSA@sdcounty.ca.gov)

**ASSEMBLY BILL (AB) 2449: JUST CAUSE AND EMERGENCY CIRCUMSTANCES (2023)**

If the physical attendance quorum requirement is met, AB 2449 permits a member who is not physically present to request virtual attendance at the local legislative body’s meeting under two circumstances: (1) for “just cause” and (2) due to “emergency circumstances”.

Qualifying Reason	Provisions to attend remotely	Requirements/Limitations
<p><b>Just Cause</b></p>	<ul style="list-style-type: none"> <li>• There is a childcare or caregiving need (for a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner) that requires the member to participate remotely</li> <li>• A contagious illness prevents the member from attending the meeting in</li> <li>• There is a need related to a defined physical or mental disability that is not otherwise accommodated for</li> <li>• Traveling while on official business of the legislative body or another state or local agency</li> </ul>	<p>A member is limited to <b>two (2)</b> virtual attendances based on “just cause” per calendar year</p>
<p><b>Emergency Circumstances</b></p>	<p>“A physical or family medical emergency that prevents a member from attending the meeting in person.”</p> <p>A member is not required to disclose any medical diagnosis or disability, or any personal medical information that is already exempt from existing law.</p>	<p>A member of the legislative body must make a request to the body to allow the member to meet remotely due to an emergency circumstance, and further must provide a general description of the circumstance justifying such attendance.</p> <p>A request from a member to attend remotely due to an emergency circumstance requires that the legislative body take action and approve the remote attendance at the start of the meeting for the member to be allowed to participate remotely for that meeting*.</p>

*\*If the request does not allow sufficient time to be placed on the agenda as a proposed action item, then the legislative body may take action at the beginning of the meeting.*

**ADDITIONAL REQUIREMENTS FOR A MEMBER PARTICIPATING REMOTELY:**

In addition to making a request either for “just cause” or due to an “emergency circumstance” for remote appearance, AB 2449 imposes the following three (3) additional requirements on legislative body members seeking to appear remotely at public meetings:

1. Before any action is taken during the meeting, the member **must** publicly disclose whether any other individuals 18 years of age or older are present in the room at the remote location with the member, and the general nature of the member’s relationship with any such individuals.
2. A member of the legislative body participating from a remote location must participate through both audio **and** visual technology.
3. A member’s remote participation cannot be for more than three (3) consecutive months or 20 percent of the regular meetings for the local agency within a calendar year. And if the legislative body regularly meets fewer than ten (10) times per calendar year, a member’s participation from a remote location cannot be for more than two meetings.



## **AB 2449 Checklist**

(Applicable January 1, 2023 to December 31, 2025)

### Procedures for Public Participation

- Public must be able to remotely hear, visually observe, and address the legislative body either remotely or in person in real time
- Public must have the opportunity to participate via: 1) two-way audio or 2) a telephonic service with a webcasting service
- Public cannot be required to submit comments prior to the meeting

### Procedures for Member to Teleconference from a Remote Location

- Member must participate through both audio and visual technology
- Member must disclose adults who are present in the room at the remote location with the member and the general nature of the relationship with those individuals
- Member must submit a general description of the need to teleconference to the legislative body at the earliest opportunity (do not disclose any medical diagnosis or disability)
- Member may teleconference for just cause. Just cause is limited to 2 meetings per calendar year (see "Limits per Member" below). Just cause is defined as:
  - Child care or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse or domestic partner
  - Contagious illness that prevents member from attending in person
  - A need related to a physical or mental disability
  - Travel on official business of the legislative body or another state or local agency
- Member may teleconference due to emergency circumstances, which requires approval of the legislative body and which is defined as a physical or family medical emergency that prevents a member from participating in person
- Limits per Member: Just cause and emergency circumstances cannot be invoked collectively for more than: 1) two meetings if the legislative body has fewer than 10 meetings per calendar year, or 2) three consecutive months or 20 percent of regular meetings per calendar year if the legislative body has 10 or more meetings per year. Just cause cannot be invoked more than twice per calendar year.

### Procedures for the Board/Commission/Committee/Group

- Include instructions on the agenda how the public can participate remotely
- A quorum of the members of the legislative body must participate in person at the noticed location that is open to the public
- A majority of the membership must approve a request by a member to teleconference due to emergency circumstances; include the request on the agenda if received in time
- All votes must be taken by roll call
- Meeting must be stopped and no action taken if the broadcast of the meeting or ability of the public to comment is disrupted

# TELECONFERENCING RULES UNDER THE BROWN ACT

	Default Rule	Declared Emergency (AB 361)	Just Cause (AB 2449)	Emergency Circumstance (AB 2449)
In person participation	Required	Not Required	Required	Required
Member participation via teleconferencing	Audio or Audio-visual	Audio or Audio-visual	Audio-visual	Audio-visual
Required (minimum) opportunities for public participation	In-Person	Call-In or internet-based	Call-in or internet-based <u>and</u> in person	Call-in or internet-based <u>and</u> in person
Disruption of broadcast or public's ability to comment	Meeting can proceed	No further action taken	No further action taken	No further action taken
Reason must be approved by legislative body	No	Yes (Initial findings and renewed findings every 30 days)	No, but general description to be provided by legislative body	Yes and general description to be provided to legislative body
Votes must be taken by roll call	Yes	Yes	Yes	Yes
Member's remote location included on agenda	Yes	No	No	No
Declared emergency and health official's recommendations for social distancing	No	Yes	No	No
Annual limits	None	None	Twice per calendar year (limits for emergency circumstances also apply for collective number of times AB 2449 can be used per year)	3 consecutive months/ 20% of regular meetings per calendar year; or 2 meetings per calendar year if body meets less than 10 times per year (collectively with just cause)
Effective Dates <small>027</small>	Ongoing	Expires 12/31/2023	Expires 12/31/2025	Expires 12/31/2025