



**HIV Health Services Planning Council  
Steering Committee  
Minutes  
Monday, July 16th, 2007  
SFDPH 25 Van Ness Avenue, Room 330B  
5:00-7:00pm**

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**Committee Members present:** Allgaier, Simmons, Herman, Soto, Thomas, Newell, Philip, Hicks

**Committee Members absent:** Spaeth, Flores, Molnar

**Other Council Members present:** none

**Others present:** Michelle Long

**Support Staff:** Jack Newby, Ray West, Joe Lynn, Lili Belo

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#### **1. Introductions**

The meeting was called to order at 5:13 PM and everyone introduced themselves.

#### **2. Review/Approve Agenda**

The Agenda was reviewed and *approved by consensus*.

#### **3. Review/Approve May 16, 2007 Minutes and June 18, 2007 Notes**

The May 16, 2007 Minutes were reviewed and *approved by consensus*.

Laura Thomas, George Simmons, Donald Soto, Catherine Newell abstained from voting on the notes for June 18, 2007. Notes were reviewed and *approved by consensus*.

#### **4. Announcements**

Push to call House Commerce Committee member and Congresswoman Ana Niteo's office to support an HIV funding bill. Her office number is 202-225-8104

#### **5. Public Comment**

There was no public comment.

#### **6. Committee and Work Group Check-in**

Committee Members discussed issues coming up at the different Committees and Work Groups, communication between Committee Co-chairs, and ensure linkage of Committee activities to the Full Council.

- *Policy and Evaluation Committee Update*
  - 2 recommendations will be moving forward
- *COA (Community Outreach and Advocacy) Committee*
  - Meeting was cancelled this month.
  - Meeting at Larkin Street Youth Center, next Friday, July 27<sup>th</sup> from 10:30-11:30 AM
- *Planning Committee Update*
  - Planning will discuss their recommendations

- Needs Assessment presentation was discussed
- Stigma was addressed during the Needs Assessment and will be developed into a recommendation for PoI
- *Membership Committee Update: Committee Re-assignments, Applicant Interviews, Demographic Report and Membership Policies/Bylaws Update (Attendance Requirements & Leave(s) of Absence)*
  - No new update from membership this month
- *PoI (Points of Integration) Update*
  - HPPC had a mid-year presentation on this year's Work Plan
  - Seroadaptation/Seropositioning paper is being developed
  - Request to DPH to for a Work Group to address Best Practices by Providers – recommending funding from DPH
- *Needs Assessment Work Group*
  - Work is completed and will be presented at the Monday July 23<sup>rd</sup> Full Council meeting

## **7. Review and Discussion of Recommendations of Planning Committee regarding 2007 / 2008 Prioritization and Allocation Summit**

The Steering Committee reviewed recommendations of the Planning Committee regarding the Prioritization and Allocation Summit.

The following recommendation was presented by Planning:

- proposal to create two tiers of service using HRSA definitions:
  - A. Core medical services (CMS) in current priority order
  - B. Other support services (OSS)
- Fund Part A: CMS at current 75% for flat funding
- Residential Substance Abuse Treatment will not be added as a CARE funded service category
- Other Support Services stays as the service categories in priority order and funding amounts approved at the May meeting (with the list and dollar amount included in the motion).

P&E Committee members discussed reasoning behind their recommendation not to fund Residential Substance Abuse Treatment services.

### **➤ Action Item:**

Motion to vote on the Recommendation presented by Planning

Motion *approved by consensus*

## **8. Review and Discussion of Recommendations of Policy and Evaluation Committee**

- Council Reorganization Recommendations –
 

Policy and Evaluation Committee recommended CARE Council to reorganize in January 2008 to allow the Cultural Competency Process to be completed and inform any decisions regarding reorganization.

➤ **Action Item**

Motion to approve Policy and Evaluation recommendation  
Motion *approved by consensus*

- Approve Memorandum of Understanding Evaluation and Process/Timeline for Completion.

➤ **Action Item**

Motion to vote on a recommendation to approve that a Timeline for Completion of the Assessment tool be presented by the last day of August.

Motion *approved by consensus*

**9. Review and Discuss Cultural Competency Timeline**

➤ **Action Item**

Motion to approve Cultural Competency timeline:

- choice of half a day on the 7<sup>th</sup> of September
- one day session on the 22<sup>th</sup> of October.

Motion *approved by consensus*

**10. Supplemental Funding from State and Recommendations from CARE Council**

➤ **Action item**

Motion to approve recommendation from the CARE Council on Supplemental State Funding

Motion *approved by consensus*

**11. Notice of HOPWA Loan Committee Vacancy and need to fill seat**

The Committee was advised of CM Manley request to be appointed to fill this vacancy

➤ **Action Item**

Motion to approve CM Manley to fill the HOPWA loan Committee seat

Motion *approved by consensus*

**12. Review Council Support Budget**

- Grantee Assessment
- Needs Assessment – developing a full scale needs assessment report for 2008

**13. Development of July 23, 2007 Council Agenda**

***Monday, July 23, 2007, State Building, 455 Golden Gate Avenue, San Francisco – San Diego Rooms.***

- HOPWA Loan Committee
- Membership update to come from Steering Committee
- Randy Allgaier to be added as Speaker for the Policy and Evaluation update
- George Simmons and Laura Thomas to discuss Planning's recommendations

➤ **Action Item :**

Motion to approve Agenda as discussed and arranged by Steering Committee

Motion *approve by consensus*

**14. Next Meeting Date and Agenda Items**

The Next Steering Committee meeting still to be determined

**15. Adjournment**

Meeting Adjourned at 6:20 PM.