



HIV HEALTH SERVICES PLANNING COUNCIL

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

Minutes

I. Call to Order

The meeting was called to order by CM Herman at 4:40 PM.

II. Roll Call

Roll was called and *quorum was established*.

III. Review and Approval of Agenda

Dr. Michelle Roland will be introduced during the meeting.

The Agenda was reviewed and *approved by consensus*.

IV. Review and Approval of July 9th, 2007 Minutes

The July 9th, 2007 Minutes were reviewed and *approved by consensus*.

V. General Announcements

- San Francisco HIV Health Work Group Community Meeting, July 26th, 2007 from 6 -8 p.m.
- Summit binders were distributed.
- August 1st. training 3-5 pm 25 Van Ness, followed by the HIV Caucus meeting from 5-6 pm.

VI. Public Comment

THE PUBLIC HAD THE OPPORTUNITY TO COMMENT ON ITEMS NOT ON THE AGENDA AND WITHIN THE JURISDICTION OF THE PLANNING COUNCIL.

There was no public comment.

VII. Steering Committee Report

Council Co-Chairs

Steering updated the CARE Council on the status and progress of each of the CARE Council Committees. Several of the Committees will be presenting at this evening's CARE Council meeting.

➤ **HOPWA Loan Committee Vacancy Appointment Recommendation**

The Steering Committee recommended that CM Manley be approved to fill this vacant position.

Action Item:

The appointment of CM Manley to fill the HOPWA Loan Committee vacancy was *approved by consensus*.

Public Comment on this item.

There was no public comment on this item.

VIII. Council Membership Update

Mark Molnar and Mary Lawrence Hicks, Membership Committee Co-Chairs

- The Membership Committee had no recommendations for Council Membership.

Public Comment on this item.

- Current Applications for Review at the July 30th, 2007 Membership Committee Meeting include but are not limited to the following:
 - *Raymond Banks (scheduled for interview)*
 - *Donald Frazier (scheduled for interview)*
 - *Naim Harrison (scheduled for interview)*
 - *Cynthia Hoffman (scheduled for interview)*
 - *Marcus Mabry (scheduled for interview)*

Public Comment on this item.

There was no public comment on this item.

IX. Review of Cultural Competency and Training Schedule

Jack Newby, Director, SF HIV Health Services Planning Council

A Consultant has been working with both the Council Support Staff and the Policy and Evaluation Committee on developing cultural competency training and recommendations for Council structure.

Two dates were presented to the CARE Council for approval:

1. September 10th, two half day trainings: one morning and one afternoon training. Council Members will have the option of choosing between the morning or afternoon session.
2. October 22nd all day training.

Action Item:

Cultural Competency training dates were *approved by consensus*.

X. Review and Discussion of Data Findings from 2007 Women's Needs Assessment

Erika Takada, Harder+Co.

Women's Needs Assessment focused on **Women of Color and Transgender Women**

- Methods
 - Interviews: In-depth telephone interviews with 35 women
 - Focus groups: 5 focus groups conducted
 - African/American/Black
 - Latina (2 in Spanish)
 - Transgender
 - open
- Demographics: covering gender, race/ethnicity, sexual orientation

- Housing
 - Types of Housing, i.e. rent apartment/house and SRO with tenancy/hotel
 - Analysis targeted access, safety, cultural sensitivity
 - Concerns surrounded:
 - More housing opportunities were provided to men
 - Transgender women felt discriminated against
 - Access to clean and sober housing
- Health Status
 - Where participants receive care most often: 51.4% received care at community clinics
 - Challenges and barriers
 - Not enough services geared towards transgender women
 - Not enough services geared towards understanding women
 - Dental and mental health in addition to primary care
 - Severe need: 51% fell into the severe need category
 - Analysis of Severe needs qualifiers were broken down to race/ethnicity and gender
- Abuse and domestic violence (DV)
 - 57% reported experiencing abuse/DV
 - 90% were able to find support for abuse
- Substance use: statistics
 - 57% reported needing substance use treatment since being infected with HIV
 - Challenges and barriers
 - Rates of use
- Focus groups
 - Health Care: primary care/ mental health
 - Barriers
 - Abuse/ DV
 - Stigma
- Recommendations
 - Increase cultural and linguistic competency
 - Conduct outreach and training on HIV/AIDS standards of practice and cultural competency to emergency providers
 - Setting aside services to women, i.e. housing.
 - Increase efforts towards maintaining affordable clean and sober housing for HIV+ women to support their recovery
 - Increase awareness of abuse and domestic violence services, especially for transgender women

- Plan and conduct outreach efforts specifically targeting HIV+ women in the SF EMA about available health and social services
- Encourage service providers to organize support groups for HIV+ women of color

XI. Review and Discussion of AIDS Office Funding Streams Report

Erik Mezack, SF DPH HHS

Preliminary information on funding provided by the SF Board of Supervisors and the General Fund was presented. Contracts will be backfilled through February.

Discussion surrounded General Funding and concerns as to continuing services past February.

XII. Dinner Break

Meeting Evaluation Forms were distributed to Council Members during the Dinner Break.

XIII. Review and Discussion of Quality Management Presentation

Patricia Sullivan, SF DPH HHS

The Goal of Quality Management is to develop guidelines and strategies for ensuring the highest standards and delivery of care for clients accessing CARE-funded services with the SF EMA.

(Note: This entire PowerPoint presentation of the raw data is available at the SF HIV Health Services Planning Council Support office).

The QM presentation reviewed activities during 2006-07.

The following trainings were provided by QM during 2006-07:

- Building collaborative partnerships
- Client Record Keeping
- What does it mean to be an effective director?
- The Executive Director and the Board Relationship
- Development and Finance Working Together
- Supervision and Management Best Practices
- The Keys to effective Human Resources

Technical Assistance was focused on the newly-formed Centers of Excellence (CoE)

The presentation also included CoE Quality management Health Outcomes and Indicators data that reflected:

- Primary Care health Outcome and Indicators:
 - Desired Health Outcome: to prevent the progression of HIV disease
 - Adherence to ARV Therapy
 - HIV staging/Monitoring
 - Mycobacterium Tuberculosis Screening
 - PCP Prophylaxis
 - MAC Prophylaxis
 - STD Screening
 - Hepatitis Screening
- Treatment Adherence
- Mental Health

- Substance Abuse
- Case Management

XIV. Review and Discussion of HIV/AIDS Provider Network (HAPN) Presentation
Mike Smith, Naomi Prochovnick, Charlotte Smith, Brett Andrews, Executive Committee(HAPN)

HAPN is comprised of 43 community-based, non-profit agencies that serve the needs of people with HIV/AIDS in SF.

The CARE Council is mandated to seek input from a variety of sources in the priority-setting and resource-allocating process, specifically including input from providers, wherein HAPN is involved.

HAPN hired a professional facilitator to lead the group in developing positions on various topics related to prioritization, resource allocation and funding scenarios.

- The meeting on June 1 was attended by about 21 member agencies.

HAPN’s recommendations are in keeping with its core values:

- Strengthening and stabilizing the existing infrastructure of services
- Prioritizing severe needs and special populations clients
- Improving coordination among agencies and assuring service choices for our clients
- Fairness and transparency in the contracting and funding processes

During HAPN’s June 1 meeting members identified a new and important core value:

- Maintaining the grassroots, volunteer-based, peer-involved, donor-funded, community model of care that is the hallmark of the San Francisco system.
- This is a direct response to new Federal attempts to medicalize AIDS and focus resources on medical services only.

HAPN proposed the following recommendation to the CARE Council:

- Join HAPN in advocating for transparency and community input in the process of integrating the AIDS Office into the rest of DPH. The planning council is the only organized voice of HIV-services consumers in the DPH decision-making process.
- Continue work at collaborating and integrating with the Prevention Planning Council
- Form a task force of CARE Council, HAPN and AO members to carefully evaluate the allocation of GF and CARE dollars so that services are not disrupted because of fund stream shifts (i.e. residential case management).
- Consider advocating for a new role for the Council, similar to that of the Prevention Council which make recommendations to DPH regardless of funding source.

HAPN invited CARE Council member to attend HAPN meetings to learn firsthand about the services their members provide.

XV. Supplemental Funding from State and Recommendations from CARE Council

Dr. Michelle Roland introduced herself as the new Director at the State Office of AIDS. She provided information on her personal background and the work of the State. She hopes to return at a later date to speak to the Council.

Of the amount available by the State \$895,786 will be allotted to backfill the cuts made to San Mateo and Marin County.

Action Item:

- Motion to pass the funding recommendation for San Mateo and Marin County
- Roll call vote was taken.
- Recommendation on funding allotment was *passed unanimously*.

XVI. Priority Setting and Allocation Process

CM Thomas/Simmons, Planning Committee Co-Chairs

These items are being Noticed for Full Council Vote at the next Full Council Meeting to be held on August 16th, 2007.

- Create two tiers of service using HRSA definitions:
 - A. Core Medical Services (CMS) in current priority order
 - B. Other support services (OSS)
- Fund Part A: CMS at current 75% for flat funding
- Residential Substance Abuse Treatment will not be added as a CARE funded service category
- Other Support Services stays as the service categories in priority order and funding amounts approved at the May meeting (with the list and dollar amount included in the motion).

XVII. Policy and Evaluation Committee Recommendations

CM Allgaier

These items are being noticed for Full Council Vote at the next Full Council Meeting to be held on August 16th, 2007.

- CARE Council to reorganize in January 2008 to allow the Cultural Competency Process to be completed and inform any decisions regarding reorganization.

XVIII. New Business/Next Agenda

- *Council Members completed the Meeting Evaluation Forms and conflict of interest forms.*
- *Please Note: The next full council meeting date is scheduled for Thursday, August 16th, 2007, 9:00 a.m. – 5:00 p.m. at the State Building, Milton Marks Conference Center, San Diego Rooms (lower level), 455 Golden Gate, San Francisco.*

Public Comment on this item.

XIX. Adjournment

Meeting adjourned at 7:45 pm.

Action Item:

- Motion to pass the funding recommendation for San Mateo and Marin County
- Roll call vote was taken.

Recommendation on funding allotment was *passed by consensus*.

Two dates were presented to the CARE Council for approval:

3. September 10th, two half day trainings: one morning and one afternoon training.
4. October 22nd all day training.

Action Item:

Cultural Competency training dates were *approved by consensus*.

➤ **HOPWA Loan Committee Vacancy Appointment Recommendation**

The Steering Committee recommended that CM Manley be approved to fill this vacant position.

Action Item:

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