



# DEPARTMENT OF HEALTH AND HUMAN SERVICES

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

**Wednesday, May 11, 2011**

**5:00p.m. – 7:00p.m.**

**3420 Kerner Blvd.**

**San Rafael, CA 94903**

**Connection Center – Room 109**

**[ Approved June 8, 2011 ]**

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

**Council Members Absent:** Scott Marcum (AE).

**Staff Present:** Cicily Emerson, Chris Santini, Michael Schieble.

**Public:** Jani Ellermann (DHHS)

### **I. Call to Order**

The meeting was called to order at 5:06p.m. by Co-Chair Kelley.

### **II. Roll Call**

Roll was called and quorum was established with 7 of 9 Council Members present. CM Bateman arrived after roll call increasing the attendance to 8 of 9 Council Members present. CM Marcum(AE) was absent and excused.

### **III. Review and Approval of Agenda**

CM Malone made motion to approve the agenda. CM Frazier seconded.

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

### **IV. Review and Approval of the April 13, 2011 Minutes – VOTE**

CM Frazier made motion to approve the April 13, 2011 minutes. CM Malone seconded.

A voice **vote** was conducted. Co-Chair Cronin asked for objections. No objections were heard. The April 13, 2011 Marin Care Council minutes were approved.

*5:10p.m. CM Bateman arrives.*

### **V. General Announcements**

M. Schieble announced that Magnet and UCSF Options Project will host a forum on May 16, 2011, at 7:00p.m. The forum topic will be, "Acute HIV Infection".

### **VI. Public Comment**

None.

### **VII. Co-Chair Report**

No report.

### **VIII. Membership – VOTE**

Approval of February 1, 2011 Minutes

CM Witt made motion to approve the February 1, 2011 Membership Committee meeting minutes. CM E.J. Flores seconded.

A voice **vote** was conducted. Co-Chair Cronin asked for objections. No objections were heard. The February 1, 2011 Membership minutes were approved.

#### Review of Member Removal and Discipline Policy

Copies of the "Member Removal and Discipline Policy" (Handbook page 35 -36) were distributed and reviewed.

CM Witt noted that the "Removal for Cause Process", *section "c."* stated, "All aspects of the meetings and investigation will be subject to the provisions of the San Francisco Sunshine Ordinance". CM E.J. Flores stated, "Every [Marin] policy is San Francisco based" and added "...I was there at a San Francisco meeting where they were discussing 'Sunshine' and it said that Marin County and San Mateo do not follow the Sunshine Ordinance". Discussion followed. It was concluded that the Marin HIV/AIDS Care Council conducts all business according to the Brown Act. The Sunshine Ordinance is specific to San Francisco County and the Marin Care Council is not subject to the ordinance. Notice will be given on a motion to delete from the handbook "Sunshine Ordinance" and substitute "Brown Act".

The language, "...repeated unsubstantiated allegations under this section;..." which appears in the second reason for involuntary removal, was discussed. After discussion, it was agreed that the phrase would be unchanged.

#### Review of Membership Recruitment Plan

Council Support reported that there had been no Membership recruitment activity reported since the beginning of the year when the Membership Committee was dissolved.

CM W. Flores suggested that Membership recruitment should be reviewed quarterly by the Council. CM Malone suggested a "broadly focused" effort to let people know about the Council, including notices in the Specialty Clinic, M.A.P. and a mailing. CM Frazier suggested a review and update of the Recruitment Activity Log/RAL for flyer posting locations. It was agreed that updating and editing was needed for the recruitment flyer. CM Bateman suggested person to person recruitment as the most effective type of contact.

### **IX. Division of Public Health Report**

Chris Santini presented additional data and information requested during the discussion at the February 2011 Care Council meeting. 1.) Number of services per Client and Services per Client per Service Category data was not available from the ARIES database. Service Providers will be contacted to report the data. 2.) Late testing data was supplied by D. Gallagher. (*see handout, "Late testing data for Care Council*). "Late Testers" are individuals who are diagnosed with HIV infection and progress to AIDS within one year of their HIV diagnosis. The data was reviewed. CM Witt requested data on AIDS diagnosis at the time of test. 3.) QMI's/ Quality Measure Indicator data (2010) was reviewed including; medical visit per year, CD4 counts per year, PCP prophylaxis, HAART, and ARV therapy for pregnant women. 4.) Client demographic data was presented including; age by gender, age groups by % of Federal poverty level, ethnicity of 60-89 year olds, age by service category, and service used by Clients grouped by income category.

Council Members were interested in additional information: 1.) Number of services per Client. 2.) Services per Client per Service Category. 3.) [DW] AIDS diagnosis at the time of test. 4.) [JM] HIV Diagnosis by testing location (given decrease in testing locations). 5.) [KC] Clients grouped by income categories. 6.) [WF] Trend of individuals leaving and coming into care in Marin County (last 5 years). 7.) [JM] Newly diagnosed vs. new to Agency.

6:43p.m. CM Witt leaves.

C. Emerson 1.) Reiterated "the good budget news". Although the exact budget amount is not known, the expected 20% cut to Part A funds has been reduced to "up to 5%". 2.) The latest State budget update does not include ADAP cost sharing, however Medi-Cal co-pays might be included. The next Governor's Budget – May revise is due May 16, 2011. 3.) The final 2011-'12 Part B award amount is \$138,364. 4.) Starting on July 1, 2011, the Partnership Health Plan will be implemented. PLWHA who are Medi-Cal eligible have an exception and can continue with a specialist. HIV Clients will not have to choose a primary provider.

Public Comment: None

**X. Budget Update - VOTE**

The FY2011-'12 Part A award amount is unknown. The interim budget amount is \$761,819, which is a 5% reduction from last year's allocation. C. Santini reported that historically the Part A [aka Title I] award amount was known in April.

Public Comment: None

**XI. 2011 Meeting Calendar Discussion**

The Care Council calendar was reviewed for the month of June and balance of the year. In prior years, Service Providers made presentations in June in preparation for the allocation process. CM Malone suggested that this year, "...we request that Service Providers expand on the data that the County gives us." The information would be coordinated and reported by C. Santini. Service Providers would submit data on; number of services per client, how many people use each kind of service, Client acuity measure or level by service category, issue and trends, and "any craziness in the system of care".

CM Bateman announced that he will be away in June and back in July.

CM Malone stated, "I make a motion that we do not invite Service Providers to make presentations". The motion was restated by Council Support, "the motion is not to have Service Providers at the meeting and implicitly that any updates would be in writing".

CM E.J. Flores seconded.

Public Comment: None

A voice **vote** was conducted.

**AYES:** CM Cronin, CM E.J. Flores, CM W. Flores, CM Frazier, CM Kelley, CM Malone.

**Noes:** CM Bateman

**Abstain:** None

**Recuse:** None

**6-1-0-0**

Service Provider presentations will be made in June via report coordinated by Council Support.

It was noted that on June 16, 2011 [CM W. Flores] San Francisco plans to conduct a Marin listening group. Updates were made to the calendar for the balance of the year.

**XII. New Business**

**Next Step – To Do's**

- Next Meeting: June 8, 2011, 5:00p.m.-7:00p.m.

Agenda Item – Membership / EJF subsequent term.

Agenda Item – Handbook updates Sunshine Ordinance change to Brown Act - VOTE

Agenda Item – Review of Provider Updates / Possible impact of future cuts.

Agenda Item – Quarterly Review of Membership Recruitment.

Agenda Item – Testing update report by M.A.P. and SF "test & treat".

Report additional client data and metrics.

Coordinate Service Provider data and reports.

Edit and update Membership recruitment poster and flyer.

**XIII. Meeting Adjourned at 6:48p.m.**