



HIV Health Services Planning Council
Steering Committee
Monday, September 21, 2009
25 Van Ness Avenue, Room 330 B
5:00 - 7:00pm

Draft Agenda

-
1. **Introductions** Group 5:00
 2. **Review/Approve Agenda – VOTE** Group 5:02
 3. **Review/Approve August 17, 2009 Minutes – VOTE** Group 5:05
 4. **Announcements** Group 5:08
 5. **Public Comment** Group 5:13
 6. **Council Support Update** Council Support 5:15
The Steering Committee will receive an update from Council Support.
 7. **Committee Reports – VOTE** Group 5:20
The Committee will discuss the work of council Committees and Work Groups, communication between Committee Co-Chairs, and ensure linkage of Committee activities to the Full Council.
 - *Government and Provider Affairs Update*
 - *Consumer and Minority Affairs Update*
 - *Membership Committee Update*
 - *Leave(s) of Absence*
 - *Randy Allgaier*
 - *Renewals*
 - *John Andrews*
 - *Wade Flores*
 - *Pol (Points of Integration) Update*
 8. **Co-Chair Update** Co-Chairs 5:30
 9. **HIV Health Services Update** DPH-HHS 5:35
The Committee will receive an update from a Representative of HIV Health Services.
 10. **Review/Approve HIV and Aging document created for SF Nat'l AIDS Strategy Meeting – VOTE**
Randy Allgaier/Group 5:40
 11. **Discussion of New Member Policy re: Membership Prior to Mayoral Letter – VOTE** Group 5:50

The Committee will review the rights and responsibilities of new members prior to receiving their Mayoral letter of approval.

MOTION from Membership: To ask that Full Council approved members, prior to receiving their Mayoral letter of approval, adhere to the same attendance requirements as current Council Members.

12. Policy Regarding Tie Votes – VOTE Group 6:00

The Committee will discuss how to deal with ties that may occur during elections.

MOTION from Membership: In the event of a tie for any election, a runoff vote will be held. If the outcome is still a tie after the runoff vote, the final decision will be made by the Steering Committee.

13. Creation of Policy and Procedure Manual Review Work Group – VOTE Group 6:10

14. Development of “Study Group” – VOTE Matt Miller/Group 6:15

The group will discuss the recommendation from GPA that a “Study Group for all Council Members be formed.

15. Development of CAEAR Coalition Alternate representative Policy – VOTE Group 6:25

The Committee will develop a policy regarding the duties of the CAEAR Coalition Alternate Representative.

16. Development of August Council Meeting Agenda– VOTE Group 6:50

- JOINT Meeting of the HHSPC and the HPPC Monday, October 8, 2009, TBD.

17. Next Meeting Date and Agenda Items – VOTE Group 6:57

The next Steering Committee Meeting is scheduled for Monday, October 19, 2009 from 5:00pm until 7:00 p.m. at 25 Van Ness, Room 330 B, San Francisco.

Parking Lot:

-Discussion of Eligibility Requirements

18. Adjournment 7:00

The Steering Committee of the HIV Health Services Planning Council is made up primarily of the co-chairs of the Council's other committees. The primary responsibility of the Steering Committee is to oversee the work of all of the Council's active committees and ad hoc committees, as well as interface with representatives from the Department of Public Health HIV Health Services office; it is also responsible for creating and finalizing the agenda for the upcoming Council meeting.

Note: Agenda items are subject to change, postponement, or removal. Meeting agendas are considered to be in DRAFT form until reviewed and approved by Committee attendees.

HIV Health Services Planning Council
730 Polk Street, 3rd Floor, San Francisco, CA 94109
San Francisco Department of Public Health, HIV Health Services Office
25 Van Ness Avenue, 5th Floor, San Francisco, CA 94102

The meeting facility is wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #47 Van Ness, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requested by Noon of the Friday before the Council meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact our office at (415) 674-4768. For a large print copy of agenda or minutes in alternative formats, contact our office at (415) 674-4768.

In order to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products.

Know Your Rights under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the peoples' business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Frank Darby; by mail to Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 409, by phone at (415) 554-7724, by fax at (415) 554-7854 or by email at Frank.Darby@sfgov.org Citizens may obtain a free copy of the Sunshine Ordinance by contacting Mr. Darby or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at <http://www.sfgov.org/bdsupvrs/sunshine.htm>

The Planning Council has several standing Committees where Council business and creation of motions for full-Council action occur, and members of the public are urged to attend. Council procedures do not permit: 1) persons in the audience at Council meeting to vocally express support or opposition to statements by Council members or by other persons testifying, outside of public comment; 2) ringing and use of cell phones, pagers, and similar sound-producing electronic devices; 3) signs to be brought into the meeting or displayed in the room; 4) standing in the meeting room. Citizens are encouraged to testify at Committee meetings and to write letters to the co-chairs of a Committee or to Council members, c/o HIV Health Services Planning Council, 730 Polk Street, 3rd Floor, San Francisco, CA 94109. Agendas are available on the Internet at <http://www.sfcarecouncil.org>.

**THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT
HIV Health Services Planning Council Offices, 730 Polk Street, 3rd Floor, San Francisco, CA 94109.**