



**HIV Health Services Planning Council
Steering Committee
Monday, April 20, 2009
25 Van Ness Avenue, Room 330 B
5:00 - 7:00pm**

Draft Minutes

Committee Members Present: Allgaier, Frazier, Jewell, Manley, Molnar, Philip, Soto, Thomas

Committee Members Absent: Andrews, Antonetty, Flores, Hart, Penagos (LoA)

Others Present: Rachel Matillano (Potential Applicant), Jerrold Thomas (Applicant), Carol Hudson (Applicant), Charles Siron (Council Member), Anna Heath (Council Member), Billie Cooper (Council Member), Michelle Long (DPH-HHS)

Support Staff Present: Enrique Asis, Natalie Bryson, T.J. Lee

1. Introductions

The meeting was called to order at 5:07 pm by Co-Chair Manley.

2. Review/Approve Agenda - VOTE

The agenda was reviewed and approved by consensus.

3. Review/Approve March 16, 2009 Minutes – VOTE

The March 16th, 2009 minutes were reviewed, CM Antonetty was added to the “Committee Members Present” list and the minutes were then approved by consensus.

4. Announcements

- CM Allgaier passed out an Executive Summary on the project completed by the CAEAR Coalition entitled “HIV Positive Voices in America: A Project to Listen to People with HIV/AIDS Through Interviews, Surveys, and Town Halls Throughout the United States.”
- CS Asis announced that tomorrow, April 21st there will an orientation for the newest members to the Council. All are welcome to attend.

5. Public Comment

There was no public comment.

6. Planning Council and General Fund Discussion – VOTE

The Committee discussed the motion from the Government and Provider Affairs Committee regarding how the Planning Council should deal with Part A Fund issues for FY 2009. GPA Co-Chair Don Soto read out the motions that were unanimously agreed upon at the April GPA Meeting. The group discussed the timeline for the implementation of these motions. Michelle Long suggested putting a footnote in to explain why exactly this motion was presented. The minutes of the discussion at the Full Council meeting will reflect this.

The Committee voted by roll call on the first motion.

MOTION: CM Thomas/CM Manley For the SF HIV Health Services Planning Council to ask the Department of Public Health to identify the service categories in other support services that should remain on general fund due to reasons of ineligibility for Ryan White dollars, revenue

generation opportunities or other regulatory barriers. Also, to ask the Health Department to develop a realistic implementation plan for moving other General Fund money for Support Services to Ryan White and vice versa.

It passed unanimously (11-0)

MOTION AMENDMENT: CM Thomas/CM Allgaier to include the sentence “This does not include any carry forward dollars.

The Committee voted by roll call on the motion amendment.

The motion passed unanimously (11-0)

The Committee voted on the second motion.

MOTION: CM Thomas/CM Simmons for any increased Ryan White funds to go first to replace core services reduced to fund support services.

It passed unanimously. (11-0)

7. Council Support Update

The Steering Committee received an update from Program Coordinator T.J. Lee. He noted the Council Director Greg Zhovreboff is still out sick and that all inquiries should be directed to himself and Mark Molnar. He also announced that Mr. Hoby from RAMP would like to give a presentation from the Council on their program. This will most likely take place at the May, June or July Full Council Meeting. He also noted that during agenda item 14, all Council Support will leave the room and the recorder will be turned off. He also announced that Ellen Sweetin is retiring and that Sparkie Spaeth has been transferred to a different job in the San Mateo DPH, so both of those spots on the Council will be open. CM Molnar gave a quick update on the grievance filed with the Sunshine Ordinance Task Force by a Council Member. The task force deemed that this was not in their purview, but he also noted that an amended grievance was filed at that meeting with the SOTF.

8. Council Member Appointment & Reappointment Letter Update

The Steering Committee received an update from Program Coordinator T.J. Lee. He announced that he is working on several different angles for this and that the Co-Chairs will get involved if necessary.

9. Committee Reports

The Committee discussed 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.

- *Government and Provider Affairs Update*
 - GPA Co-Chair Soto noted that most of what was discussed at their meeting was just voted on in agenda item six.
 - He announced that their next meeting will focus on developing guiding principles for the Council
- *Consumer and Minority Affairs Update*
 - CMA Co-Chair Allgaier announced that Bill Haskell from the Long Term Care Coordinating Council presented their “Living with Dignity Plan” and that they are in the process of creating a joint working group to ensure linkage. He noted that they have agreed to fully staff the working group. He also announced that they discussed at length the need for community feedback. They have decided to go directly to agencies to target specific communities.
- *Membership Committee Update*

- Membership Co-Chair Don Frazier announced that Wade Flores has been voted in as the new Co-Chair of the Membership Committee.
- He also announced that there are four new applications, two of which are consumers, and the other two are providers, one from Southeast Partnership for Health, and one to replace Ellen Sweetin.
- He also noted that CMs Steve Manley and Gerardo Ramos will be up for renewals at the April 27th Full Council meeting.
- *PoI (Points of Integration) Update*
 - PoI Co-Chair Philip noted that the epi chapter of the prevention plan is still being worked on, and that they are making good progress. She noted that there will most likely be a presentation on content of data in the chapter. She announced that they have also started consider other topics to discuss, and Hepatitis C is one that came up.

10. HIV Health Services Update

The Steering Committee received an update from a Michelle Long of HIV Health Services. She requested time at the next meeting to give a quarterly report to update the Council on the reorganization of the Department of Public Health. She noted that she will no longer be the Director as she has changed positions within the Department of Public Health, and that Bill Blum will be stepping in as interim Director.

11. Discussion of Policy and Procedure Update

T.J. Lee announced that Council Support, with help from Council Members, will review the Policy and Procedure Manual and bring all changes to the Steering Committee.

12. Development of April Council Agenda – VOTE

- *Monday, April 27, 2009, Bayanihan Community Center, 1010 Mission Street, San Francisco from 4:30 until 7:30 p.m.*

The following agenda items were amended, added or deleted.

- Added: -Creation of Joint Working Group with Long Term Care Coordinating Council (Vote)
-General Fund Discussion
- Deleted: -Open nominations for Council Co-Chair Position
- Amended: -Agenda Item #8 will be a Quarterly Report

13. Next Meeting Date and Agenda Items

- *The next Steering Committee Meeting is scheduled for Wednesday, May 13, 2009 from 5:00pm until 7:00 p.m. at the 25 Van Ness, Room 330 B, San Francisco.*

14. Feedback to HHS regarding the Planning Council Support contract and RFP

This agenda item was closed to Council Support and Mark Molnar as he is affiliated with Shanti.

15. Adjournment

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