



**HIV Health Services Planning Council  
Steering Committee  
Monday, June 16th, 2008  
SFDPH 25 Van Ness Avenue, Room 330B  
5:00 - 7:00pm**

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**Draft Minutes**

**Committee Members Present:** Molnar (Co-Chair), Manley (Co-Chair), Jewell, Hicks, Andrews, Penagos, Philip, Thomas (Co-Chair), Soto

**Committee Members Absent:** Hart, Allgaier, Antonetty, Stevens

**Other Council Members Present:** Banks

**Others Present:** Veronica Neal (VAKN Diversity Consulting), Victoria Brown (VAKN Diversity Consulting), Michelle Long (SF DPH HHS), Dean Goodwin (SF DPH HHS)

**Council Support Staff Present:** Ray West, Enrique Asis, Channing Wayne

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**1. Introductions**

The meeting was called to order at 5:05 PM by Co-Chair Molnar and everyone introduced themselves. Quorum was established.

**2. Review/Approve Agenda – VOTE**

The agenda was reviewed and approved by consensus.

**3. Review/Approve May 12th, 2008 Minutes – VOTE**

The May 12<sup>th</sup> Minutes were reviewed and approved by consensus.

**4. Announcements**

CM Soto announced his absence for next Monday's full Council meeting.

**5. Public Comment**

There was no public comment.

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

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

- Government and Provider Affairs
  - Passed two motions that will be addressed at this committee regarding the reallocation of funds.
  - Review of Presentation Schedule- Will review the presentation calendar at next Monday's full Council meeting. The only recommended change is to move the Centers Of Excellence update to the first of the two August full Council meetings.
- Consumer and Minority Affairs
  - There was no quorum so there are open items. The committee sent forth to Government and Provider Affairs Committee a recommendation regarding the reallocation of available Ryan White (RW) funds.
  - There was discussion regarding the Advocacy Project and the possible actions regarding grievances targeted at agencies that receive RW funds.

- Update on Needs Assessment
  - Harder & Co. did not attend this meeting to provide an update of the Needs Assessment.
- Membership Committee Update: Committee Re-assignments, Applicant Interviews, Demographic Report and Membership Policies/Bylaws Update (Attendance Requirements & Leave(s) of Absence)
  - There are currently four Council Members on Leaves of Absence:
    - Cooper
    - Livingston
    - Mabry
    - Pillatzke
  - Dates are needed for the Council Members Rights and Responsibilities Work Group. Suggested tentative dates are Thursdays, July 10<sup>th</sup> and July 24<sup>th</sup> from 3:00- 5:00 PM or Wednesdays July 9<sup>th</sup> and 23<sup>rd</sup> from 3:00- 5:00 PM.
  - PoI (Points of Integration) Update
    - June was the first month of the Prevention with Positives Work Group. There was a promising turnout. There was a healthy exchange of ideas. The meeting was moderated by Harder & Co. The next meeting will be July 7<sup>th</sup>.

## 7. Review/Discuss Budget Recommendations – VOTE

The Committee reviewed the proposed recommendations from the Consumer and Minority Affairs and Government and Provider Affairs Committees on how to allocate the available \$1,537,959.00 at the June Council Meeting. Discussion included:

**Action:** Motion (from GPA) to use Ryan White Part A and Part B dollars available for re-allocation and to use that money to eliminate category reductions in column Q (General Fund reduction) with the exception of categories not eligible for Ryan White dollars: Complementary Therapies and Rehabilitation Services as well as Referral for Health Care/Supportive Services and Early Intervention Services. (Thomas, Manley)

**Vote:**

**Ayes: 10**

**Nays: 0**

**Motion Passes Unanimously.**

**Action:** Motion (from GPA) to allocate remaining funds proportionately to Support Services in Column AE (General Fund Shortfall). (Pearce, Spaeth)

Discussion from Michelle Long (SF SPH HHS) that funding sources may be changed as there were multiple funding sources and DPH HHS wanted to ensure that the Council was amenable to flexibility in using multiple funding sources to fund the service categories in order to keep agencies operating.

**Vote:**

**Ayes: 10**

**Nays: 0**

**Motion passes unanimously.**

## 8. Review/Discussion of Internal Grievance filed by CM

The Committee reviewed and discussed an internal grievance filed by CM. Discussion included:

- This item is on a tentative hold as there is no policy in the Policies & Procedures Manual that addresses how to adjudicate a grievance filed. This will be addressed at a Work Group under the purview of the Membership Committee that has tentative scheduled dates and time pending room availability.

## **9. Development of June 23rd, 2008 Council Agenda - VOTE**

- Monday, June 23rd, State Building, Milton Marks Conference Center, 455 Golden Gate Avenue (lower level), San Francisco from 4:30 until 7:30 p.m.
  - There were recommendations to add and/or delete timing from several agenda items to accommodate the necessary scheduled items.

## **10. Next Meeting Date and Agenda Items**

- The next Steering Committee Meeting date is scheduled for Monday, July 21st, 2008, 5:00 until 7:00 p.m., 25 Van Ness Avenue, Room 330B, San Francisco.

## **11. Adjournment**

The meeting was adjourned at 6:00 PM by Co-Chair Molnar.

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