

**HIV Health Services Planning Council**  
**PLANNING COMMITTEE MINUTES**  
**Tuesday, March 14, 2006**  
**25 Van Ness Avenue, Room 330 A**  
**3:30 – 5:30 pm**

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**Committee Members Present:** Laura Thomas (co-chair); George Simmons (co-chair); Donald Soto; Ellen Sweetin; Billie-Jean Kanios

**Committee Members Absent:** None

**Other Council Members Present:** Charles Siron; Ken Pearce; Randy Allgaier

**Others Present:** Sherilyn Adams; Celinda Cantu; Gilda Jones

**Council Support Present:** Jack Newby; Enrique Asis; Skot Jonz

#### **1. Introductions**

Co-Chair Thomas called the meeting to order at 3:43 pm and those present introduced themselves.

#### **2. Review/Approve Agenda**

Committee reviewed the agenda and it was approved by consensus.

#### **3. Review/Approve *February 21<sup>st</sup>, 2006 Minutes***

Committee reviewed the minutes from the February 21<sup>st</sup>, 2006 Planning Committee meeting approved them by consensus.

#### **4. Announcements**

The following announcements were made:

- CM Allgaier announced the plan for a backfill protocol. He discussed the process proposed which will involve Housing and Urban Health. Committee discussed.
- Co-Chair Thomas reminded Committee about the Tenderloin Collaborative Board for services providers in the Tenderloin meeting tomorrow from 12-3 at St. Anthony's.
- Co-Chair Simmons clarified the confusion with the Section 8 waiting list opening up for people with HIV, and indicated that this is not the case.

#### **5. Public Comment**

There were no public comments.

#### **6. Steering Committee and General Update**

Co-Chair Thomas presented a monthly update of Steering Committee activities and discussions, which were primarily items from this Committee.

## **7. Update on Board of Supervisors' Education Project**

Co-Chair Thomas provided committee with an update on the Board of Supervisors' Education Project and indicated that all of the meetings so far have gone very well. Committee discussed.

Council Support, Jack Newby, provided a schedule to Committee on upcoming meetings scheduled.

## **8. Preview Ryan White Care Act Titles III and IV**

Committee previewed the presentation on the CARE Act Titles III and IV and discussed matters with regard to format and content for presentation at the upcoming Full Council meeting.

Sherilyn Adams from Larkin Street Youth Services previewed her presentation with Committee regarding Title IV services at Larkin Street Youth Services. Committee discussed specific modifications to the presentation and other issues or data they would like to see included. Sherilyn Adams agreed to submit final presentation to Council Support in time for the monthly Council Meeting mailing.

Allen Meyer was not present to preview the CARE Act Title III Overview with Committee. Committee reviewed and discussed draft handout of presentation. Committee made suggestions for modifications to the presentation and other issues or data they would like to see included.

## **9. Review Outline and Draft Calendar for Priority Setting and Allocation including Data Presentation Schedule for Fiscal Year 2007**

Committee discussed developing the Priority and Allocation calendar and Data Presentation schedule for FY 2007.

Hilda Jones of AIDS Office requested from Committee to suggest key elements desired for the upcoming presentation on Minority AIDS Initiative. She indicated that she may not have all the data available or the presentation on the 27<sup>th</sup> of March and will let Council Support know by the 21<sup>st</sup> so it can be placed on the agenda.

Committee discussed and made recommendations for details to be included in the presentation.

If the presentation cannot be completed in time for the March 27<sup>th</sup> Council Meeting, the MAI presentation will be prepared for the May meeting.

Regarding Quality Management presentation, Celinda Cantu reported that there was no information available on the status of that presentation. This may be on the April agenda, pending further information from the AIDS Office. Celinda Cantu suggested possibly combining the presentations on Reggie and Quality Management for June which will be a stronger presentation than something too soon with inadequate data.

CM Soto inquired about Conflict of Interest training and presentation presented by staff. Council Director Jack Newby explained issues of concern regarding conflict of interest and requested guidance from Committee on the content of the presentation.

Committee discussed that the goal should be for all Council Members to be clear about the Conflict of Interest policy and how it is implemented, as well as including hypothetical scenarios and service categories.

Jack Newby agreed to develop a draft presentation and circulate it among Committee members for feedback as soon as possible.

Committee discussed moving up the Title II presentation to be the same time as the Title III and Title IV presentations.

Committee discussed a joint HHSPC and HPPC meeting.

Committee discussed when to schedule Housing and HOPWA data presentations.

#### **10. Review 2005 Epi/Surveillance Presentation to the Planning Council**

Committee reviewed the 2005 Epi/Surveillance Presentation to the Planning Council and discussed content changes to this year's presentation which is scheduled for April Council Meeting. Committee agreed the presentation was good, and more data on the following items would be helpful:

More focus on trends; data on late testers; comparison of zip codes of residence to zip codes of treatment; absolute numbers rather than percentages of not-in-care; data on CoEs.

Council Support in contact with Maree Kay Parisi regarding scheduling of the Epi presentation.

#### **11. Review 2005 San Francisco Department of Public Health Funding Streams and Summary Sheets for March Council Meeting**

Committee reviewed and discussed content changes to the 2005 San Francisco Department of Public Health Funding Streams and Title II presentation. No comment on the Title II presentation. Suggestions for the Funding Streams presentation: how do ADAP and Medicare Part D work together; funding streams through the Health Department for HIV whether or not they go through the AIDS Office.

Committee discussed the possibility of receiving the budget in a different format.

Committee reviewed the Summary Sheets presentation from 2005 and discussed suggestions for changes regarding format and content: no format changes; and data regarding unmet need if possible.

#### **12. Next Meeting Date & Agenda Items**

Committee identified the following agenda items for the next meeting scheduled for April 11<sup>th</sup>, 2006:

- Review of Scheduled Presentations
- Update on Board of Supervisors' Education Project

Co-Chair Thomas adjourned the meeting at 5:36 pm.

**All documents presented and reviewed at the meeting are on file at Council Support Office.**