



HIV Health Services Planning Council
CONSUMER AND MINORITY AFFAIRS COMMITTEE

Tuesday, September 7, 2010
Department of Public Health
25 Van Ness Avenue, 3rd Floor, Room 330A
3:00-5:00 pm

Committee Members Present: Lee Jewell, Matthew Miller, Maritza Penagos

Committee Members Absent: Billie Cooper [E], Aaron Chandler [LOA], Carol Hudson, Gerardo Ramos, Lara Tannenbaum

Others Present: Christopher Gortner [DPH-HHS], Ayako Miyashita [HCAP], Michael Scarce, Charles Siron, Channing Wayne

Support Staff Present: William Ching, T.J. Lee

Notes

1. Introductions

The meeting was called to order at 3:08 pm by Co-Chair Jewell. Everyone introduced themselves and quorum was not established.

2. Review/Approve Agenda – VOTE

The agenda was reviewed and not approved due to lack of quorum.

3. Review/Approve August 3rd 2010 DRAFT Minutes – VOTE

The August 3rd 2010 minutes were reviewed and not approved due to lack of quorum.

4. Announcements

- CS Lee reminded everyone that Council Co-Chair nominations are still open.

5. Public Comments

There was no public comment.

6. HIV Consumer Advocate Report (HCAP)

Ayako Miyashita gave a monthly update on HIV Consumer Advocacy Report.

- Conducting seven outreach events in September: Derek Silva, Catholic Charities, among others
- HCAP staff will be training its first volunteer to work with the project.
- HCAP Policies and Procedures:
 - The HCAP Policy and Procedures Manual has been finalized and completed as planned.
- Increased Outreach in Hopes of Increased Participants:
 - HCAP will be ramping up outreach efforts this fall to ensure that the number of clients served remains at a reasonable level. While the HCAP client roster includes a number of “repeat” consumers, staff sees the importance to focus on populations that may not have accessed HCAP services thus far.
 - HCAP staff has, therefore, made efforts to reach out to particularly vulnerable communities to share information regarding the project. This includes individuals living in more institutionalized environments and consumers from communities of color.

A copy of the summary is on file at the Council Support Staff office.

7. Committee Presentations – VOTE

The Committee began discussing possible topics to be presented to the Full Council in Spring 2011.

Possible items:

- Needs assessment
- Outreach and Listening activities

CMA Co-Chairs Jewell and Ramos will review the three-year plan.

8. Community Outreach Presentations – VOTE

Co-Chair Ramos was not available to give the presentation.

9. Environmental Illness and Accessibility – VOTE

The Committee followed up on a concern voiced by a member of the public regarding environmental illnesses (EI).

DPH cannot mandate individual organizations to provide a fragrance-free environment. The Committee and the Council have no jurisdiction to do so. While sympathetic, the Committee expressed ambivalence about what to do regarding this particular case.

Committee suggested that Council Support and the Consumer Advocate will serve as a go between with members of the public.

10. Next Meeting Date & Agenda Items

The next Consumer and Minority Affairs Meeting is tentatively scheduled for Tuesday, October 5th 2010, 25 Van Ness Room 330A from 3-5 pm.

Parking Lot:

- Feedback from workshop in preparation for SFCCC
- How to construct Phase II

11. Adjournment

The meeting was adjourned at 3:55 pm by Co-Chair Jewell.

Voting Worksheet

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

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

September 7, 2010		roll	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]
1.	Aaron Chandler	LOA									
2.	Billie Cooper	E									
3.	Carol Hudson	A									
4.	Lee Jewell (Co-Chair)	P									

5.	Matthew Miller	P										
6.	Maritza Penagos	P										
7.	Gerardo Ramos (Co-Chair)	A										
8.	Lara Tannenbaum	P										
1.	Michael Scarce	P										
2.	Charles Siron	P										
3.	Channing Wayne	P										

Ayes												
Nayes												
Abstain												
Recusal												
Total												