



DEPARTMENT OF HEALTH AND HUMAN SERVICES

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**Marin HIV/AIDS Care Council Meeting
MINUTES
[Approved 4/14/10]
Wednesday, March 10, 2010
4:30p.m. - 6:30p.m.
3420 Kerner Blvd.
San Rafael, CA 94903
Connection Center – Room 109**

Council Members Present: Roy Bateman, Kevin Cronin, Elaine J. Flores, Wade Flores, James Frazier, Walter Kelley, Jennifer Malone, Scott Marcum, Norge Santana, David Witt.

Council Members Absent: none.

Staff Present: Cicily Emerson, Deborah Gallagher, Chris Santini, Michael Schieble, Jenny Stephens.

Public: Sarah Grossi - County of Marin, Department of Health and Human Services – Health Clinics, Debra Mullaney - County of Marin, Department of Health and Human Services – Dental Clinic.

I. Call to Order.

The meeting was called to Order at 4:40p.m. by Co-Chair Kelley.

II. Roll Call.

Roll was called and quorum was established with 9 of 10 Members present. CM Witt arrived after the roll call at 4:50p.m. and increased the final attendance to 10 of 10 Members present.

III. Review and Approval of Agenda – VOTE

The agenda was reviewed.

CM Malone motioned to approve the agenda. CM E.J. Flores seconded.

A voice **vote** was conducted. All were in Favor. None were Opposed.
The agenda was approved unanimously.

IV. Review and Approval of Minutes – VOTE

CM Bateman requested a correction to paragraph 6 of item: VIII. Speaker: Ana Batas- County of Marin Department of Health and Human Services.

C. Emerson requested a correction to item: XI. Division of Public Health Report – C. Emerson #4 and #5.

CM Marcum made motion to approve the February 10, 2010, minutes. CM Frazier seconded.

A voice **vote** was conducted. Ayes were heard. None were Opposed.
The February 10, 2010 minutes with corrections were approved.

V. General Announcements

Co-Chair W. Flores announced that the 2010 calendar of San Francisco HIV Health Service Planning Council had been finalized. Marin and San Mateo Counties are scheduled to do their presentation in May.

Co-Chair Kelley announced on the meeting room side table literature was available from the United States Conference on AIDS. Co-Chair Kelley had attended the conference.

CM Kelley circulated a flyer from the AHF Pharmacy located at 100 Church Street, San Francisco. The pharmacy is located in the Out of the Closet store. HIV medications are available and assistance with ADAP, Ryan White Part B co-pays, AICP, and AWAPP billing assistance is available. Co-Chair Kelley stated that individuals with a Doctor's prescription can get free HIV medications from the pharmacy based on nee

CM Marcum distributed a flyer titled "Need help buying healthy food?" S.N.A.P is a new Federal program offering assistance to low income individuals to buy fresh fruit and vegetables.

CM Frazier reported that W. Kelley and he attended a retreat in Santa Rosa, March 5 – 7, 2010. Information was presented about STD's and was individuals can protect them self.

VI. Public Comment - None

VII. Co-Chair Report

Co-Chair W. Flores reported:

1. The new HIV Consumer Rights Advocacy Project / HCRAP, run by the AIDS Legal Referral Panel is willing and available to present information to the Marin Care Council. Effective March 1, 2010, the AIDS Legal Referral Panel started as the Service Provider. Bill Hirsh is the contact.

2. Co-Chair W. Flores is working with Spectrum, coordinating outreach to the Latin Community in Marin. A series of community meetings will be conducted in the coming months.

3. 2010 calendar - San Francisco HIV Health Service Planning Council.
as noted on whiteboard-

May	Marin and San Mateo information.
June	Needs assessment results.
July	Meeting 1 – Epi-data, funding streams, and HIV and aging.
July	Meeting 2 – AIIRS, summary sheets, trends, HAPN.

4. The San Francisco HIV Planning Council ad hoc Needs Assessment Committee schedule is:
as noted on whiteboard-

February	Needs assessment workgroup meetings.
March	Data Collection.
April	Preliminary report.
June	Needs assessment results. Full report to San Francisco Council.

Co-Chair W. Flores commented that in February, the Needs Assessment Workgroup had produced the draft questionnaires. Copies of the focus group protocol, including the questions to be used for the African American Women, 50+, and HepC+ Co-infected focus groups were distributed. The Provider draft questionnaire will be coming in April. Care Council Members were requested to review the handout and e-mail changes or additions to the draft to Co-Chair W. Flores.

Co-Chair Flores reported that starting March 19, 2010, contact will be made to recruit individuals to form the focus groups. During the discussion that followed there was concern that the participants in the focus groups would not reflect the needs or views of Consumers in Marin County. The methodology used for selecting participants for the focus groups was questioned. It was noted that Marin Client contact information from CAM and the Tom Steel Clinic was provided to Harder and Company. Additionally, there was concern that the focus groups would not include individuals out of care or not accessing care. Information on issues related to access to care or the needs of individuals not in care would not be reflected.

C. Emerson commented that a comprehensive needs assessment report was produced for the EMA in 2008. The target populations for the 2010 focus groups were the result of the 2008 study. Copies of the 2008 needs assessment report will be made available to the Care Council Members.

Co-Chair W. Flores reiterated that the focus group protocol was a draft only. Input, comments, feedback, and additional focus group questions should be sent via e-mail.

Public Comment: None

VIII. Speaker: Debra Mullaney- County of Marin Department of Health and Human Services – Dental Clinic

At the start of the presentation, Debra Mullaney commented that she was aware of the needs of people living with HIV/AIDS through her prior work with the Specialty Clinic. Ms. Mullaney stated, “I was reassigned to the Dental Clinic last year”.

A recap of the changes in DentiCal benefits effective July 1, 2009, which resulted from the State budget were presented. The DentiCal services still provided include; children (20 years-old and younger), pregnant women (hygiene only), MediCal surgical procedures by an oral surgeon, procedures required prior to a medical procedure, and coverage for Title 18 and Title 19 eligible individuals, most of whom are in nursing care. Ms. Mullaney concluded, “...coverage is very very limited”.

The oral health resources of case management and referral available to Ryan White eligible Clients are provided by the Marin AIDS Project. Dental providers include; University of the Pacific Dental School, the UCSF School of Dentistry, the County of Marin Dental Clinic, and some private dentists. Dental procedures are reimbursed at the MediCal rate. The fees charged by the dental schools are 40% - 45% less than the fee for procedures performed in private practice. Procedures that are covered by Ryan White funds are hygiene, prophylaxis, and restoration (bridges). Dentures are not covered by DentiCal, however upper dentures may be covered by Ryan White funds.

Recent changes in the operation of the Dental Clinic were outlined by D. Mullaney. Changes to the scheduling process, scheduling of follow-up appointments, detailing of treatment plans, an emergency triage process for prescriptions, and referrals were described.

In the discussion that followed, Council Members addressed specific concerns including; perception that dentists were not comfortable treating HIV/AIDS Clients, privacy issues in the “open walled” Clinic, follow-up appointment that were not timely, and confusion about eligibility and available funding. D. Mullaney responded to the concerns and addressed the operational issues. CM Witt reminded the Council Members, “[that] we need to avoid commenting on individual providers...” and reiterated that the Council’s role of addressing issues at the Service Category level.

Debra Mullaney concluded the presentation on a positive note stating, “...we are working on a lot of improvements, including reduced wait times... we have developed lots of new things, so don’t give up on us.”

Public Comment: None

IX. Membership Committee Report

Membership Committee Co-Chair E.J Flores referenced the handout, “Marin Care Council – Membership Committee Proposed Policy Change and Bylaw Change” and Committee Co-Chair Marcum read the proposed changes.

Council Support commented that the “vote” noted on the agenda was incorrect. The proposed Bylaw and Policy change was up for discussion. The March 10, 2010 agenda established public notice of a possible Bylaw change. A vote would appear on the April 2010 Care Council meeting agenda.

A. Proposed Bylaw Change to Article V. – Meeting Attendance / Termination, Section 1 (page 65)

The Bylaws currently read:

“In addition, Council members are expected to attend at least one meeting per term of the HIV Health Services Council for the San Francisco EMA.”

The following Bylaw change is proposed by the Membership Committee:

“In addition, Care Council Members are expected to attend one San Francisco HIV Health Services Planning Council Prioritization and Allocation ‘Summit’ meeting per term.”

B. Proposed Policy Change to Section 8 – Membership. New Member Orientation Policy (page 32).

The Policy currently reads:

“All Members are welcome and encouraged to attend the San Francisco HIV Health Services Planning Council Orientation.”

The following Policy change is proposed by the Membership Committee:

“New Care Council Members are **required** to attend the San Francisco HIV Health Services Planning Council Orientation and one San Francisco HIV Health Services Planning Council Summit/Prioritization and Allocation meeting in their first term.” [add] “Care Council Members who do not fulfill this requirement will receive an absence for the month of September.”

A short discussion followed. Co-Chair W. Flores emphasized the benefits of attending the San Francisco Orientation and Summit meeting and stated, “...it gets us all on the same page”. It was noted that the San Francisco prioritization and allocation “Summit” meeting is held in August and the first presentation is held in May. Council Members may attend any San Francisco meeting. Co-Chair W. Flores commented, “[the San Francisco Summit meeting] has the most substance”. CM Cronin asked for clarification on the September absence related to the quarterly attendance policy.

X. Community Outreach and Advocacy Committee Report.

COAC Co-Chair Santana read a prepared report that recapped the February 10, 2010 Committee meeting.

A. “We and by we, I mean the Members of the COAC have decided to start having our meetings following the adjournment of your meetings [Care Council], so approximately 6:40p.m. to 6:45p.m. we could start our meetings. We have already had a dry run last February 10th and everyone agreed that this was not only possible, but at the same time sensible. Like I just said, we met this way last month and were able to cover the same amount of material and discuss issues pertinent to the mission of our Committee”.

Co-Chair Santana added that the COAC would meet every other month and there would be a savings on Council Support and a focus on the Fall Forum. Co-Chair W. Flores was recognized by the Council Co-Chair and stated, “...The original mission of the Committee was to do outreach and work with the County... I’d like to propose that instead of having the meeting afterward, we just combine ...[and] the Full Council would take over the COA Committee”. Believing there was Committee unanimity on the proposal, COAC Co-Chair Santana interrupted Co-Chair W. Flores and a contentious exchange that did not follow the Council’s Rules of Respectful Engagement followed.

C. Emerson was recognized by the Chair and requested that the meeting be brought to order. Clarification was sought from the Council Parliamentarian. There was no motion on the table and the report was a proposal. COAC Members made additional suggestions including; to meet immediately following the Care Council Meeting [second Wednesday of the month], plan fewer Committee meetings as needed, shorten the Care Council agenda on the months that the COAC would meet and encourage all Council Members to attend the COAC meeting.

CM Witt made motion that the COAC meet every other month following the Care Council meeting. The Care Council agenda will be shortened on the months that the COAC is scheduled to meet. CM E.J. Flores seconded.

Public Comment: None

A **vote** was conducted by a show of hands. All were in Favor. None were Opposed.

The COAC will meet every other month [2nd Wednesday] following a shortened Care Council meeting.

The COAC report also noted that the data from the Fall Forum was reviewed at the February 10, 2010 meeting.

Public Comment: None

XI. Division of Public Health Report

Debra Gallagher gave a demographic report for the period of 2007 through 2009. Data of “People Diagnosed with HIV Infection” and “Risk Factors of People Diagnosed with HIV Infection” for the period in Marin County was presented. (see Attachment “A”).

In addition to the demographic information reported, there were questions about sources of data and databases. Names based reporting, ADAP and AIRES data information, other surveillance tools, and gaps in reporting were discussed.

6:35p.m. Point of Order

Co-Chair Kelley requested that the meeting be extended ten more minutes and adjourn at 6:45p.m..

C. Emerson reported that the 2010-'11 budget would be: 1.) “flat” for Part A. 2.) “There was no information on Part B.”

C. Santini 1.) Provided additional clarification on the AIRES database, stating, “...AIRES only has people receiving Ryan White services”. Share versus Non-Share Clients and the transition from the Marin database to the AIRES database was explained. 2.) The Client Satisfaction Survey was briefly recapped. 197 Client Surveys were mailed and 93 were completed and returned by the February 26, 2010 deadline. The response rate was 47%, which was an increase from the 2009 response rate. Of the 197 total surveys, 181 were in English and 16 were in Spanish. Seven of the 16 Spanish surveys were completed and returned.

Public Comment: None

XII. Review of Care Council Website

Review tabled due to meeting time.

XIII. Care Council Evaluation Summary

Report tabled due to meeting time.

XIV. New Business

Next Meeting: April 14, 2010, 4:30p.m.-6:30p.m. - Connection Center, Room 109.

- Agenda Item – VOTE Bylaw and Policy change San Francisco meeting attendance.
- Agenda Item – Care Council Website review.
- Agenda Item – Care Council Meeting Evaluations Summary report.
- Agenda Item – Infrastructure Work Group – Review of goals.
- Agenda Item – Membership Committee report on changes / updates to the Handbook.
- JS – Distribute copies of EMA Needs Assessment Report – 2008.

XV. Meeting Adjourned at 6:47p.m.