



HIV Health Services Planning Council

STEERING COMMITTEE

Monday, October 17, 2011
Department of Public Health
730 Polk, 3rd Floor,
5:00-7:00 pm

Committee Members Present: John Andrews, Wade Flores, Lee Jewell, Matt Geltmaker, Mary Lawrence Hicks, Michael Scarce, Laura Thomas, Channing Wayne

Committee Members Absent: Rachel Matillano [LOA], Ken Pearce, Gerardo Ramos [LOA], George Simmons, Eric Sutter

Others Present: Bill Blum [DPH], James Frazier [Council Applicant], Michael Pitkin [Council Applicant], Brian Dicrocco [Council Applicant]

Support Staff Present: Enrique Asis, David Jordan, T.J. Lee, Mark Molnar

Minutes

1. Introductions

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

2. Review/Approve October 17th 2011 DRAFT Agenda – VOTE

The Committee reviewed and approved the October 17th 2011 DRAFT Agenda by consensus.

- Item 12 was amended

3. Review/Approve September 19th 2011 DRAFT Minutes – VOTE

The Committee reviewed and approved September 19th 2011 DRAFT Minutes by consensus.

- Notes are approved after amendments

4. Announcements

- CM Andrews: Aging and HIV October 20th 5:30 -8:00 LGBT Center.
- CS Asis: Steve Manley speaking on HIV and aging at DPH October 18th 10:30.
- Mayor candidate forum on HIV October 19th State Building
- CM Andrews: San Mateo County Planning Council has entered partnership with Youth Commission.
- CS Molnar: New committee assignment will begin in November.

5. Public Comment

- James Frazier [CM Marin Care Council] applying for Council membership.
- Michael Pitkin was critical of San Francisco System of Care and asked for greater Advocacy.

6. Council Support Update

- CS LEE announced all committee meeting will be taking place at 730 Polk through November
- CS Asis announced that training for new council members upcoming in November.

7. Co-Chair Update

- CM Jewell noted that there are again three Co-Chairs.

8. Committee and Work Group Reports – VOTE

- Consumer and Minority Affairs Update

- CM Scarce asked that CMA, Trans, and COL be placed together on agenda.
 - CM Scarce Reported on Trans needs assessment, stating that the timeline had been pushed back, then discussed the location of Marin and San Mateo Focus Groups would take place: the Focus group would take place in SF because that seemed likely to be the preference of participants.
 - CM Andrews asked if transportation support would be provide for participants
 - CM Scarce responded that the issue was still on the table, and the MOU would need to be revised.
 - CM Scarce discussed Consumer Advocacy
 - CM Scarce discussed the CMA committee's conversation about the Health Care Reform Task Force and the motion that is put forward.
- Government and Provider Affairs Update
 - CM Geltmaker reported that the GPA Committee modified the presentation calendar, and modified and voted forward the motion from CMA.
- Membership Committee Update
 - CM Andrews stated that the Membership Committee voted on and accepted the applications of two new council members. He also talked about the at large steering committee member seat.
- POI (Points of Integration) Committee Update
 - CS Molnar reported: that the Prevention Steering Committee rejected the recommendations made by the POI Committee due to challenges around expanding BRP, but voted in the action plan.
 - CM Simmons asked for clarity about testing in the work place.
 - CS Molnar stated that it was a general term and had not been defined
 - CM Hicks asked for clarification about process for Prevention council to accept recommendation.
 - CS Molnar explained that due to the rules of the Prevention council, acceptance of the POI recommendations have to pass successfully through Steering before they can move on to the full Council.
 - CM Scarce asked if the there was a strategy for improving efficacy of POI committee given the differences between The Care and Prevention Councils.
 - Dean Goodwin stated that the recommendations had not been kill completely but that the Steering Committee had asked for further data before making a decision.
- Policy and Procedure Manual Work Group
 - CM Andrews stated that the Policy & Procedure had not met since the last steering committee meeting; committee would be discussing revision of policy and procedure around Co-Chairs.
- Transgender Needs Assessment Work Group
 - Covered under CMA
- PWLH Advocacy Group
 - CS Molnar reported:
 - No update.

- Community Outreach, Listening and Advocacy Work Group
 - CS Molnar reported:
 - No Update, Group has not met.
- Public Comment
 - Brian stated that he was unsurprised that the POI recommendation had not passed, and provided greater context as to the Prevention Councils motivations.
- James Frazier expressed his appreciation for what the council was doing in regards to the Transgender Needs Assessment.

9. HIV Health Services Update – VOTE

- Bill Blum reported that:
 - Steve Manley accepted to position as trainer for HIV and Aging program through DPH.
 - Ryan White Application will be briefly available for review.
 - Three Year Plan: DPH willing to take part in Task Force, but would be unable to run and operate the Task Force.

10. Federal Health Care Reform Task Force - Vote

- CS Molnar Stated that the previous CMA motion was not presented to Steering, because the GPA motion was true to the spirit of the original motion and that it was only made more specific.
- CM's Geltmaker and Hicks Stated that they would appreciate being presented all iterations of the motion.
- CM Simmons asked how the council would select a representative on the Task Force.
- CM Andrews asked if that representative would be empowered to speak for the council.
- CS Molnar Explained that the representative would be empowered to speak for the council, and would be beholden to the council and its' decision making process.
- CM Andrews asked if the entire EMA should be included in Task Force.
- CS Molnar stated that that would be a decision that the task force would have to make upon formation, but that would be a potentiality.
- Bill Blum clarified the process of creating the Three Year Plan by the DPH.
- CM Andrews stated that he felt that the motion did not need to be changed to include Marin and San Mateo because he felt the members would be keeping in mind the special needs of San Mateo and Marin.
 - **The CMA Committee recommends the immediate formation of a Health Care Reform Task Force that works in conjunction with the Three Year Comprehensive Planning process and includes consumers, providers, DPH, and the planning Council as stake holders.**
 - **The GPA Committee recommends the council endorse the immediate formation of a Health Care Reform Task Force that works in conjunction with the Three Year HIV Comprehensive Planning process (as developed by SFDPH). The Task Force should include consumers, providers, DPH, the HHSPC/HPPC Planning Councils, and other concerned individuals as stake holders.**
 - **Motion Passed Unanimously**

11. Cultural Competency Next Steps - Vote

- Co-Chair Jewell stated that the intention was to have a robust discussion around accepting the recommendations made by Veronica Neal
- CM Hicks stated that she felt that many of the recommendation should be addressed by Policy & Procedure.
- CM Andrews stated that he planned to have a discussion with Veronica in the interest of shaping changes in Policy & Procedure, and that he would ask her for a list of tips.
- Co-Chair Jewell suggested that veronica attend a Policy & Procedure committee meeting
- CM Andrews suggested a priority survey that includes cultural humility.

- CS Molnar Asked the committee to weigh in on the recommendation of a yearly cultural competency training, and training a group of Council Members to assess cultural competency internally.
- CS Asis stated that he felt that the training had improved in recent years, and that the council members have been good about providing feedback.
- CM Geltmaker stated that felt that the Council Members have not been provided that ample time to process their thoughts in order to provide effective feedback.
- CS Molnar responded by saying that issue was easily fixed.
- CM Andrews stated that this could be folded into the repairs being made to the website.
- CS Molnar reviewed recommendations :
 - Rules of Respectful Engagement be present.
 - Training CM's to assess to cultural Competency
 - Inclusion equity statement to P&P
 - Monthly Feedback
 - Review Rules of Respectful Engagement added to November agenda for all committees
 - More robust evaluation.
- CM Scarce stated the he felt that because of the committee schedule, that CMA committee had less of a voice than committees later in the month.
- CM Hicks stated that felt that committee structure was effective but that motions put forward by all committees be presented equally regardless of chronology.
- CM Scarce stated that he felt that is was an additional burden because CMA committee members may feel they have to shepherd their motions through any following committees.
- CM Geltmaker stated that all motions should be presented to the steering committee and be up for discussion.
- CM Hicks forwarded the idea that there should be periodic joint meeting s between CMA and GPA

Public Comment

Michael Pitkin Stated that he felt that amendments to motions should be tracked through each committee.

12. November and December Full Council Meetings Discussion - Vote

- **Motion: The November full council meeting should be moved to the previous Monday(28th to the 21st), and move Steering to the previous Thursday (the 17th)**
 - **Motion passed**
- **Motion: December meeting will be canceled**
 - **Motion Passed**

13. Next Meeting Dates & Agenda Items

The next Steering Committee meeting is scheduled for Monday, November 17th 2011 at 730 Polk, 3rd floor, San Francisco from 5-7 pm.

Parking Lot:

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14. Adjournment

The meeting was adjourned by Co-Chair Jewell at 6:36 pm.

Steering Committee