



**HIV Health Services Planning Council
Steering Committee
Tuesday, February 19, 2008
SFDPH 25 Van Ness Avenue, Room 330B
5:30 - 7:30pm**

Minutes

Committee Members Present: Stevens, Allgaier, Molnar, Thomas, Manley, Philip, Hicks

Committee Members Absent: Soto, Simmons, Flores, Newell

Other Council Members Present: Siron, Cooper

Others Present: Anna Heath (candidate), Lee Jewell (candidate), Paul Margolis (candidate)
Michelle Long (Director, SF DPH HHS)

Council Support Staff Present: Jack Newby, Channing Wayne

1. Introductions

The meeting was called to order at 5:35 PM by Co-Chair Molnar and everyone introduced themselves. Quorum was established.

2. Review/Approve Agenda

The agenda was reviewed and approved by consensus.

3. Review/Approve January 14th, 2008 Minutes

The January 14th, 2008 minutes were reviewed and approved by consensus.

4. Announcements

- Housing Ad Hoc Work Group met on January 24th, 2008 at 25 Van Ness Room 330B, San Francisco.
- Randy Allgaier announced that he has been elected to the Board of Directors of the CAEAR Coalition.

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*
 - *Council Members Rights and Responsibilities*
 - Updated committee during the next Agenda Item.

- *COA (Community Outreach and Advocacy) Committee*
 - Reviewed the Consumer Advocacy report.
- *Planning Committee Update*
 - There was no Planning Committee Update.
- *Membership Committee Update: Committee Re-assignments, Applicant Interviews, Demographic Report and Membership Policies/Bylaws Update (Attendance Requirements & Leave(s) of Absence)*
 - The Committee is also drafting a document making recommendations on how to handle applications if the Council is full.
 - The Membership Committee forwarded the following applications for member consideration to the full Council.
 - Lee Jewell
 - Paul Margolis
 - The following candidate will be interviewed at the March Membership meeting:
 - Anna Heath
- *PoI (Points of Integration) Update*
 - There are concerns that there is not equity between HHSPC and HPPC.
 - The Prevention Council was doing an assessment and there were questions about the place of Points of Integration and would the data be translatable to the Planning Council.
 - The Co-Chairs of both Councils will meet on February 21st, 2008 and set up an agenda for the joint meeting tentatively scheduled for May 16th, 2008.

7. Review/Discussion of Policy and Evaluation Recommendations for Council Restructure - VOTE

The committee was updated on the recommendations for Council Restructure.

Action: Motion to forward the recommendations of the Policy and Evaluation Committee for Council Restructure to the full Council.

Vote:

Ayes: 8

Nays: 0

Motion passes unanimously.

8. Update on COE Process

The consultants on the COE process attended the first Needs Assessment Work Group. The group is looking at ways to best integrate their assessments with the Council.

9. Review/Discussion of Needs Assessment Work Group Update

- Recommendation of scope to include the formerly incarcerated and over 50 populations and other focus areas as defined.

- The next meeting date is tentatively scheduled for March 5th, 2008, 4-6 p.m., 25 Van Ness, Room 330B.

10. Update on Joint Meeting between HHSPC and HHSPPC

- The Committee received an update on the proposed joint meeting tentatively being planned for May 16, 2008.
- The CARE co-chairs will meet with the Prevention Council co-chairs on Thursday, February 21.

11. Development of February 25th, 2007 Council Agenda

- ***Monday, February 25th, State Building, Milton Marks Conference Center, 455 Golden Gate Avenue (lower level), San Francisco from 4:30 until 7:30 p.m.***
 - The agenda was adjusted to allow ample time for the Policy and Procedure Committee's recommendations for Council restructure. This included postponing two presentations and presenting reports only for the counties and comprehensive plan.

12. Next Meeting Date and Agenda Items

- ***The next Steering Committee Meeting date is scheduled for Monday, March 17th, 2008, 5:00 until 7:00 p.m., 25 Van Ness Avenue, Room 330B, San Francisco.***

13. Adjournment

The meeting was adjourned at 7:15 PM by Co-Chair Molnar.

The meeting was reconvened at 7:17 PM by Co-Chair Thomas.

- There was discussion regarding the significant funding reductions to the DPH general fund that would include 8.2 million dollars from HHS general funds. Discussion included:
 - A HRSA category designation has been assigned to each program funded by general funds.
 - Since general fund dollars complement Ryan White dollars, the Planning Council may want to re-prioritize categories that the Council wants funded.
 - It was decided to label the Grantee's Quarterly Report as a vote in case the Council must make a decision about the general funds budget recommendations at the next meeting.

The meeting was adjourned at 7:25 by Co-Chair Thomas.