



**HIV Health Services Planning Council
Milton Marks Conference Center
455 Golden Gate Avenue (Polk & Larkin)
Lower Level, San Diego Rooms
Monday, February 26th, 2007**

Minutes

I. Call to Order

The meeting was called to order at 4:36 p.m by CM Kanios.

II. Roll Call

The roll was called and quorum was established.

III. Review and Approval of Agenda

The Agenda was reviewed and amend that Item 8 will be Mr. Newby and Item 7 will be Kanios.

The agenda was approved.

IV. Review of February 8, 2007 Minutes

The minutes were reviewed and amended to include seroadaptive behavior.

The minutes were approved by consensus.

V. General Announcements

March calendar – Needs Assessment Committee will be meeting on March 6th and the Women’s Forum will be held on March 22nd.

VI. Public Comment

There was no public comment.

VII. Steering Committee Report

All items discussed at the February 20, 2007 Steering Committee are on this agenda and folded into the results of the annual Steering Retreat.

VIII. Review and Discussion of the January 26th Steering Committee Annual Retreat

Mr. Newby presented the overview of the annual Steering Committee Annual Retreat. Each Committee is being provided with individual work plan objectives and goals with respect to the MOU and 3 year plan.

There was also discussion of male attendance at the women’s forum and the consensus was that Council Member attendance would be helpful in understanding the community needs. The forum was not planned as a support group but rather issue specific. An option for follow-up at the forum for those uncomfortable with the forum setting is an option.

IX. Marin and San Mateo Counties Reports on Compliance with Reauthorization Requirements

CM Sweetin presented the San Mateo County compliance report. The Executive Committee for San Mateo meets next week and will review the proposed budget changes.

CM Flores presented the Marin County report on compliance.

CM Kleffner filed a grievance regarding the Marin County reallocation process.

Motion – table this item for later discussion to allow for resolution of outstanding issues - CM Thomas/Siron

CM Pearce called the question –

CM Herman objected.

There was further discussion regarding the Marin and San Mateo County compliance with Reauthorization Requirements.

CM Simmons called the question

No objection.

ACTION

Vote – To table this item

Unanimous Approved Attachment A, Item 1.

X. Review and Discussion of Final FY 2006 Budget – Review and Approve

Dean Goodwin presented a spreadsheet showing final allocations after adjustments made to date in the budget. There was a discussion of the \$40,000 change in the Marin County budget. The question was called by CM Antonetty/Siron consensed.

ACTION - Motion to accept

Vote – Unanimous Approved Attachment A, Item 2

XI. Review and Discussion of HRSA (Health and Resources Services Administration) Timelines and Schedule Regarding Required Budgeting and Allocations Proposal and Principles to Meet the Authorization Requirements

Planning committee proposal for compliance.

A. Background

B. Proposal

C. Process and Timeline

D. Implications

1. Administrative Expenses (10% - currently at 7.6%)

Grantee Administration

Planning Council Support

Program Support (including Reggie expenses)
Quality Management

2. Core Medical Services
 - Ambulatory/Outpatient Medical Care
 - Medications (not currently funded)
 - Mental Health Services
 - Oral Health Care
 - Home Health Care
 - Substance Use Treatment: Outpatient
 - Treatment Adherence (in the context of integrated primary care)
 - Case Management
 - Emergency Financial Assistance – Medical
 - Client Advocacy – Peer Advocacy (in the context of integrated primary care)
3. Other Support Services
 - Housing
 - Emergency Financial Assistance - Non-medical
 - Client Advocacy – Benefits Counseling and Money Management
 - Food Bank/Home Delivered Meals
 - Substance Use Treatment: Residential
 - Legal Services
 - Transportation

Steps toward achieving compliance of HRSA's 75% funding for Core Medical Services

1. Move the Center of Excellence currently funded by Minority AIDS Initiative funding to regular Title I funds.
2. Ensure that Marin and San Mateo Counties are in compliance with the requirement. (Counties included an anticipated 5% reduction to reflect HRSA cut.)
3. Assign to Admin all possible costs, including Planning Council Support.
4. Maximize Title II flexibility by moving services from Other Support Services to Title II.
- 5a. Assign to Core Medical Services all appropriate categories (within HRSA guidelines): Cases management and other services provided in the context of integrated primary care (such as peer advocacy): and
- 5b. Identify Direct Emergency Financial Assistance spent on medical costs and assign to Core Medical Services.

Potential Actions Necessary to Achieve 75% Core Services Threshold – to be taken by others.

8. Reduce funding to existing Support Service categories to match historical underspending in those categories (Residential Substance Abuse Treatment and Residential Subsidies).
- 7a. Move portion of Housing to GF in accordance with existing Council directives after CARE reduction received (\$634079 – Board of Supervisors).
- 7b. if allowable, move GF-funded COEs and other appropriate services to Title I and fund support services with GF. (including CoE, Primary Medical Care, Dental approx. \$1.1 Million) Note: If not allowable item 7c increases from 2.5 to 3.9 Million;
- 7c. Advocate with Board of Supervisors to move Housing costs off of CARE. (approx. 2.8 M – or 3.9 M)

Public Comment

Mike Smith, HAPN see memorandum

Action

Motion to approve guiding principles and steps for compliance implementation for new HRSA funding regulations.

Vote Attachment A, Item 3

Unanimous - Approved

XII. Dinner Break

Evaluations were distributed to Council Members during the dinner break.

XIII. Review and Discussion of Possible Reductions Protocol

Herman/Siron table
Item XIII is tabled.

Public Comment

There is no public comment.

XIV. Proposed Bylaws Change: Article IV, Meetings, Section 3. Voting – VOTE

Motion - Bylaws Change: Article IV, Meetings, Section 3. Voting
Section 3. Voting. While the Council will strive for consensus, every official act taken by the Council shall be adopted by a majority vote. A majority vote shall mean two-thirds (66%) of all members of the Council present, including proxies for PLWHA, ~~or~~ and voting. Council Members who are on probation and not entitled to vote will not be counted among council members present and voting for purposes of this section. Council members who recuse themselves due to a conflict of interest will be deducted from Members present and voting for

determining a majority vote. Council Members who abstain will not be deducted from Members present and voting. If absent, a Council member may specify in writing (including FAX) his or her opinion on an identified agenda item. This information will be shared with the Council by Council staff, but will not be considered a vote. Council members holding proxies acting on behalf of PLWH may cast votes for the member they are representing.

Public Comment

There was no public comment.

Action

Unanimous – Attachment A, Item 4.

XV. New Business/Next Agenda

Review and Discussion of Possible Reductions Protocol

XVI. Adjournment

The meeting adjourned at 7:20 p.m.