



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

Committee Members Present: Andrews, Antonetty, Jewell, Manley, Molnar, Penagos, Philip, Thomas

Committee Members Absent: Allgaier, Frazier, Hart (LoA), Hicks, Mabry (LoA), Soto

Others Present: Peter Abbott (Observer), Michelle Long DPH-HHS (via phone)

Council Support Present: Asis, Bryson, Lee, Zhovreboff (via phone)

Draft Minutes

1. Introductions

The meeting was called to order at 5:03 pm by Co-Chair Molnar. Everyone introduced themselves, and quorum was established.

2. Review/Approve Agenda - VOTE

The agenda was reviewed and approved by consensus.

3. Review/Approve December 15, 2008 Minutes – VOTE

The December 15th minutes were reviewed, it was changed to reflect that Bill Blum was there and Michelle Long was also present (via phone). These changes were and approved by consensus.

4. Announcements

- Laura Thomas gave her thanks to Council Support for their work on the CAEAR event.
- Council Support Asis noted that he and CM Harris visited George Stevens and that he appears to be doing well and misses being on the Council.
- TJ announced that the Full Council meeting will take place at 25 Van Ness, 330 A and B this month, instead of the State Building.

5. Public Comment

There was none.

6. Council Support Update

Council Director Zhovreboff gave the Committee an update on the difficulties surrounding finding a place for future Council Meetings. He also noted that he attended the Youth Health and Wellness Commission and stated that they are looking for collaboration opportunities. He also announced that CM Pearce has tendered his resignation from the Council Members Rights and Responsibilities Workgroup, due to an oversight on his part, and he apologizes for that. CM Andrews asked about the FPPC Form 700 and Council Support Lee noted that that won't take place until April.

7. Committee Reports

The Committee discussed any 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.

- *Government and Provider Affairs Update*

- CM Antonetty updated the Council on the Government & Provider Affairs Committee. She noted that they are a very small Committee and need more members to get work done. The main work of their last meeting surrounded updating the 2009 presentation schedule and discussing a new Needs Assessment based on stigma.
- *Consumer and Minority Affairs Update*
 - CM Jewell updated the Committee on the Consumer & Minority Affairs Committee. The focus of their meeting was around community forums and their responsibility to hold them. They decided to hold two this year, on general one in the Castro, and one more specific one, targeting communities outside of the Castro population.
- *Membership Committee Update*
 - As no Co-Chairs were present, CM Andrews gave an update on the Membership Committee meeting. The non-discrimination policy was discussed and it was brought up that the City Attorney's Office should look over the final product. Michelle Long suggested looking into having the Sunshine Ordinance Task Force do so. It was also noted that warning letters were sent to Noah Briones, Billie Cooper, Johnson Livingston, Catherine Newell and George Simmons; a removal from the Council letter was sent to Marcus Mabry, Salvatore Russo was interviewed and was recommended for admission on to the Council, and the applications of Jesus Guillen and Aaron Chandler were reviewed and they will be interviewed at the next meeting. He also noted that Mark Molnar will be up for renewal at the next Full Council meeting.
- *PoI (Points of Integration) Update*
 - CM Philip gave the Committee an update on the Prevention with Positives Guide that PoI has put together. They are now working on the Epi plan.
- *Council Members' Rights and Responsibilities Work Group Update*
 - There was no meeting in December. The next meeting is January 21st at 4:30pm.

8. HIV Health Services Update

The Steering Committee received an update from a Representative of HIV Health Services representative, Michelle Long. Her quick update revolved around the on-going budget cuts, which right now are at 12.5% across the board.

9. 2009 Comprehensive Plan Update - VOTE

The Committee was updated about the new Comprehensive Plan which is due this January 2009. CM Andrews noted that on page 20, the Committee "Points of Integration" was left out. CM Andrews questioned how to track the Comprehensive Plan. Michelle Long suggested that Council Support create a document which would be reviewed at the Full Council retreat in August and all issues divided between Committees. Robert Whirry suggested he could make a document splitting up the action items between the Grantee and the Council and then Steering Committee taking the time to split-up responsibilities between Committees.

MOTION: CM Andrews/CM Jewell to accept the Comprehensive Plan as is.

VOTE-Ayes: 7
Nays: 0

Passed unanimously.

10. Discussion of Cultural Humility Workshops

The group determined how to move into Phase III. CM Andrews noted that the Membership Committee has been working on it, and that there is not anything to bring to the Steering Committee at this time.

11. Discussion of Steering Retreat

Council Support Lee noted four major subjects that will need to be discussed:

1. Membership
2. Cultural Humility
3. Membership process for CAEAR
4. Needs Assessment

CM Molnar also noted that a review of the action plan from the Comprehensive Plan needs to take place. CM Andrews discussed reviewing the policy and procedure manual, including the ownership and how policies are developed. CM Molnar requested that Michelle Long from DPH-HHS attend to give an update on the current fiscal situation. CM Penagos requested to get some information related to monetary cuts on the prevention side.

12. Development of January Council Agenda – VOTE

- *The Full Council Meeting is set for Monday, January 26, 2008, 25 Van Ness, 330 A & B, San Francisco from 4:30 until 7:30 p.m.*
 - Co-Chair Thomas requested 10 minutes for David Weissman, a filmmaker, to present information regarding a new movie of his. The Committee agreed to provide the time.
 - CM Molnar suggested adding some time to discuss budget cuts and how it affects the Council's work.

The Committee developed the agenda in light of what was discussed in today's meeting. The agenda passed unanimously.

13. Next Meeting Date and Agenda Items

- *The next Steering Committee Meeting date is scheduled for Tuesday, February 17, 2009, 5:00 until 7:00 p.m., 25 Van Ness Avenue, Room 330B, San Francisco.*

14. Adjournment

The meeting was adjourned at 6:50 by CM Molnar.