



HIV Health Services Planning Council

POLICY AND EVALUATION COMMITTEE NOTES

► Thursday, April 5th, 2007 ◀

San Francisco Department of Public Health

25 Van Ness Avenue, 3rd Floor, Room 330B

4:30 - 6:30 pm

Committee Members Present: Allgaier (Co-chair), Antonetty

Committee Members Absent: Brown (LOA), Spaeth (Co-chair), Oropeza (Excused), Pillatzke

Other Council Members Present: Pearce

Others Present: Michael Paquette (HPPC), Aimee Crisostomo (Harder & Co.)

Council Support Staff: Enrique Asis, Michelle San Pedro

1. Introductions

CM Allgaier (Co-Chair) called the meeting to order at 4:30 PM and everyone introduced themselves.

2. Review/Approve Agenda

The Agenda was not reviewed and approved because quorum was not established.

3. Review/Approve March 1st, 2007 Minutes

The March 1st, 2007 Minutes were not reviewed or approved because quorum was not established.

4. Announcements

There were no announcements.

5. Public Comment

There was no public comment.

6. Steering Committee Update

The Steering Committee Update was not presented because quorum was not established.

7. Review Draft MOU between CARE and Prevention Councils–VOTE

CM Allgaier presented the document “MOU of Understanding between the HIV Prevention Planning Council (HPPC) and HIV Health Services Planning Council (HSPC) Regarding POI Committee” and pointed out changes made.

Three points are to be added to the document:

1. Clarify that SF DPH will have one vote at meetings

2. Clarify the attendance policy
3. Whenever there is a change in leadership, they must review and sign the document.

Ms. Crisostomo (Harder & Co.) will make these changes to the document and forward the updated document to the Prevention Council, CM Allgaier (Co-Chair), and Mr. Newby.

ACTION ITEM

There was no vote on the Draft MOU between CARE and Prevention Councils because quorum was not established. Ms. Crisostomo and Mr. Paquette will present the changes made to the MOU to HPPC, and based upon their discussion with HPPC, Ms. Crisostomo will contact Mr. Newby and the vote may be forwarded to the Steering Committee.

8. Review of 2007 Work Plan & Comprehensive Plan Implementation

Postponed until the next committee meeting.

9. Review and Discussion on Council Structure

CM Allgaier (Co-Chair) suggests that the Steering Committee to hold off open enrollment to new committees until the evaluation results are assessed and implemented.

ACTION ITEM - COUNCIL SUPPORT

Summarize important, relevant parts of the New Ryan White CARE Act, including the three year plan and present information at the next P&E Committee meeting.

Considerations:

- What new seats/changes of the CARE Act affect the structure of the council?
- How will HSPC deliver the goals of the CARE Act?
- How do the CARE Act changes affect the Assessment Tool?
- Include recommendations that come from previous structure evaluation

10. Review of MOU (between DPH and CARE Council) and Develop

The assessment tool is to be filled out by three people: A Co-Chair of the HSPC, SF DPH representative, and Mr. Newby.

ACTION ITEM

Because quorum was not established, forward the Assessment Tool to the Steering Committee for a vote.

11. Quarterly Review and Discussion of Council Evaluations

Mr. Asis presented the Council Evaluations from December 2006-March 2007.

**12. Discussion of possible Vote to move regular committee dates–
VOTE**

The item was tabled.

13. Next Meeting Date & Agenda Items

- ***The next meeting will be 4:30 – 6:30, Thursday, May 3rd, 2007. 25 Van Ness, Room 330B, San Francisco.***

14. Adjournment

CM Allgaier (Co-Chair) adjourned the meeting at 5:45 PM.