



HIV Health Services Planning Council
Steering Committee
Monday, October 19, 2009
25 Van Ness Avenue, Room 330 B
5:00 - 7:00pm

Draft Agenda

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1. **Introductions** Group 5:00
 2. **Review/Approve Agenda – VOTE** Group 5:02
 3. **Review/Approve August 17, 2009 Minutes and September 21st, 2009 Notes – VOTE** Group 5:05
 4. **Announcements** Group 5:08
 5. **Public Comment** Group 5:13
 6. **Council Support Update** Council Support 5:15
The Steering Committee will receive an update from Council Support.
 7. **Committee Reports – VOTE** Group 5:20
The Committee will discuss the work of council Committees and Work Groups, communication between Committee Co-Chairs, and ensure linkage of Committee activities to the Full Council.
 - *Government and Provider Affairs Update*
 - *Consumer and Minority Affairs Update*
 - *Membership Committee Update*
 - *Pol (Points of Integration) Update*
 - *HIV/AIDS and Aging Joint Work Group*
 8. **Co-Chair Update** Co-Chairs 5:30
The Co-Chairs will brief the Committee on the Summit Evaluation
 9. **HIV Health Services Update** DPH-HHS 5:35
The Committee will receive an update from a Representative of HIV Health Services.
 10. **Request from Marin for one time exemption from 75/25 for county of Marin- VOTE** Cicily Emerson 5:45
The Committee will consider a request from Marin County for a one time exemption of 75/25
 11. **Discussion of New Member Policy re: Membership Prior to Mayoral Letter – VOTE** Group 6:00
The Committee will review the Rights and Responsibilities of New Members prior to receiving their Mayoral Letter of Approval.
MOTION from Membership: *To ask that Full Council approved members, prior to receiving their Mayoral letter of approval, adhere to the same attendance requirements as current Council Members.*

- 11. Creation of Policy and Procedure Work Group – VOTE** Group 6:05
The Committee will discuss and vote on the proposal of developing a Policy and Procedure Workgroup.
- 12. Development of “Study Group” – VOTE** Lee Jewell/ Matt Miller/Group 6:10
The group will discuss the recommendation from CMA:
Council member driven “Study Group for all Council Members” be formed with the purpose of peer support on Council work that would adhere to the Sunshine Ordinance and would require only minimal support from Council Support staff.
- 13. Creation of Needs Assessment Workgroup- VOTE** Lee Jewell/ Group 6:20
The group will discuss the recommendation from CMA:
A needs assessment working group be formed to help develop the activities for the Stigma and Hepatitis C co-infection focus groups and interviews (Needs Assessment) and must include providers and consumers.
- 14. Development of CAEAR Coalition Representative and Alternate Job Descriptions and Policies- VOTE** Group 6:30
The Committee will develop a policy regarding the duties of the CAEAR Coalition Representatives.
- 15. November and December Council Meetings- VOTE** Group 6:40
The Committee will consider a recommendation to move the November Council meeting from Monday, November 23rd to Monday, November 30 and a recommendation to cancel the December Council meeting.
- 16. Development of October Council Meeting Agenda– VOTE** Group 6:45
 - *Monday, October 26th, 2009, Bayanihan Center, 1010 Mission Street.*
- 17. Next Meeting Date and Agenda Items – VOTE** Group 6:55
The next Steering Committee Meeting is scheduled for Monday, November 16, 2009 from 5:00pm until 7:00 p.m. at 25 Van Ness, Room 330 B, San Francisco.
Parking Lot:
-Discussion of Eligibility Requirements
- 18. Adjournment** 7:00

The Steering Committee of the HIV Health Services Planning Council is made up primarily of the co-chairs of the Council's other committees. The primary responsibility of the Steering Committee is to oversee the work of all of the Council's active committees and ad hoc committees, as well as interface with representatives from the Department of Public Health HIV Health Services office; it is also responsible for creating and finalizing the agenda for the upcoming Council meeting.

Note: Agenda items are subject to change, postponement, or removal. Meeting agendas are considered to be in DRAFT form until reviewed and approved by Committee attendees.

*HIV Health Services Planning Council
 730 Polk Street, 3rd Floor, San Francisco, CA 94109
 San Francisco Department of Public Health, HIV Health Services Office
 25 Van Ness Avenue, 5th Floor, San Francisco, CA 94102*

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There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

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HIV Health Services Planning Council Offices, 730 Polk Street, 3rd Floor, San Francisco, CA 94109.