



HIV Health Services Planning Council

POLICY AND EVALUATION COMMITTEE

NOTES

Thursday, July 12th, 2007

San Francisco Department of Public Health

25 Van Ness Avenue, 3rd Floor, **Room 330B**

4:30 - 6:30 pm

Committee members present: Antonetty, Spaeth

Committee members absent: Pillatzke (LOA), Allgaier, Brown

Other Council members present: none

Others present: Francine Austin

Council Support Staff: Jack Newby, Enrique Asis, Lili Belo

1. Introductions

Meeting was called to order by CM Spaeth at 4:45 PM. Quorum was not established.

2. Review/Approve Agenda

The Agenda was reviewed, but was *not approved*.

3. Review/Approve *June 7, 2007 Minutes*

The June 7th, 2007 Minutes were reviewed, but were *not approved*.

4. Announcements

Community Planning Meeting to be held, exact date and time to be announced.

5. Public Comment

There was no public comment.

6. Steering Committee Update

The Steering Committee meeting will be on Monday, July 16th.

7. Cultural Competency

The Committee reviewed and discussed its role in the cultural competency work of the Planning Council and how that may inform decisions regarding CARE Council structure.

Cultural Competency process will assist in ascertaining what works and what doesn't work in terms of Council Structure.

A Consultant has been involved in the assessment of the CARE Council and in developing recommendations for the structure.

Individual assessments, half day trainings, focus groups and Committee assessments will be part of the Cultural Competency process. These elements are currently being discussed with a consultant.

The Policy and Evaluation Committee will recommend to the Steering Committee that no CARE Council reorganization take place until January, 2008.

8. Discussion of Different Models of Organizational Structure

Some structure examples included inviting community input and participation in the Committees, short term work groups and more frequent Full Council meetings.

Various Planning Councils were described and discussed, including those from New York City and Los Angeles.

9. MOU between Grantee and Planning Council – setting timeline for MOU Review and possible revision

Timeline was discussed for MOU review and possible revision.

Recommendation that a MOU go to the Steering Committee on Monday, July 16th.

10. Review of 2007 Work Plan & Comprehensive Plan Implementation

The 2007 Work Plan was reviewed.

11. Next Meeting Date & Agenda Items

- *The next meeting will be 4:30 – 6:30, Thursday, August 2nd, 2007, 25 Van Ness, Room 330B, San Francisco.*

12. Adjournment

Meeting was adjourned at 5:20 PM.