



**HIV Health Services Planning Council
Steering Committee
Monday, November 19th 2007
SFDPH 25 Van Ness Avenue, Room 330B
5:00-7:00pm**

Draft Minutes

Committee Members Present: Thomas (Co-Chair), Molnar (Co-Chair), Allgaier, Newell, Stevens, Hicks

Committee Members Absent: Spaeth, Philip, Simmons, Flores,

Other Council Members Present: Manley, Andrews, Banks, Siron

Others Present: Paul Margolis (Candidate for Membership), Michelle Long (DPH/HHS)

Council Support Staff Present: Jack Newby, Ray West, Channing Wayne

1. Introductions

The meeting was called to order by Co-Chair Molnar at 5:10 pm and everyone introduced themselves. Quorum was established.

2. Review/Approve Agenda

The agenda was reviewed and approved by consensus.

3. Review/Approve October 15th, 2007 Minutes

The October 15th, 2007 Minutes were reviewed and approved by consensus.

4. Announcements

There were no announcements.

5. Public Comment

There was no public comment.

6. Committee and Work Group Check-in

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

➤ Policy and Evaluation Committee Update

- CM Allgaier reported that the P & E committee was bringing forth recommendations to the Steering Committee regarding the SFDPH/HHSPC MOU in agenda item number 8.

During the P & E Committee Update, Co-Chair Molnar asked CM Banks to introduce new agenda items. Comments included:

- CM Banks is looking to establish a caucus with minorities and women. He feels that the consumer voice should be inclusive of all consumers.
- CM Banks also feels that the Council is more concerned with policy, procedure and structure and not the issues of PWA and feels that a consumer committee or caucus would more effectively reach the needs of what he believes are underserved populations.
- CM Banks read from the minutes of June 11th, 2007 where he had identified the lack of consumers' access to technology as a barrier for consumers to fully participate. This issue was supposed to be followed up at the COA meeting, however he does not feel any follow-up happened. He feels that this behavior represents the lack of concern for the needs of consumers.
- CM Banks suggested that a straw poll be taken to see if the Committee agrees with the ideas for the Consumer Caucus and move it ahead on the calendar.
- CM Allgaier drew the contrasts between the former PWA Caucus and the ideas of starting one today and raised questions as to whether it would be a formal committee or an informal gathering of members.
- CM Hicks pointed out that in the past all of the consumers were in the one committee and did not get to fully participate in the decisions of the Council because there was no representation in the Committees.
- Co-Chair Molnar asked Mr. Newby what are the logistics behind the straw poll and would it be a binding vote. Mr. Newby stated that it would mainly be a feel for how the room feels presently.
- After debate about whether or not white women would be included It was finally decided that the caucus would reach out to People of Color living with HIV/AIDS.

Action: Straw Poll was taken to decide if the committee is interested in exploring a Minority Aids Caucus.

Straw Poll passes with 2 nays (Siron and Stevens)

The results will be addressed at the next Policy and Evaluation Committee meeting.

- COA (Community Outreach and Advocacy) Committee
 - Co-Chair Newell announced that there will be a Community Meeting regarding the formerly incarcerated. It will be December 12 at 730 Polk Street 4th floor.
 - Details of how to get the target population are still being worked out so that the targeted population is most effectively reached. Will work on contacting case managers who work with the formerly incarcerated and have them invite their clients.

- **Planning Committee Update**
 - Co-Chair Thomas announced that there was a good communication between the committee and Michelle Long about the flow of information and the expectations of each party about presentation of the information.
 - Committee nominated CM Soto was nominated to fill the unexpired term of Co-Chair Thomas.
- **Membership Committee Update:**
 - Co-Chair Stevens announced that the committee had been working on the procedural flow of council membership or the process from application to appointment.
 - Committee announced that they interviewed one candidate, Michael Blish who was voted unanimously to bring forward to the full Council.
- **POI (Points of Integration) Update**
 - The Committee will be doing a presentation at the Full Council Meeting. There are 3 recommendations to be presented to the full council:
 - Recommendations to prevent late testing are summarized in a complete document and that these recommendations for the prevention of late testing be approved by the HSPC for recommendation to the health department.
 - That there is a need for best practices with Prevention with Positives. It would be a work group established with providers and consumers to develop these best practices that can be used as a tool for prevention with positives.
 - That there has been a recommendation to change the term sero-sorting to sero-adaptation to lessen the stigma some PWA feel old term comes with.

7. Review/Discuss Carry Forward Recommendations from Planning Committee

The Committee reviewed the Carry Forward Recommendations from the Planning Committee. Discussion included:

- Co-Chair Thomas reported that since there was \$165,000 that could still spent but HRSA did not approve it for a needs assessment. It was recommended from the planning committee that the money be spent as follows:

Centers of Excellence	\$90,000
Emergency Financial Assistance	\$65,000
Vouchers	\$10,000

Action: To approve the recommendation of the carry forward funds of the Planning Committee and forward it to the full council.

Vote: (Roll Call)

Ayes = 10

Nays = 1 (Banks)

Motion passes.

Ms. Long, Director (SF DPH HHS) announced that the SF EMA was awarded an augmentation of funds to be spent from Ryan White Part B and that there were suggestions from the source on how they wanted it spent.

Ms. Long's suggestions include:

- Ms. Long also suggested that some of the money available to reach out to underserved populations e.g. African-American heterosexual men, people over 50 living with HIV/AIDS. Ms. Long stated that there are populations that are not being served. There was agreement that support groups are needed for these populations.
- She also reported that there were questions about the willingness of some of these communities to come forward due to socialized stigma surrounding HIV/AIDS. CM Molnar raised the point that there were many other populations that need to be served with support groups but that it was a good place to start with the African-American heterosexual men. Ms. Long was asked if the heterosexual men's group would include bi-sexual men. It was stated that perhaps the above mentioned Minority AIDS caucus could be paired with the proposed African-American support group to make it broader and reaching the most people.
- Co-Chair Thomas said that there is a process to decide how to spend additional funding for the next fiscal but not this year. She suggested that the \$50,000 allocated for the African-American Heterosexual Men's group be moved from this fiscal year to vouchers.
- CM Banks asked if the Heterosexual group could include women which might encourage more participation.

Council Member Siron made a motion to call the question and vote. There were no objections. However discussion continued.

Action: To accept the Allocation of Funds of the augmentation to the Ryan White Part B funding be accepted as written except that the \$50,000 allocated to Psychosocial support services be moved into the funding of Vouchers.

Vote: (Roll Call)

Motion passes unanimously.

8. Review/Discuss Recommended changes to the SFDPH/HHSPC MOU from Policy and Evaluation Committee

The Committee reviewed the recommended changes to the SFDPH/HHSJPC MOU from the Policy and Evaluation Committee. Discussion included:

- CM Allgaier presented the recommendations to the MOU from the Policy and Evaluation Committee.

- CM Banks asked where the “piece of paper” that we voted on. It was stated by Mr. Newby that these were the recommendations that the Policy and Evaluation Committee approved. CM Allgaier stated that technically Banks was correct and that there was a document that was voted on at Policy and Evaluation Committee, the entire document needed to be present in order to vote.
- Ms. Long (SF DPH/HHS) replied that there is still technically an AIDS office. The AIDS office is a location that houses the DPH and HHS.
- Ms. Long also felt that she was not privy to the assessment and that since the MOU is between the Council and the Grantee it was not appropriate to have representation from Council Support. She felt that she was unable to address the issues as she was never made aware of the issues.
- CM Allgaier advised that the issues in question did not come strictly from the Co-Chairs assessment but from the monthly evaluations as well. He also said that as far as Council Support being present, that issue was approved in the past. As far as Ms. Long not being aware of what was said, there was a representative from the AIDS office present at the meeting.
- Co-Chair Thomas addressed the issue that it has been established by both parties that communication needs to improve but that the conversations to remedy the situation had already begun.
- CM Banks gave weight to Ms. Long’s concern’s that there has been disrespectful communication from Council Members toward the AIDS office although he is unaware of the reverse CM Siron stated that there has been

9. Discuss Cultural Competency-Next Steps

- Jack Newby announced that there are two focus groups scheduled. These focus groups will include
 - Committee Co-Chairs, however we were unable to schedule it yet.
 - Council Members that have been on the Council continuously for over a year.

There was a group last week with staff of HHS at the AIDS office.

10. Development of November 26th 2007 Council Agenda

Monday, November 26, 2007, State Building, 455 Golden Gate Avenue, San Francisco – San Diego Rooms.

- Add MOU document recommendations from P/E committee
- POI recommendations
- Carry forward funds
- Proposal for Ryan White Part B augmentation
- Look at the changed meeting for January.

11. Review Full Council 2008 schedule

There were proposed changes to the meeting schedule as some dates are on holidays. These meeting dates were changed to accommodate the schedule.

12. Next Meeting Date and Agenda Items

The next Steering Committee Meeting date is scheduled for Monday, January 14th, 2008, 5:00 until 7:00 p.m., 25 Van Ness Avenue, Room 330B, San Francisco.

13. Adjournment

The meeting was adjourned by Co-Chair at 6:45 pm by Co-Chair Molnar.