

# HIV Community Planning Council

## STEERING COMMITTEE

Thursday, June 18<sup>th</sup>, 2025

Zoom

3:00-4:30 pm

**Committee Members Present:** Chuck Adams, Bill Blum, Irma Parada, Nikos Pecoraro, Richard Sullivan

**Committee Members Absent:** Franco Chevalier [A], Zachary Davenport [E], Elaine Flores [A], Ron Hernandez [E], Thomas Knoble [A], Helen Lin [A]

**Others Present:** None

**Support Staff Present:** Mark Molnar, Kira Perez, Kat Tajgeer

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### *Minutes*

#### 1. Introductions

The meeting was called to order at 3:04 pm by CM Sullivan. Everyone introduced themselves and quorum was not established.

#### 2. Review/Approve June 18<sup>th</sup>, 2025 DRAFT Agenda – VOTE

Due to lack of quorum, the June 18<sup>th</sup>, 2025 DRAFT Agenda will be reviewed and approved at the next meeting.

#### 3. Review/Approve May 15<sup>th</sup>, 2025 DRAFT Minutes – VOTE

Due to lack of quorum, the May 15<sup>th</sup>, 2025 DRAFT Minutes will be reviewed and approved at the next meeting.

#### 4. Announcements

- None.

#### 5. Public Comment

- None.

#### 6. Committee and Work Group Reports – VOTE

- Community Engagement Committee Update –
  - CM Sullivan updates the group on the HCAP update. He reports there was a case in which a client in a residential substance use facility relapsed and was provided with a behavioral stipulation plan as a result. One of the requirements was to relocate the client to another room in the facility, which posed a problem for them and their service animal, as the client currently lived in the only room with access to the backyard to take their service animal outside. Spano filed a reasonable accommodation request and is awaiting a response from the service provider. CM Sullivan highlights another case in which Spano was contacted by a subsidy service provider who was having trouble contacting their client and requested HCAP support. Spano is attempting to contact the client and is still waiting for a response.
  - CM Sullivan also notes that the Committee reviewed the Carry Forward Allocation and voted to approve the recommendations.
  - CM Sullivan provides an update on the Needs Assessment, noting there have been a lot of interviews and it's going well. There is still no movement with the COLA.
- Council Affairs Committee Update –

- CM Adams updates the group they reviewed a Housing Update from CM Vasquez and there was lots of discussion. They also briefly reviewed the CQI/Quality Assurance presentation from John Aynsley. The Committee also reviewed the Carry Forward Allocation and voted to approve the recommendations.
- Membership Committee Update –
  - CS Perez updates the group that the Membership Committee reviewed their typical agenda items. They discussed Notice of Attendance to be sent and current Leaves of Absences, reviewed the monthly demographic reports, and reviewed the Carry Forward Allocation.
  - CS Molnar adds that the Committee approved an application for the State Office of AIDS/Part B representative seat.

#### **7. Carry Forward Allocation – VOTE**

- CS Molnar provides a brief overview of the annual Carry Forward Funding process, noting that they are unspent Ryan White Part A (RWPA) funds that community-based organizations (CBO) didn't spend down before the end of the contract year. The remaining funds must be used for projects that can be completed before the end of the contract year. CS Molnar reviews the service categories HHS is recommending the Carry Forward Funds be used for:
  - ◆ Food/Home Delivered Meals – \$288,122
  - ◆ Emergency Financial Assistance – \$190,000
  - ◆ Other Professional Services – \$25,000
  - ◆ Psychosocial Support – \$15,000
- CM Sullivan asks what changes happened to the Psychosocial Support recommendation?
  - ◆ CS Molnar says the change that was made was to remove the name of the service provider to make it more general.
- CS Molnar notes that due to lack of quorum the Committee will not vote on the recommendations and instead the recommendations will come to the Full Council as a motion on the floor from the Membership Committee.

#### **8. Meeting Evaluation**

- CS Perez shares the results from the last Full Council meeting and the average rating was 9.5.

#### **9. Full Council Agenda**

- CS Molnar shares and reviews the Full Council agenda for June 23<sup>rd</sup>, 2025.

#### **10. By-laws and P&P Review**

- Due to lack of quorum, the By-laws and P&P Review will be postponed until the next meeting.

#### **11. Next Meeting Dates & Agenda Items – VOTE**

*The date of the next Steering Committee meeting is scheduled for July 17<sup>th</sup>, 2025 via Zoom.*

#### **12. Adjournment**

- The meeting was adjourned at 3:24pm pm by CM Sullivan.

**Steering Committee**

**HIV Community Planning Council**

Roll Call: **P**=Present; **A**=Absent; **E**=Excused; **L**=Leave of Absence

Votes: **Y**=Yes; **N**=No; **B**=Abstain; **R**=Recused (deduct from quorum)

<b>Date: June 18, 2025</b>	[roll]	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]
1. Chuck Adams (CA Co-Chair)	P								
2. Bill Blum	P								
3. Franco Chevalier (CE Co-Chair)	A								
4. Zachary Davenport (Council Co-Chair)	E								
5. Elaine Flores (Mem Co-Chair)	A								
6. Ron Hernandez (Mem Co-Chair)	E								
7. Thomas Knoble (Council Co-Chair)	A								
8. Helen Lin (CA Co-Chair)	A								
9. Irma Parada (Council Co-Chair)	P								
10. Richard Sullivan (CE Co-Chair)	P								
11. Nikos Pecoraro	P								
<b>Ayes</b>									
<b>Nayes</b>									
<b>Abstentions</b>									
<b>Recusals</b>									
<b>Total</b>	5								