



HIV Health Services Planning Council
PLANNING COMMITTEE MINUTES
Tuesday, February 13th, 2007
San Francisco Department of Public Health
25 Van Ness Avenue, Room 330B
3:30 – 5:30pm

Committee Members Present: Simmons (Co-Chair), Thomas (Co-Chair), Kleffner, Sweetin

Committee Members Absent: Siron (Excused), Soto

Other Council Members Present: Herman, Kanios

Others Present: Mike Smith (HIV/AIDS Provider Network), Maree Kay Parisi (DPH – EPI), Celinda Cantu (SFDPH HHS), Bill Blum (SFDPH HHS), Steven Guolric-McClurg (Maitri), Michelle Long (Director, San Francisco Department of Public Health HIV Health Services)

Council Support Staff: Jack Newby, Ray West

1. Introductions

The meeting was called to order at 3:40 p.m. by CM Simmons and quorum was established. Everyone introduced themselves.

2. Review/Approve Agenda

The agenda was reviewed and approved by consensus.

3. Review/Approve *January 9, 2007* Minutes

The minutes were reviewed and approved by consensus.

4. Announcements

Susan Latham has resigned from Council Support Staff effective February 28, 2007.

5. Public Comment

There was no public comment.

6. Steering Committee Update

The Steering Committee Retreat minutes were presented and reviewed.

7. Review of Epi Presentation

Ms. Parisi gave a review of the Epi data format to be presented at the March 2007 CARE Council meeting. The availability of new information gathering methods will permit the epi data presentation to be expanded and the ability to see where trends are in the newly diagnosed. (See Handout, Status of the HIV/AIDS Epidemic San Francisco, dated April 24, 2006).

The 2007 presentation will also include research projects underway.

Of note is that the EMA is switching to the mandatory names base reporting system. CM Thomas noted that most EMA's are below level for names based reporting requirement.

8. Board of Supervisors' Comprehensive HIV/AIDS Housing Work Group (BOSHWG) Report

Presented by CM Simmons and brought forth the BOSHWG.

Recommendations brought forward

See handout.

3 categories

1. High priority – Tier 1

- A. Prevent homelessness for those at-risk due due to pernding federal funding cuts and policy changes.
- B. Increase supply of housing available to persons with HIV/AIDS.
- C. Eviction prevention assistance.
- D. Systems change.

2. Medium priority - Tier 2

- A. Improved marketing and outreach to PLWHA's.

3. Low priority - Tier 3

- A. Economic security leading to housing stability.
- B. Pilot new housing models that offer a spectrum of housing opportunities for PLWHA's at all stages of disability, including homeownership.

9. Review and Discussion of the HRSA (US Health Resources and Services Administration) Reprioritization Formula

Reauthorization Update: Discuss impact of changes on schedule

CM Thomas discussed the Reauthorization update.

March 1/April 30/August 1st

Verbal directive Title I compliance immediate (3/1/07). Budget and implementation will be sent after supplemental award.

Challenge for next Council meeting is to ensure compliance with new guidelines.

The committee discussed the presentation of proposal for compliance with the 75% funding for Core Medical Services requirement.

Recommendation that priority setting remain the same and allocation is addressed at the next meeting.

Proposal does not include actual dollar amounts due to questions that still remain regarding the process.

The goal is to preserve existing services and reduce impact of changes on clients and providers while ensuring that legislative requirements are being met.

Services may be moved to Core Services if they can be justified as integrated primary care.

Budget models will be presented to full council for review and consideration.

Title II complies with 75% due to ADAP.

2. Reduce funding to existing Support Service categories to match historical underspending in those categories. The grantee may also reduce contracts within Core services contracts, and those funds will be reallocated within the category.
3. Re-allocate to Core Medical Services all possible costs (within (HRSA guidelines), e.g. case management, emergency financial assistance spent on medical cost, and services provided in the context of integrated primary care (such as peer advocacy).
4. Re-allocate to Admin all possible costs, such as the portion of contracts supporting Reggie.
5. Ensure that Marin and San Mateo counties are in compliance with the requirements.
6. Move the Center of Excellence currently funded by Minority AIDS Initiative funding to regular Title I funds.
7. Maximize Title II flexibility by moving services from Other Support Services to Title II.
8. Maximize General Funds to maintain otherwise uncovered costs in Other Support Services Categories
 - a. Use existing GF resources to move housing to GF in accordance with existing Council directives.
 - b. If allowable, move GR-funded COE's and other appropriate services to Title I and fund support services with GF.
 - c. Advocate for additional GF to cover remaining housing costs and any other shortfalls.
9. Minimize the number of contracts affected by the changes.

The grantee will prepare a proposal for the Council regarding which service categories should be funded by Formula and Supplemental. The grantee will also produce models of best and worst case scenarios to help inform Council decision making.

Cap on admin has increased to 10% (15% w/ QM). This depends on grantee not increasing charges for costs. i.e cost to Reggie to be put into contracts.

General Fund is not completely reliable for budget shortfalls for continuation of all services.

Not included was hold-harmless.

Public Comment

Mike Smith, on behalf of all providers, acknowledgment of George, Laura and Michelle for work on proposal.

Recommendations to Steering Committee, Tuesday, February 20th

Action

**Simmons/Herman - Move SF Proposal to Steering for approval
Unanimous**

10. Review and Discussion of the January 26th Steering Committee Annual Retreat

- *Review draft retreat minutes*

This item was not discussed at this time. Council Support will put into grid form individual committee work plan objectives for review and action.

- *Review Work Plan*

This item was not discussed at this time. Council Support will put into grid form individual committee work plan objectives for review and action.

11. Next Meeting Date & Agenda Items

- *Tuesday, March 13th, 2007 is the next scheduled meeting date.*

12. Adjourn

The meeting adjourned at 5:30 p.m.

For meeting on February 26th

Counties give report on compliance

Proposal

Agenda item for reduction protocols (to at least start the discussion)

This could be further discussed at the March meeting.

Review Title IV – next agenda.