



**HIV Health Services Planning Council
Steering Committee
Monday, June 15, 2009
25 Van Ness Avenue, Room 330 B
5:00 - 7:00pm**

Minutes

Committee Members Present: Andrews, Antonetty, Flores, Jewell, Manley, Penagos, Soto, Thomas

Committee Members Absent: Allgaier, Frazier (LoA), Molnar (LoA), Newell, Philip

Others Present: CM Banks, CM Siron, CM Thomas, CM Young, Mark Agtane (Applicant), Celinda Cantu (DPH-HHS)

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

1. Introductions

The meeting was called to order at 5:09 pm by Co-Chair Manley. Everyone introduced themselves and quorum was established.

2. Review/Approve Agenda - VOTE

The agenda was reviewed and approved by consensus.

3. Review/Approve May 13, 2009 Minutes – VOTE

The May 13, 2009 Minutes were reviewed, it was noted that Cicily Emerson is from Marin, not San Mateo, and it was noted that on agenda item eight, the SOTF did find that they had jurisdiction and ruled against the council and the minutes were then approved by consensus.

4. Announcements

- Co-Chair Thomas wanted to thank everyone who made it out to Sacramento for the June 10th rally. She felt that it was a great success.
- CM Penagos noted that 50% of the Mission Neighborhood Health Center's testing and counseling budget will be eliminated starting July 1.
- CM Andrews announced that Monday, June 22 from 11am-1pm San Mateo County will be hosting a symposium on "HIV and AIDS in the San Mateo County Community"
- CM Flores noted that since Marin County had extra money and Denti-Cal is being eliminated, the money was put into that.

5. Public Comment

There was no public comment.

6. Council Support Update

The Steering Committee received an update from Council Support staff member Mark Molnar.

- It was noted that CM Philip has stepped down from the Council to take on extra duties at work.
- He also noted that the SOTF has recommended a training for the Full Council, which will take place at this month's Full Council meeting (Monday, June 22nd).

- CM Andrews announced that at the AIDS Walk on Sunday, July 19th the Council will have an informational booth set up.
- Council Support Asis noted that Consumer Rights Advocate Joe Lynn is still sick and will be out of the office for the foreseeable future. Eric Sutter from Shanti will be taking on duties on an interim basis.

7. Committee Reports

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.

- *Government and Provider Affairs Update*
 - *Guiding Principles*
 - CM Antonetty announced that a draft is still being worked on by Don Soto and Mark Molnar.
- *Consumer and Minority Affairs Update*
 - *Long Term Care Coordinating Council Work Group*
 - Council Support Natalie Bryson noted that an email has been sent out and dates and times will be worked out.
 - *Outreach and targeted meetings*
 - CM Jewell announced that these will be postponed until after P&A summit
 - CM Banks noted that he is disappointed that the group will not be working on this, as he feels that this is the largest issue that the Council should be dealing with.
- *Membership Committee Update*
 - *Interviews*
 - CM Flores announced that Cicily Emerson and Rachel Matillano were both interviewed and recommended to the Full Council. There will be another interview next month for Mark Agtane.
- *PoI (Points of Integration) Update*
 - *Prevention with Positives Guide*
 - Co-Chair Thomas noted that they have completed Prevention with Positives Guide, and that because of this they have completed their scope of work. They are now discussing what PoI should work on next, and they are considering Hepatitis C co-infection.

8. Co-Chair Update

The Co-Chairs gave an update on the definition of majority vote, which for all Committees and the Full Council is two-thirds. He also noted that it is the Steering Committee that houses the Policy and Procedure Manual although recommended changes can originate from anywhere. The Committee also discussed the issue surrounding a Council Member's standing after they have been voted on but before they have received notification from the Mayor. Co-Chair Manley also noted that a Roll Call vote can be called for any vote at any time.

9. HIV Health Services Update

The Steering Committee received an update from Celinda Cantu, a Representative of HIV Health Services. She noted that DPH has been going through major transitions in staffing. She announced that she is the new ADAP Coordinator, wherein the State is proposing changes to which drugs are considered ADAP eligible. The poverty level limit may also be changed. A discussion ensued.

10. Discussion of Complaint Process and Procedure – VOTE

The Committee discussed a motion that came forward from the Membership Committee.

***MOTION:** CM Margolis/CM Scherich. The Membership Committee will spend no longer than sixty minutes on a complaint proceeding. If the process takes longer, it will be moved to the Steering Committee to be completed.*

A discussion ensued on whether or not to send this motion on to the Full Council.

Motion Amendment: CM Andrews/CM Flores to change the second sentence to read “If the process takes longer, the Membership Committee may decide to forward the complaint to the Steering Committee for completion.”

[1] VOTE on Motion Amendment: The motion passed with three nays.

[2] VOTE on Motion with Amendment: The motion passed with one naye.

11. Discussion of Findings of Special Membership Meeting – VOTE

The Committee reviewed the findings of the April 13th Special Membership Committee. It was discussed whether the motion needed to be approved by Steering, or if it was just for communication and information. The Steering Committee decided not to vote on the findings, but to bring it to the Full Council for informational purposes.

12. Discussion of 2009 Carryover Funds Allocation – VOTE

The Committee reviewed and discussed the motion from CMA and Co-Chair Thomas gave a background on this issue. A discussion ensued.

***CMA MOTION:** Co-Chair Allgaier/CM Andrews for half of the money to go to Emergency Financial Assistance and half to vouchers, with a priority on transportation.*

MOTION: Banks/Antonetty to call the question. **Passed by consensus.**

Public comment via email: Mike Smith from the AIDS Emergency Fund made an appeal for the funds to go directly to the AIDS Emergency Fund.

[3] The Steering Committee voted on the original CMA Motion: The Motion passed unanimously.

The Committee discussed the motion brought forth by GPA. CM Penagos spoke in favor of the motion and noted that she would need to recuse herself due to a conflict of interest.

GPA MOTION: *CM Simmons/CM Allgaier that the proposal from CMA to split the \$183,984 between Emergency Financial Assistance and vouchers with an emphasis on transportation stand, and that the MAI carryover funds would go to Therapeutic Monitoring vouchers, unless the program remains funded by the state, whereas the money would be added according to the original CMA motion.*

MOTION: CM Jewell/Co-Chair Thomas to call the question. **Passed by consensus.**

[4] The Steering Committee voted on the original motion from GPA: The motion passed with three nays and one recusal.

Council Support will work to create a motion that incorporates the two motions.

13. Discussion of 2010 Prioritization and Allocation – VOTE

The Committee decided there was no need to discuss this agenda item.

14. EIP Presentation

CM Penagos discussed the Early Intervention Program with the Steering Committee. She believes it is something that will need to be discussed in terms of Prioritization and Allocation. The Committee discussed whether this is something that will need to be discussed at the next Full Council Meeting or if it can be put off until July. It was noted that nothing can be changed until the Summit, so the presentation schedule will need to be reviewed. It was decided that this presentation will take place at a later date.

15. Development of June Council Agenda – VOTE

- *Monday, June 22, 2009, Bayaniban Community Center, 1010 Mission Street, San Francisco from 4:30 until 7:30 p.m.*

The Committee suggested multiple order changes; they added in an update from Council Co-Chairs and removed EIP Presentation, Discussion of Findings from Special Membership Committee and Discussion of 2010 Prioritization and Allocation.

16. Next Meeting Date and Agenda Items

- *The next Steering Committee Meeting is scheduled for Monday, July 20, 2009 from 5:00pm until 7:00 p.m. at the 25 Van Ness, Room 330 B, San Francisco.*

PARKING LOT

- *Creation of CAEAR Alternate Representative Policy*
- *Review of Comprehensive Plan Monitoring Grid*
- *Creation of Needs Assessment Work Group*

17. Adjournment

The meeting was adjourned at 7:13 pm by Co-Chair Thomas.

Steering Committee

Roll Call: **P**=Present; **A**=Absent; **E**=Excused; **L**=Leave of Absence
 Votes]: **Y**=Yes; **N**=No; **B**=Abstain; **R**= Recused (deduct from quorum);
CM= Committee Member

June 15, 2009		roll	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]
1.	Randy Allgaier	E-CM	-	-	-	-					
2.	John Andrews	P-CM	Y	Y	Y	N					
3.	Margot Antonetty	P-CM	Y	Y	Y	Y					
4.	Raymond Banks	P	Y	Y	Y	N					
5.	Noah Briones	-	-	-	-	-					
6.	Jeff Byers	-	-	-	-	-					
7.	Aaron Chandler	-	-	-	-	-					
8.	Billie Cooper	-	-	-	-	-					
9.	Wade Flores	P-CM	Y	Y	Y	Y					
	Donald Frazier	LOA									
10.	Matt Geltmaker***	-	-	-	-	-					
11.	Jesus Guillen	-	-	-	-	-					
12.	Chris Harris	-	-	-	-	-					
13.	Naim Harrison	-	-	-	-	-					
14.	Anna Heath	-	-	-	-	-					
15.	Mary Lawrence Hicks	-	-	-	-	-					
16.	Cherrlynn Hubbard***	-	-	-	-	-					
17.	Carol Hudson***	-	-	-	-	-					
18.	Lee Jewell	P-CM	N	Y	Y	Y					
19.	Steve Manley	P-CM	Y	Y	Y	Y					
20.	Paul Margolis	-	-	-	-	-					
21.	Matthew Miller	-	-	-	-	-					
	Mark Molnar	LOA									
22.	Catherine Newell	E-CM	-	-	-	-					
23.	Ken Pearce	-	-	-	-	-					
24.	Maritza Penagos	P-CM	N	Y	Y	R					
25.	Veronica Pillatzke	-	-	-	-	-					

June 22, 2009	roll	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]
26. Salvatore Russo	-	-	-	-	-					
27. Gerardo Ramos	-	-	-	-	-					
28. Stacia Scherich	-	-	-	-	-					
29. George Simmons	-	-	-	-	-					
30. Charles Siron	P	N	N	Y	N					
31. Donald Soto	P-CM	Y	Y	Y	Y					
32. Jerrold Thomas***	P	-	-	-	-					
33. Laura Thomas	P-CM	Y	Y	Y	Y					
34. Terry Young	P	Y	Y	Y	Y					

Ayes		8	10	11	7					
Nayes		3	1	0	3					
Abstain		0	0	0	0					
Recusal		0	0	0	1					
Total		11	11	11	11					
***Pending Mayoral Appointment										

*=NEW MEMBERS: check to see if they have received appointment letters from the Mayor before considering them as voting members. All new members must have received Mayoral appointment letters.

QUORUM (Needs to be 1/2 of Total Members: (32/ 2) +1 = 17 members, of which at least 25% of members present must be living with HIV. As of 1/26/2009, 58% of Council members are HIV positive.