



**HIV Health Services Planning Council  
Steering Committee *DRAFT* Minutes  
Wednesday, May 16th, 2007  
SFDPH 25 Van Ness Avenue, Room 330B  
5:00-7:00pm**

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**Committee Members Present:** Allgaier, Herman, Hicks, Molnar, Newell, Phillip, Simmons, Soto, Thomas

**Committee Members Absent:** Flores, Spaeth

**Other Council Members Present:** None

**Others Present:** Mike Smith (HAPN), Dean Goodwin (SF DPH HHS), Michelle Long (Director, SF DPH HHS), Robert Whirry (MAI Grantwriter)

**Council Support Present:** Michelle San Pedro, Ray West

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### **1. Introductions**

CM Herman called the meeting to order at 5:00 PM and everyone introduced themselves.

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

The Agenda was reviewed and *approved by consensus*.

### **3. Review/Approve March 19<sup>th</sup>, 2007 and April 16<sup>th</sup>, 2007 Notes**

The March 19<sup>th</sup>, 2007 Minutes were reviewed and *approved by consensus*.

The April 16<sup>th</sup>, 2007 Notes were reviewed and *approved by consensus*.

### **4. Announcements**

- CM Herman will be out of the office May 26<sup>th</sup> - June 11<sup>th</sup>, 2007.
- Ray West (Council Support Staff) will be out of the office June 1<sup>st</sup> - 11<sup>th</sup>, 2007.

### **5. Public Comment**

There was no public comment.

### **6. Committee and Work Group Check-in**

#### ➤ *Policy and Evaluation Committee Update*

The Policy and Evaluation (P&E) committee update was presented by CM Allgaier.

- The Committee discussed the creation of a timeline for the evaluation of the Memorandum of Understanding (MOU).
  - Wants relevant parties (co-chairs, AIDS office) to get the forms immediately, and have the Council Support Staff collate the information so that P&E can make recommendations based on CARE Act.
- Discussion of new ways of structuring the Council at New Council Member orientation on May 17<sup>th</sup>, 2007 and in a focus group with veteran Council Members.

- At the orientation, new Council Members will be asked what they need for support (as a PLWH).
- Will gather data by Late August/Early September, analyze the data in October and will present the data to the Council in November (and dovetail the information with cultural competency training).

➤ *COA (Community Outreach and Advocacy) Committee Update*

The COA committee update was presented by CM Newell and included:

- Discussion of grievances.
- Results of the 2007 Women's Forum.
- Update for Youth Community Meeting
  - Larkin Street Youth Services contacted and discussed the upcoming community meeting with the youth (prospectively to be held in the 2<sup>nd</sup> week of June 2007).
- Priority Populations among Youth (using Reggie Data as a guide)
- Town Hall Meeting to be held on Thursday, May 31<sup>st</sup>, 2007.

➤ *Planning Committee Update*

The Planning committee update was presented by CM Thomas.

- The committee discussed recommendations for compliance w/ HRSA 75/25 and reductions protocol
  - Dean Goodwin (SFDPH) created a spreadsheet illustrating possible scenarios of the different recommendations.

➤ *Membership Committee Update*

- The applications of Gerardo Ramos, Stacia Scherich, Bart Ellison (Medi-Cal seat), Jonathan Livingston (Native American seat, Navajo Tribe) were approved to be forwarded to the Full Council.
- The committee will continue to review the application of Don Frazier.
- The renewal applications of CM Oropeza and CM Sweetin were approved and forwarded to the Full Council.
- CM Spaeth and CM Tracy Brown have received correspondence regarding the CARE Council Attendance Policy.

➤ *PoI (Points of Integration) Update*

The PoI updated was presented by CM Philip and included:

- The committee adopted recommendations for Late Testers.
- Currently working on Serosorting v. Seroadaptation and starting to gather data.
  - The committee will come up with Physician's statement regarding this matter and forward it to Council.

➤ *Needs Assessment Work Group*

- There was no update.

➤ *Funding Streams Work Group*

- There was no update.

**7. Review and Discussion of Title I Supplemental Award**

Michelle Long, Director (SF DPH HHS) discussed the following:

- Base Grant Award Analysis
- San Francisco Eligible Metropolitan Area (SF EMA) Contract Allocation Analysis
- County Contract Allocation Analysis
- CARE Title I
  - Council Support will be included in the Administrative Cost Category
  - There is no Minority AIDS Initiative (MAI) award
  - Overall net decrease in Award for FY 2007-2008 is 32.1%
- Care Title II
  - \$632.00 increase in the SF EMA.
- Steps towards achieving compliance of HRSA's 75 % Funding for Core Medical Services
  - Tier 1 categories: HRSA Core Medical Services
  - Tier 2 categories: Support Services
- SFDPH needs to talk with counties in the EMA – investigate what each county will do in response to their cut, and if anything they do will affect the San Francisco County percentages.
- Dean Goodwin (SF DPH HHS) presented a spreadsheet illustrating possible scenarios of the different recommendations.
  - The Committee reviewed and discussed these scenarios and will forward two scenarios to the Full Council for consideration:
    - Scenario 1: 75% (Spread cuts across all service categories, less of a cut in Core Medical Services)
    - Scenario 2: 87%

**8. Discussion Regarding Compliance with HRSA 75/25 and Reductions Protocol**

***ACTION ITEM***

- MOTION - The two scenarios (75% and 87%) as presented to the Committee will be forwarded to the Full Council for review and a vote. Hicks/Newell
- ***Approved by consensus.***

**9. Review and Discuss DPH/CARE Council MOU Assessment Tool**

This item has been postponed.

**10. Review and Discussion of May 31, 2007 Town Hall Event**

- CM Newell announced that the Town Hall meeting will occur on May 31<sup>st</sup>, 2007 at 6:30 PM at the LGBT Community Center Ceremonial Room and the flyer has been posted on the [www.sfcarecouncil.org](http://www.sfcarecouncil.org) website and released for distribution to the community.
- An American Sign Language (ASL) interpreter will be provided, as requested.

## 11. Discussion of CARE Council Co-Chair Replacement procedure

### ***ACTION ITEM***

- MOTION - At the May 21<sup>st</sup>, 2007 Full Council meeting the Council shall nominate and elect a woman to the Co-Chair seat vacated by Billie Jean Kanios for the unexpired term through September 2007. CM Herman/Soto.
- ***Approved by consensus.***

## 12. Development of May 21st, 2007 Council Agenda

***Monday, May 21st, 2007, City College San Francisco, Administrative Offices, 33 Gough, San Francisco 94103, 4:30 - 7:30 pm.***

- Substitute Late-testers Presentation to provide more time for Compliance with HRSA 75/25 and Reductions Protocol Discussions

### ***ACTION ITEM***

- CM Phillip/Hicks motion to postpone the May 21<sup>st</sup>, 2007 Agenda Item #9 (Late-testers presentation) and allow more time for "Compliance with HRSA 75/25 and Reductions Protocol" Discussions.
- ***Approved by consensus***

## 13. Next Meeting Date and Agenda Items

- Review and Discuss DPH/CARE Council MOU Assessment Tool – VOTE

## 14. Adjournment

CM Herman adjourned the meeting at 7:00 PM.

### ***ACTION ITEM***

- MOTION - The two scenarios (75% and 87%) as presented to the Committee will be forwarded to the Full Council for review and a vote. Hicks/Newell

***Approved by consensus***

- MOTION - At the May 21<sup>st</sup>, 2007 Full Council meeting the Council shall nominate and elect a woman to the Co-Chair seat vacated by Billie Jean Kanios for the unexpired term through September 2007. CM Herman/Soto.

***Approved by consensus.***

- CM Phillip/Hicks motion to postpone the May 21<sup>st</sup>, 2007 Agenda Item #9 (Late-testers presentation) and allow more time for "Compliance with HRSA 75/25 and Reductions Protocol" Discussions.

***Approved by consensus***