

**HIV Health Services Planning Council**  
**PLANNING COMMITTEE MINUTES**  
**Tuesday, January 9<sup>th</sup>, 2007**  
**San Francisco Department of Public Health**  
**25 Van Ness Avenue, Room 330B**  
**3:30 – 5:30pm**

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**Committee Members Present:** Council Member Thomas (Co-Chair), Council Member Kleffner, Council Member Soto, Council Member Sweetin, Council Member Siron

**Committee Members Absent:** Council Member Simmons (Co-Chair)

**Other Council Members Present:** None

**Others Present:** Celinda Cantu (San Francisco HIV Health Services), Bill Blum (San Francisco HIV Health Services)

**Council Support Staff:** Jack Newby, Susan Latham, Ray West

### **1. Introductions**

The meeting was called to order at 3:40 p.m. by CM Thomas (Co-Chair) and everyone introduced themselves.

### **2. Review/Approve Agenda**

The agenda was reviewed and approved by consensus.

### **3. Review/Approve *December 11, 2006 Minutes***

The minutes were reviewed and approved by consensus.

### **4. Announcements**

CM Thomas announced that she will be leaving Tenderloin Health effective Monday.

Mr. Blum announced that there will be "Best Practices for Transgenders" training in February and that spaces may be reserved by contacting the San Francisco HIV Health Services office.

Mr. Newby announced that the HIV Positive Caucus will meet on Wednesday, January 10<sup>th</sup> at 7:15 p.m. following the regularly scheduled Community Outreach and Advocacy meeting.

### **5. Public Comment**

There was no public comment.

### **6. Steering Committee Update**

There was no Steering Committee Update.

## 7. Review CARE Act Title III Presentations

CM Thomas presented the CARE Act Title III presentation information as a tool in understanding the Title III funding stream.

There was clarification that substance abuse and mental health services are outpatient.

It was requested that the other funding streams work group define HIV services by service provider. This useful tool will aid in understanding the system of care.

**Action Item – ask presenter to amend the last page of presentation to list by service provider**

## 8. Review Care Act Title IV Presentation

The Committee reviewed the Larkin Street Youth presentation for the full CARE Council meeting in February.

Questions regarding the presentation included:

- Title IV description of 8 partners on page 2 the same as on page 5 clarification. How do they collaborate with partners outside and including Title IV agencies?
- How do they coordinate with Title I and how are the services coordinated?

Recommendations to be forwarded to the presenter are:

- A basic introduction for Title III and Title IV and the differences for coordination of services for newer council members.

## 9. Review and Adjust the Council's 2007 Presentation Calendar as Necessary

The Committee reviewed the Council 2007 Presentation Calendar and made the following notations:

1. Additional bullet points should be added for Epidata (February) and county presentations (March) should also be included and timing should be consistent.
2. County presentations should include the work group recommendations and demographic trends should be used
3. Begin with last years presentation and take that information and move forward to revise the presentation. Presentation should include "n" reference number, i.e. n=85.

### Action Items

- Epidata presentation to be moved to April to accommodate the presenters schedule.
- Conflict of Interest training will be held in March.

- Invite Mary Kay Parisi to next month meeting.

## **10. Discuss Data Presentation (HRSA Requirements) for January 22<sup>nd</sup> Council Meeting**

At the full Council Meeting on January 22<sup>nd</sup>, a presentation will for Council Members will be given to give information about the HRSA legislative process and requirements. This information is being provided to assist Council Members in understanding the process of the decisions that they are making.

Presentation suggestions include:

1. Slides shown indicate the legislative requirements and implementation methods but are not discussed (so that CM can review and study later).
2. Use this presentation information as an orientation tool. To make this relevant, weave why presentations occur and present historical information.
3. Add summary of focus from last year and changes in priority and allocation over the year and reasoning as examples of the decision making may be useful. This information would include real world examples.
4. In considering a Centers of Excellence presentation a focus on the Forensic AIDS Project is suggested. The purpose is to acquire more information on the formerly incarcerated and their linkages to care. It is also recommended that this topic be discussed at the upcoming Steering Committee retreat.

## **11. Reauthorization Update**

There was no further update at this time.

## **12. Board of Supervisors' Comprehensive HIV/AIDS Housing Work Group Report**

The Board of Supervisor's Comprehensive HIV/AIDS Housing Working Group is working on recommendations for the Board of Supervisor's review.

- Housing issues being presented include:
- Moving residential care off wait list
- Building resources
- Moving subsidies onto general fund

There is a desire to incorporate housing into needs assessment to account for those who are currently homeless or in jeopardy of homelessness.

Housing demographics are currently being compiled to reflect familial breakdown for homeless category. The complexities of cross referencing the data will be easily answered with good analysis of data in the future but not at present.

### **13. Next Meeting Date & Agenda Items**

The next meeting date will be February 13, 2007.

In addition to standing committee agenda items, the following information will be included in the agenda:

- Review county presentations (there may be a need for an alternate method due to the joint meeting with HIV Prevention Planning Council). The presentation information is to be emailed to committee members by CM Soto. The proposed schedule is:
  1. Email copy to committee members by Jan. 29<sup>th</sup>.
  2. January 31<sup>st</sup>, comments to Mr. Newby to forward to individual counties.
  3. February 5<sup>th</sup>, 9 am final versions to Council Support. Policy will be forwarded to each county for presentation.
- Last years epi-data and unmet need information

### **14. Adjourn**

The meeting was adjourned at 5:10 p.m.

#### **Action Items**

- Epi-data presentation to be moved to April to accommodate the presenters schedule.
- Conflict of Interest training will be held in March.
- Invite Mary Kay Parisi to next month meeting.
- Ask Title III presenter to amend the last page of presentation to list by service provider