



**HIV Health Services Planning Council  
Community Outreach & Advocacy Committee  
DRAFT MINUTES  
Wednesday, February 13th, 2008  
25 Van Ness Avenue Room 330B  
5:30-7:30pm**

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**Committee Members Present:** Cooper, Mabry, Manley, Scherich, Penagos

**Committee Members Absent:** Flores, Newell, Banks, Navarro

**Other Council Members Present:**

**Others Present:** Christopher Gortner (SF DPH HHS), Anthony Tran (TNDC)

**Council Support Staff Present:** Jack Newby, Dennis Wheeler, Channing Wayne,

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**1. Welcome and Introductions**

The Meeting was called to order at 5:30 by Co-Chair Manley and everyone introduced themselves. Quorum was established.

**2. Review/Approve Agenda**

The agenda was reviewed and approved by consensus

**3. Review/Approve January 9th, 2008 Minutes**

The January 9<sup>th</sup>, 2008 Minutes were reviewed and approved by consensus

**4. Announcements**

- The Needs Assessment Work Group needs volunteers to support the meeting on Wednesday March 5<sup>th</sup>, 2008 from to at 25 Van Ness, room 330 B.
- Policy and Evaluation will be setting up a work group to work on a document of Council Members Rights and Responsibilities. Date and time and location will be announced at a later date.
- A major agenda item of the Steering Committee will be the proposed restructuring of the Council. All are encouraged to participate.

**5. Public Comment**

There was no public comment.

**6. Steering Committee Update**

- There was discussion about the Needs Assessment and the target populations which are the over 50 and the formerly incarcerated. Also discussed was people co-infected with HEP C.
- A major portion of the Steering Committee was a presentation by Veronica Neal, Diversity and Cultural Humility Consultant.

## **7. Advocacy Project Report**

The Committee received and reviewed the monthly report from the Consumer Rights Advocacy Project. Discussion included:

- The complaint against the Marin AIDS Project regarding the client whose roommate died is considered closed and a satisfaction letter will be sent.
- A new grievance was filed against Shanti regarding breach of confidentiality.
- Joe Lynn will be back at work either next week or the last week of February. Thanks to Dennis Wheeler.

## **8. Update of Needs Assessment Work Group**

- There is a COE assessment going on that is conducted by DPH HHS and a consultant. Finances permitting, the Council will be talking to clients eligible for services at COEs and find out what needs these clients have.
- There was a question about whether or not a financial component would be available. Discussion included:
  - There is concern about going into too much detail so that people could not distinguish between providers. So it has been suggested to do ranges of cost of service between X and Y to determine if the system is working.

## **9. Next Meeting Date and Agenda Items**

*The next Community Outreach and Advocacy Committee meeting will be held on Wednesday, March 12th, 2008 from 5:30 until 7:30 at SF DPH, 25 Van Ness, Room 330B, San Francisco.:*

## **10. Adjourn**

The meeting was adjourned at 6:03 PM by Co-Chair Manley.

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