



HIV Health Services Planning Council  
Steering Committee  
Monday, September 21, 2009  
25 Van Ness Avenue, Room 330 B  
5:00 - 7:00pm

*Notes*

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**Committee Members Present:** Antonetty, Heath, Jewell, Manley, Newell, Thomas

**Committee Members Absent:** Allgaier (LoA), Andrews, Flores, Molnar, Penagos, Ramos, Soto,

**Others Present:** CM Guillen, CM Miller, Bull Blum (DPH-HHS), Tyrone Spellman (Public)

**Support Staff Present:** Allgaier, Asis, Bryson

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**1. Introductions**

The meeting was called to order at 5:06 pm by Co-Chair Manley. Everyone introduced themselves and quorum was established.

**2. Review/Approve Agenda – VOTE**

The agenda was reviewed but not approved due to lack of quorum.

**3. Review/Approve August 17, 2009 Minutes – VOTE**

The August 17<sup>th</sup> minutes were reviewed, few changes were suggested, but were not approved due to lack of quorum.

**4. Announcements**

There were no announcements.

**5. Public Comment**

There was no public comment.

**6. HIV Health Services Update**

The Committee received an update from Bill Blum, a representative of HIV Health Services.

-He noted that several solicitations have gone out, including Council Support, Dental and COEs. The current providers are providing recommendations around refining the current process and outcome objectives.

- The PwP objectives will also be vetted in the PoI committee in the upcoming two months.

- HHS is convening a community committee of HIV care experts to review the health outcomes measures related to HIV disease management.

- After completing the above processes, HHS will provide an opportunity for the HHSPC and community give input in CoE system configuration.

-He also announced that application guidance is now out, and that the application is due on October 31<sup>st</sup>. He noted that he will find a way for interested CMs to get involved before it is due.

-There will be a meeting tomorrow, September 22<sup>nd</sup> on the Reggie to ARIES conversion.

## 7. Development of “Study Group” – VOTE

The group discussed the recommendation from GPA that a “Study Group” for all Council Members be formed. CM Miller provided a background on this issue and read his proposal. The Committee discussed the legality of the group regarding the Sunshine Ordinance.

The Committee made a recommendation that accept this proposal with the directive to Planning Council Support to research and make recommendations on how ensure that this group would be in compliance with the Sunshine Ordinance.

## 8. Council Support Update

The Steering Committee received an update from Council Support.

Interim Director Randy Allgaier gave some quick updates regarding Ryan White reauthorization, noting that the administration is calling for a four year extension.

Council Support Natalie Bryson noted some meeting date changes:

- The September 28<sup>th</sup> Full Council meeting has been cancelled.
- There will be a joint meeting with the HPPC on Thursday, October 8<sup>th</sup>, from 4:30-7:30 at the Baha’I Center.
- The October 12<sup>th</sup> Membership meeting was changed to Monday, October 5<sup>th</sup> due to a holiday.
- The next LTCCC Joint Work Group (now called the Joint Committee on HIV/AIDS and Aging) will be held Wednesday, October 21<sup>st</sup> from 3-5pm.

## 9. Committee Reports – VOTE

*The Committee discussed the work of council committees and work groups, communication between Committee Co-Chairs, and ensured linkage of Committee activities to the Full Council.*

- *Government and Provider Affairs Update*
  - Council Support Natalie Bryson provided a quick update on the issues discussed at GPA, which included reviewing the 3-Year Plan Monitoring Grid, providing feedback on the P&A process and discussions of next steps for the committee.
- *Consumer and Minority Affairs Update*
  - Council Co-Chair Steve Manley provided a quick update on the issues discussed at CMA, which included making sure that all voices are heard at meetings, especially at Committee meetings.
- *Membership Committee Update*
  - *Leave(s) of Absence*
    - Randy Allgaier
  - *Renewals*
    - John Andrews
    - Wade Flores
  - None of these could be voted on as there was no quorum. The Committee decided to move these forward to the Full Council for a vote.
- *Pol (Points of Integration) Update*
  - Council Co-Chair Laura Thomas announced that Hepatitis C will be the focus of the joint meeting of the HHSPC-HPPC.

- She also noted that there is a new Prevention side Co-Chair, Esther Lucero.

**10. Review/Approve HIV and Aging document created for SF Nat'l AIDS Strategy Meeting – VOTE**

Council Support Interim Director Randy Allgaier provided a background on the issue and presented the document. The Committee discussed the document and provided input. It could not be voted on, as there was no quorum, but they decided to forward it on to the LTCCC Steering Committee for approval.

**11. Discussion of New Member Policy re: Membership Prior to Mayoral Letter – VOTE**

The Committee tabled this agenda item until next month's meeting.

**MOTION from Membership:** *To ask that Full Council approved members, prior to receiving their Mayoral letter of approval, adhere to the same attendance requirements as current Council Members.*

**12. Policy Regarding Tie Votes – VOTE**

The Committee discussed how to deal with any tie votes that may occur during elections. The Committee decided to move this forward to the Full Council to be noted as a vote.

**MOTION from Membership:** *In the event of a tie for any election, a runoff vote will be held. If the outcome is still a tie after the runoff vote, the final decision will be made by the Steering Committee.*

**13. Creation of Policy and Procedure Manual Review Work Group – VOTE**

The Committee moved this forward to be discussed and voted on at the next Full Council meeting. Look to see if anything was developed at past meetings.

**14. Development of CAEAR Coalition Alternate representative Policy – VOTE**

The Committee tabled this agenda item until next month's meeting. Look to see if anything was developed at past meetings.

**15. Development of August Council Meeting Agenda– VOTE**

- *JOINT Meeting of the HHSPC and the HPPC Monday, October 8, 2009, Baha'i Center, 160 Valencia Street.*
  - *Agenda items 13, 15 and 16 were removed, and a DPH Update, Policy and Procedure Manual Work Group, Debrief of Joint Meeting and Tie-Vote policy were added.*

**16. Next Meeting Date and Agenda Items – VOTE**

*The next Steering Committee Meeting is scheduled for Monday, October 19, 2009 from 5:00pm until 7:00 p.m. at 25 Van Ness, Room 330 B, San Francisco.*

*Parking Lot:*

*-Discussion of Eligibility Requirements*

*-Development of CAEAR Coalition Alternate Representative Policy*

*- Discussion of New Member Policy re: Membership Prior to Mayoral Letter*

**17. Adjournment**

The meeting was adjourned at 6:50 pm by Co-Chair Manley.