



HIV HEALTH SERVICES PLANNING COUNCIL

Milton Marks Conference Center
455 Golden Gate Avenue (Polk & Larkin)
Lower Level, San Diego Rooms
Monday, April 23rd, 2007
4:30 - 7:30 PM

DRAFT MINUTES

I. Call to Order

CM Soto, Co-Chair, called the meeting to order at 4:30 P.M.

II. Roll Call

The roll was called and quorum was established. (Attachment A)

III. Review and Approval of Agenda

The Agenda was reviewed and approved by consensus.

IV. Review of March 26th, 2007 Minutes

The March 26th, 2007 Minutes were reviewed and approved by consensus.

V. General Announcements

First-time home buyer opportunities are now available (Non-HOPWA, Non-CARE Funded) through San Francisco Redevelopment Agency.

VI. Public Comment

There was no public comment.

VII. Steering Committee Report

CM Soto, Co-Chair, provided the Steering Committee update.

Public Comment on this item

There was no public comment.

VIII. Council Membership Applicant Recommendations

The Membership *Committee recommended three applicants for Council Membership.*

- Alfredo Cordova
- Steve Everett Manley
- Jose Luis Villarce

Public Comment on this item.

There was no public comment.

ACTION – VOTE

Each applicant for Council Membership was voted on and approved (individually) by consensus.

Current Applications for Review at the Next Membership Committee Meeting

- Elliot Davis
- Donald Frazier
- W. Lee Warren
- Stacia Scherich
- M. Gerardo Ramos

Public Comment on this item.

There was no public comment.

IX. San Francisco Department of Public Health HIV Services Quarterly Report

- Michelle Long, San Francisco Department of Public Health (SF DPH) presented the 4th Quarterly Report (FY 2006-07 [January-February 2007]). She discussed the following:
 - Title II Award
 - Overall award was increased by .05% for FY 2007
 - Conditions of Award met January 2006-March 2006
 - Submitted February 2007
 - CARE Title I: Final FY 2006-2007 Allocations
 - Submitted March 2007
 - CARE Title I: Client and Services Data Reporting
 - Quality Management – discussion of 1st quarter 2007 provider trainings
 - Contract Status Report
 - Current number of CARE Title I (Part A) and Title II (Part B) contracts and MOU is 54.
 - In order to avoid interruptions in payment to contractors, contract renewal documents which allow contractors to bill for services rendered in March and April have been put in place (except for MOU and UCSF contracts).
 - Contract Modifications will be processed once the final contract amounts are known and will include any revisions to the contract narrative, budget, or boilerplate.
 - Due dates for funding award related activities
 - April 30, 2007 : Award Notification – Ryan White Programs, Part B (CARE Title I) Supplemental
 - May 1, 2007 : Guidance issued for Ryan White Programs, Part F (MAI Programs) Application (tentative)
 - August 1, 2007 : Award Notification – Ryan White Programs, Part F
 - Title I application

X. Review and Discussion of CARE Council Application Procedure Revision

The CARE Council Application Procedure Revision will allow the Membership Committee Co-Chairs to schedule an applicant for an interview without prior review of their application in order to expedite the process for categories in need.

The revision to the Procedure reads:

At the discretion of the Membership Committee Co-Chairs, interviews may be scheduled without a review of the applications by the Membership Committee. In the event interviews are scheduled without a review by the committee, copies of the applications (with the name deleted and substituted with "Applicant #") will be provided to committee members at the time the meeting agenda is posted. Membership Committee Co-Chairs can select individuals to be interviewed without prior Committee review, but cannot reject membership applications without Committee review. If the names of any members who will be interviewed without prior committee review are known, the names will be placed on the regular Full Council Agenda at the meeting prior to the interview.

ACTION – VOTE

The CARE Council Application Procedure Revision was approved by consensus.

XI. Review and Discussion of Updated Prioritization and Allocation Schedule

CM Thomas presented the Updated Prioritization and Allocation Schedule.

ACTION – VOTE

The CARE Updated Prioritization and Allocation Schedule was approved by consensus.

XII. Review and Discussion Regarding Compliance with HRSA 75/25 and Reductions Protocol

CM Thomas presented the Reductions Protocol.

Council Member suggestions and discussion included:

- Numbers should be included in the letter to the Board of Supervisors
- Individuals felt it was likely there would be add-backs this year because this is not a dire fiscal year for the general fund.
- The fiscal conservative approach would entail making cuts now and not taking a chance to make scenario drastic later.
- Add-backs are one time only and should be worked into next year's base budget.

XIII. EPI Presentation (Status of the HIV/AIDS Epidemic-San Francisco)

Mary Kay Parisi, HIV Epidemiology Section, AIDS Office, SFDPH presented a presentation that included the following information (complete presentation available online at <http://www.sfcarecouncil.org/Documents/docs>):

- HIV/AIDS Surveillance System
- Reporting System

- Demographics and Characteristics of San Francisco Persons Living With HIV/AIDS
- Trends
- Late-Testers
- Estimates of People Not In Care
- Conclusions
 - The number of persons living with HIV//AIDS in San Francisco continues to increase
 - Persons over 50 years old make up 35% of persons living with HIV/AIDS; and the number has increased 55% from 3,439 in 2002 to 5,319 in 2006
 - Proportion of late testers among persons diagnosed with AIDS has remained relatively stable in 2001-2006
 - People of color, younger persons, heterosexuals and those without an identifiable risk, are less likely to be tested in care

XIV. Dinner Break

Meeting evaluation forms were distributed to Council Members during the break.

XV. Housing Presentation (Findings and Recommendations of the Comprehensive HIV/AIDS Housing Work Group)

CM Antonetty presented the following information:

- Overview of HIV/AIDS Housing in San Francisco
- Impetus for Comprehensive HIV/AIDS Housing Plan
- Response: HIV/AIDS Housing Work Group
- Work Group Findings: Epidemic Trends and Housing
- Work Group Findings: Current HIV/AIDS Housing Inventory
- Work Group Findings: Many PLWHA Have Special Needs
- Work Group Findings: Funding Issues
- Work Group Focus Area: Systems Change
- HIV/AIDS Housing Work Group Recommendations
- Tier 1 Recommendations
 - Total Cost of Tier 1 = \$8,920,000
- Tier 2 Recommendations
 - Total Cost of Tier 2 = \$ 30,000
- Tier 3 Recommendations
 - \$600,000/year (stipends)

XVI. Review and Discussion of Eligibility and Severe Needs Criteria Definition

CM Thomas presented the Eligibility and Severe Needs Criteria Definition.

- The only change on the document is the update on the income levels for special populations

Public Comment on this item

There was no public comment

ACTION – VOTE

The Eligibility and Severe Needs Criteria Definition was approved by consensus.

XVII. Review and Discussion of Care Council/HPPC MOU (Memorandum of Understanding)

Mr. Newby presented the CARE Council/HIV Prevention Planning Council (HPPC) MOU.

The draft MOU was approved by the HHSPC Policy & Evaluation Committee and their changes were sent to HPPC for review.

- Revisions:
 - Number of members on the Council on the HPPC POI can be increased in the future
 - Discusses the timing of when HSPC members go onto HPPC
 - Voting procedures discussed
 - Attendance Policy members abide by their respective attendance policies
 - Allows HSPC and DPH to have one vote
 - HPPC Adopted having public comment before every vote on joint committee

ACTION – VOTE

The CARE Council/HPPC MOU was approved by consensus with one (1) abstention (Flores)

XVIII. Discussion of May Full Council Date Rescheduling

ACTION – VOTE

Motion - Reschedule the May CARE Council Meeting for May 21st, 2007 - Herman/Byers

Public Comment on this item

There was no public comment.

Motion was approved by consensus.

ACTION – VOTE

Motion by CM Byers to hold a CARE Council meeting on June 11th, 2007 to discuss the HRSA 75/25 - Byers/Penagos (this date will be confirmed at the May 21st CARE Council Meeting).

Public Comment on this item

There was no public comment.

The motion was approved by consensus

XIX. New Business/Next Agenda

- Please Note: The next full council meeting date will be May 21st, 2007, Milton Mark Conference Center, 455 Golden Gate Avenue, Lower Level, San Diego Room
- Reschedule May 2007 Steering Committee Meeting

Public Comment on this item.

There was no public comment.

XX. Adjournment

CM Soto adjourned the meeting at 7:30 P.M.