



**Marin HIV/AIDS Care Council Meeting
MINUTES**

Wednesday, March 14, 2012

4:30p.m. - 6:30p.m.

899 Northgate Drive – 4th Floor Conference Room

San Rafael, CA 94903

[Approved April 11, 2012]



Larry Meredith, Ph.D.
DIRECTOR

Margaret Kisiuk
DIVISION DIRECTOR

HIV/AIDS Services

Community Health &
Prevention Services
899 Northgate Drive
Suite 415
San Rafael, CA 94903
415 473 7590 T
415 473 6266 F
475 473 3232 TTY
www.marincounty.org/hs

Council Members Present: Roy Bateman, Kevin Cronin, Trinity Dushon, Elaine J. Flores, Wade Flores, James Frazier, Walter Kelley, Jennifer Malone, Scott Marcum.

Council Members Absent: none

Staff Present: Chris Santini, Michael Schieble, Sparkie Spaeth.

Public: Paul Edson, Deborah Kasel – POWER/Positive Outreach for Women’s Education & Resources.

I. Call to Order.

The meeting was called to Order at 4:42p.m. by Co-Chair Cronin.

II. Roll Call.

Roll was called and quorum was established with all 9 Members present.

III. Review and Approval of Agenda – VOTE

The agenda was reviewed. The standard meeting agenda was altered to maximize discussion time for the FY2012-'13 funding allocation.

VIII. Review and Approval of February 8, 2012 minutes. Item tabled, minutes not available.

CM Kelley motioned to approve the edited agenda. CM Bateman seconded.

A voice **vote** was conducted. Co-Chair Cronin asked for objections. No objections were heard. The edited agenda was approved.

IV. Division of Public Health Report

C. Santini reported: 1.) The FY 2012-'13 funding cut changed from an 18% reduction to a 20% reduction. The funding decrease is due to the Stop Loss Funding cut. The actual FY 2012-'13 Part A award amount is \$635,033. 2.) The estimate for unspent Part B funds is \$30,000. The amount was previously estimated to be \$40,000; however “a large fourth quarter invoice from the Dental Clinic” resulted in the recalculation. \$9,440 in unspent Council Support funds contributed to the available total. 3.) A utilization report titled, “2011/12 Part A Ryan White UDC/COS Report to Date” was distributed and reviewed.

S.Spaeth: 1.) Distributed a spreadsheet titled “County Proposal”, which outlined an allocation scenario by Service Category for the FY 2012-'13 Ryan White Part A award. S. Spaeth emphasized that the proposal was developed as a “starting place for the discussion” and “the County was not tied to the proposal”. It was recognized that other scenarios might be produced from the discussion. 2.) The County Proposal noted a \$50,000 County contribution in the Medical Case Management service category. S. Spaeth announced that the County was aware of the funding short fall and the County would “assume liability” from the County general funds for part of the funding reduction.

CM Malone asked for clarification of the amount of the reduction. The Care Council would be allocating \$635,033 FY 2012-'13, which was a \$158,606 reduction. However with the County contribution of \$50,000, more Ryan White funds are freed up to pay for non-County services.

Public Comment: None

V. Co-Chair Report

Co-Chair Cronin referenced the draft letter addressed to Larry Meredith, dated March 7, 2012, which had been distributed to Care Council Members via e-mail. Copies were distributed at the meeting. CM Frazier reported that he did not receive the e-mail. Co-Chair Cronin was aware of the distribution issue and confirmed that CM Frazier's e-mail address had been updated.

Co-Chair Cronin stated, "I did not want to create the issue of an on-line meeting [Brown Act]". The draft letter had been sent to S. Spaeth, but feedback was needed before it was finalized and sent to Dr. Meredith. CM W. Flores commented that it has not been decided by San Mateo County to backfill as stated in the draft. Co-Chair Cronin reported that the San Mateo backfill was confirmed through the end of the fiscal year by Matt Geltmaker.

CM Malone suggested, "...that we start fresh and decide on the allocation first" before finalizing the letter. CM Bateman agreed that the Council should allocate first and then work on the letter. CM W. Flores added that the letter would be stronger if the Council included which Service Categories were funded. CM Bateman suggested that an allocation approach could be to "...cut things that the County is most likely to backfill". CM Malone recommended "... to put the allocation forward, exactly as we need them". There was a consensus to move forward to the discussion of the allocation.

Public Comment: None

VI. Public Comment

Deborah Kasel introduced herself and stated that she was a Peer Advocate at the Marin AIDS Project / M.A.P. A flyer titled, "Women and girls are Taking Action in the fight against HIV/AIDS. What can You do?" was distributed. National Women and Girls HIV/AIDS Awareness Day was announced as March 10, 2012.

D. Kasel reported that a new women's support group had been formed called, "Positive Outreach for Women's Education & Resources" / "POWER". Two of the support group members were present. Copies of the POWER mission statement were distributed, which included information on the women's HIV wellness social support group, community goals, and meeting information. E-mail: PositivelyWell@yahoo.com

D. Kasel requested, "... do not cut Emergency Funds" and commented on the importance of funding the Service Category.

VII. Reallocation of FY 2012-'13 Actual Funds – VOTE

CM Malone reported that she had utilization data through the end of the fiscal year and offered updated numbers from M.A.P. CM W. Flores requested that Council Members disclose for the record their conflict of interest. It was noted that there was concern that all Service Providers were not present to provide updated utilization information.

Council Support reported that a current "Marin HIV/AIDS Care Council Conflict of Interest Disclosure Form" (dated June 2011) was on file for each Council Member. Forms are updated annually in June.

Council Members stated the following:

CM Bateman: County Worker

CM Cronin: Actual conflict of interest – All Service Categories
Affiliated with Marin AIDS Project / Service Provider

CM Dushon: No Conflict of Interest. Consumer

CM E.J. Flores: No Conflict of Interest

CM W. Flores: No Conflict of Interest. Consumer

CM Frazier: No Conflict of Interest. Consumer

CM Kelley: No Conflict of Interest. Consumer

CM Malone: Actual conflict of interest - All Service Categories
Executive Director of Marin AIDS Project

CM Marcum: No Conflict of Interest. Consumer

FY 2012-'13 Funding Reallocation

Co-Chair Cronin confirmed that all Council Members had received the "home work assignment" and were prepared to present individual funding recommendations by Service Category. Co-Chair Cronin reviewed the Rules of Respectful Engagement and emphasized that the discussion would be based on Service Categories and not deal with services or programs provided by specific Agencies. Council Members were reminded that the 75%/25%-Core/Support ratio requirement would apply.

CM Malone asked what process would be used for the allocation and discussion. Was the discussion going to proceed by Service Category or would individual allocation recommendations be made by each Council Member? CM W. Flores commented, "I hope we don't go with a 20% [cut] down the line". CM Bateman reported that he made copies of his Service Category funding recommendations, however he was reluctant to distribute them since he did not want to dominate the discussion. CM Bateman added that he was only available until 6:00p.m. and would need to leave the meeting early because of a work conflict.

CM W. Flores requested clarification on how the unspent Part B funds would be allocated. CM Bateman suggested that Part A and Part B funds should be viewed as a "pool" and "...allow County Staff to contract as wisely as possible". C. Santini reported that based on the prior vote of the Council, contracts had been amended to reflect a \$4,500 increase to the Emergency Financial Assistance Service Category / FY2011-'12. "We did everything else that was decided" and the available amount of unspent Part B funds to allocate is \$30,000."

CM Malone made motion to consider the County proposal and focus the discussion on the Service Categories where there is a difference of opinion. CM Kelley seconded.

A voice **vote** was conducted. All were in favor. No one was opposed. The discussion would be based on the review of the County proposal. Following the vote, Co-Chair apologized for proceeding directly to a vote and not requesting discussion and public comment on the motion.

The County Proposal spreadsheet was projected. S. Spaeth suggested that the proposal be relabeled as "Proposal #1" and reiterated that the County had no vested interest in the proposal and that "it was a place to start the discussion".

Council Members suggested increases and decreases to Service Categories. Some of the reasons given were: [CM Bateman] Maintain Core Services by reducing Support Service Categories. CM W. Flores commented that most Marin Clients depend on Support categories and not Core. CM Malone reported that "there were 33 new Clients this year". [CM W. Flores] Decrease Substance Abuse. C. Santini commented that substance abuse outreach would not be possible for \$11,000. [Co-Chair Cronin] Increase Non-medical Case Management. Starting July 1, 2012, ADAP eligibility renewals will be done every six months instead of annually. [Co-Chair Cronin] Decrease Outpatient / Ambulatory Health Services. Other programs are available including Path to Health. [Co-Chair Cronin] Monitor possible ADAP co-pays and co-insurance premiums.

CM Malone suggested that the Council recommendation to the County that funds should be targeted to Clients in the lowest income group. Given the funding reduction, a review of the severe need definition was needed.

6:03p.m CM Bateman leaves. 8 of 9 Members present.

CM W. Flores made motion to approve "Proposal #2" (column "G") as the Service Category allocation of \$635,033 of Part A funds for the Fiscal Year 2012-'13. CM Frazier seconded

SERVICE CATEGORY		Final
	A	G
		Proposal 2
Core Services	Priority Rank	RW Part A 2012/13
Outpatient /Ambulatory health services	1	\$ 150,000
Mental health services	2	\$ 92,000
Medical case management	3	\$ 148,000
Home and community-based health services (nurse case management)	10	\$ 43,000
Home and community-based health services (attendant care)	10	\$ 2,500
Substance abuse treatment services–outpatient	11	\$ 6,000
Oral health care*	8	\$ 21,000
AIDS pharmaceutical assistance (local)	9	\$ 10,000
Support Services		
Case management (non-medical)	4	\$ 108,000
Residential substance abuse treatment*	12	\$ 2,000
Emergency financial assistance	7	\$ 28,500
Food bank/home-delivered meals(vouchers)	5	\$ 10,000
Medical transportation services	6	\$ 9,000
	TOTALS	\$ 630,000
		\$ 472,500
		\$ 157,500
	Council support*	\$ 5,000

Public Comment: None

A randomized roll call vote was conducted.

Vote:

Ayes: CM Dushon, CM E.J. Flores, CM W. Flores, CM Frazier, CM Kelley, CM Marcum.

Noes: None

Recuse: CM Cronin, CM Malone.

Abstain: None

The above Service Category funding allocation (column "G") was approved for the \$635,033 in Part A funds FY2012-'13. **6-0-2-0**

Allocation of Unspent Part B Funds

There was discussion of the allocation by Service Category of \$30,000 in unspent funds from FY2011-'12. The Part B funds are available to spend from March to EOM June 2012.

SERVICE CATEGORY		2012/13
	A	H
		Proposal 3
Core Services	Priority Rank	~\$30,000 Unspent RW Part B March - June 2012
Outpatient /Ambulatory health services	1	\$ 5,000
Mental health services	2	\$ 5,000
Medical case management	3	\$ 5,000
Home and community-based health services (nurse case management)	10	\$ 2,500
Home and community-based health services (attendant care)	10	
AIDS pharmaceutical assistance (local)	9	\$ 5,000
Support Services		
Case management (non-medical)	4	\$ 2,500
Emergency financial assistance	7	\$ 5,000
	TOTALS	\$ 30,000

CM W. Flores made motion to approve "Proposal #3" (column "H") as the funding allocation of \$30,000 by Service Category. CM E.J. Flores seconded.

Public Comment: None

A randomized roll call vote was conducted.

Vote:

Ayes: CM Dushon, CM E.J. Flores, CM W. Flores, CM Frazier, CM Kelley, CM Marcum.

Noes: None

Recuse: CM Cronin, CM Malone.

Abstain: None

The above Service Category funding allocation (column "H") was approved for the \$30,000 in Part B unspent funds. **6-0-2-0**

6:30p.m. Point of Order – Meeting time.

CM Malone motioned to extend meeting time to 6:40p.m.

VOTE - All in favor. The meeting time was extended to 6:40p.m.

The draft letter was briefly discussed. It was agreed that the letter would be tabled since the County had committed to \$50,000 for the Specialty Clinic for Medical Case Management. The need for a Marin County needs assessment was noted. S. Spaeth will research the timing for a funding request to the County for a needs assessment.

VIII. Review and Approval of February 8, 2012 Minutes - VOTE

Item tabled and moved forward to the April 11, 2012 meeting agenda.

IX. General Announcements

CM E.J. Flores announced that she is working with the Women's Support Group and C. Santini will speak about the Care Council at the March 28, 2012 Support Group meeting. CM Malone suggested recruiting possible Care Council Members from the group.

CM W. Flores announced that the San Francisco HIV Health Services Planning Council annual “steering retreat” meeting will be April 13, 2012, from 9:30a.m. to 3:30p.m. Cultural inclusiveness and the three year strategic plan will be discussed.

CM Malone announced that the 2012 San Francisco AIDS Walk is July 15, 2012. M.A.P. is forming a contingent to walk.

CM Kelley distributed brochures from the Congress of California Seniors / CCS. The group has been advocating and providing education and services to Seniors since 1977. Under the umbrella of the CCS, the group, Gay By The Bay, represents concerns and issues of Senior Gay men.

CM Kelley reported that the Black Brothers Esteem / BBE organization was looking to expand their educational program, “Our Love” in Marin County. Outreach would include HIV testing.

X. New Business

Spring Community Forum CM W. Flores circulated two design drafts of the Community Forum flyer. Council Members favored the flyer layout with leaves in the left hand margin. Suggestions included, adding the phone number and adding to the text “voices of Men and Women are needed”. The April 26, 2012 date was dropped and May 17, 2012 was agreed upon instead. CM W. Flores will contact Anne Donnelly to confirm availability.

Needs Assessment CM Malone reported that new data was available looking at needs. S. Spaeth suggested that the Care Council request that Marin County conduct a needs assessment. The timing of the budget and funding request will need to be coordinated.

Next Meeting: **April 11, 2012**

Next Step / To Do's

- Agenda Item - Develop funding request for Marin County needs assessment.
- Agenda Item - Discuss healthcare reform proposed changes / Anne Donnelly.
- Agenda Item - Saulo Bonagrazia Membership Interview.
- Agenda Item - Approval vote Bylaw changes & revised Handbook.
- Agenda Item - [CS] CMSP presentation to Care Council – Overview and impact on RW funds.
- WF - contact Anne Donnelly to present at the May Community Forum.
- WF - Edit Draft 05/17/12 Community Forum flyer.
- SS - Research budget process and timing of funding requests for a Needs Assessment.

XI. Meeting Adjourned at 6:43p.m.