



# HIV Health Services Planning Council

## STEERING COMMITTEE

Monday, November 17, 2011

Shanti Project

730 Polk Street, 3<sup>rd</sup> Floor, POH Conference Room

5-7 pm

### *Draft Agenda*

1. **Introductions** Group 5:00
2. **Review/Approve November 17<sup>th</sup> 2011 DRAFT Agenda – VOTE** Group 5:02
3. **Review/Approve October 17<sup>th</sup> 2011 DRAFT Minutes – VOTE** Group 5:05
4. **Announcements** Group 5:07
5. **Public Comment** Group 5:10
6. **Council Support Update** Council Staff 5:15
7. **Co-Chair Update** Co-Chairs 5:20
8. **Committee and Work Group Reports – VOTE** Group 5:25  
*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.*
  - Consumer and Minority Affairs Update
    - Community Outreach, Listening and Activities Work Group
    - PLWH Advocacy Group
    - Transgender Needs Assessment
  - Government and Provider Affairs Update
  - Membership Committee Update
  - POI (Points of Integration) Update
  - Policy and Procedure Manual Work Group
9. **HIV Health Services Update and Discussion – VOTE** Group 5:40
10. **Rules of Respectful Engagement Review – VOTE** Group 5:45  
*The committee will review the Rules of Respectful Engagement and give feedback if necessary.*
11. **Policy and Procedure Update – VOTE** Group 6:20  
*The Committee will review and vote on policies from the Policy and Procedure Work Group.*
12. **Next Meeting Dates & Agenda Items** Group 6:57  
*The next Steering Committee meeting is tentatively scheduled for Monday, December 19<sup>th</sup> 2011 at Shanti Project, 730 Polk Street, POH Conference Room, San Francisco from 5-7 pm.*

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### **Steering Committee Mission Statement**

***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.***

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*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, 3<sup>rd</sup> 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*

*The meeting facility is wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #47 Van Ness, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.*

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

*The following services are available when requested by Noon of the Friday before the Council meeting:*

*For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact our office at (415) 674-4768. For a large print copy of agenda or minutes in alternative formats, contact our office at (415) 674-4768.*

*In order to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products.*

### **Know Your Rights under the Sunshine Ordinance**

*Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the peoples' business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Frank Darby; by mail to Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 409, by phone at (415) 554-7724, by fax at (415) 554-7854 or by email at Frank.Darby@sfgov.org Citizens may obtain a free copy of the Sunshine Ordinance by contacting Mr. Darby or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at <http://www.sfgov.org/bdsupvrs/sunshine.htm>*

*The Planning Council has several standing Committees where Council business and creation of motions for full-Council action occur, and members of the public are urged to attend. Council procedures do not permit: 1) persons in the audience at Council meeting to vocally express support or opposition to statements by Council members or by other persons testifying, outside of public comment; 2) ringing and use of cell phones, pagers, and similar sound-producing electronic devices; 3) signs to be brought into the meeting or displayed in the room; 4) standing in the meeting room. Citizens are encouraged to testify at Committee meetings and to write letters to the co-chairs of a Committee or to Council members, c/o HIV Health Services Planning Council, 730 Polk Street, 3rd Floor, San Francisco, CA 94109. Agendas are available on the Internet at <http://www.sfcarecouncil.org>.*

*THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT  
HIV Health Services Planning Council Offices, 730 Polk Street, 3rd Floor, San Francisco, CA 94109.*