



DEPARTMENT OF HEALTH AND HUMAN SERVICES

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Marin HIV/AIDS CARE Council Meeting

Draft MINUTES

June 7, 2006

4:30 – 6:30 PM

899 Northgate Drive, 4th Floor Conference Room

Members Present: Cam Keep, Jennifer Malone, Will Boemer, Wade Flores, Roy Bateman, Elyse Graham, David Witt

Staff Present: Chris Santini, Rebecca Smith, Sparkie Spaeth, Karen Kindig

I. Call to Order

Meeting called to order at 4:45 PM by CM Cam Keep.

II. Roll Call

CM Becher and CM Berry were absent.

CM Graham arrived at 4:50PM. CM Witt arrived at 5:20 PM. CM Bateman left at 5:40 PM.

III. Review and Approval of Agenda

CM Keep motioned to approve the Agenda. Motion was seconded and vote was done by a show of hands. The Agenda was approved.

AYES: CM Keep, CM Graham, CM Malone, CM Boemer, CM Flores, CM Bateman

IV. Review and Approval of May 17, 2006 Minutes

CM Keep motioned to approve the Minutes of 5/17/06. Motion was seconded and vote was done by a show of hands. The Minutes were approved.

AYES: CM Keep, CM Graham, CM Malone, CM Boemer, CM Flores, CM Bateman

V. General Announcements

a. CM Flores: 1) The *Consumers' Care Report* will come out the first week of July. [Rebecca Smith requested to review any articles about the Council or service delivery before it goes to publication.] 2) "Food For Thought" and the AIDS Food Bank in Sonoma are asking for volunteers to carry a Gay Pride flag in the 6/25 parade. 3) The Sutter Terra Linda Health Plaza Urgent Care Clinic should be added to the HIV/AIDS resource list, as they take HIV/AIDS patients with MediCal. 4) There will be a Community Forum in the Castro at 5:30 on Thursday, 6/22, regarding HIV services for those over 50. 5) The American College of Traditional Chinese Medicine will be offering free acupuncture on Mondays (1:30-4:30pm), Wednesdays, and Fridays (9am-12noon). 6) He spoke with a dental hygienist at the County Dental Clinic who was unaware of the fund available to assist HIV+ patients and wanted more information about it. 7) He went to the *Strategies for Community Health and Well Being Forum*, which he thought was well presented. He passed out six CARE Council member applications, three in English and three in Spanish.

b. CM Bateman: CM Flores received a "Speaking Out" award from Spectrum.

c. CM Boemer: MAP will have a "Prevention for Positives" retreat at the Marin Headlands 6/9-6/11.

d. CM Graham: Sparkie presented the results of the Marin CARE Council allocation meeting to the SF HIV/AIDS Planning Council on 5/22/06.

e. Sparkie Spaeth: The Promotores initiative will eventually be training culturally and linguistically competent lay people within the community to work as liaisons for outreach. The County is exploring funding to bring this program, which has its roots in HIV services, to Marin.

f. CM Malone: MAP has hired a new psychiatrist, Akhil Mehra. The psychiatrist is available to see Ryan White eligible clients even if they do not receive mental health counseling from MAP.

VI. Public Comment
None

VII. Membership/Outreach Subcommittee Report

- a. There was a brief discussion about the Membership Subcommittee's proposal to form a separate Outreach/Advocacy Subcommittee.

Public Comment: None

A roll call vote was taken to approve the formation of a separate Outreach/Advocacy Subcommittee. The proposal was approved.

AYES: CM Keep, CM Graham, CM Malone, CM Boemer, CM Flores, CM Bateman

- b. Recommendations for second term membership renewals were reviewed and voted upon:

- 1) Roy Bateman
- 2) Cam Keep
- 3) Elyse Graham
- 4) Jennifer Malone
- 5) Lisa Becher
- 6) Wade Flores

Public Comment: None

Each member was recommended for renewal and roll call votes were taken. Each member's renewal was approved.

AYES: CM Keep, CM Graham, CM Malone, CM Boemer, CM Flores, CM Bateman

- c. The policy for Excused/Unexcused Absences was reviewed:

- Council members are responsible to inform co-chairs when they are unable to attend their designated committee or full council meeting.
- Council members are entitled to (1) absence that is excused per quarter. Excused absences shall be determined by policies established by the Council.
- In consideration of the need for representation of persons with HIV, those individuals shall be exempt from termination due to absences as it relates to their illness.
- For anticipated consecutive absences, Council members should request for a Leave of Absence, noticed by the membership committee.
- Absence is considered unexcused when a Council member fails to notify the Co-Chairs of their designated committee or the full council meeting of their anticipated absence.

(Stated changes are underlined)

Public Comment: None

A roll call vote was taken and the policy was approved.

AYES: CM Keep, CM Graham, CM Malone, CM Boemer, CM Flores

ABSTAIN: CM Bateman

- d. CM Boemer will Chair the new Outreach/Advocacy Subcommittee and is planning a Community Forum for the third week of July. The topic will be the allocation for the next funding cycle. After some discussion, it was decided that he will try to create a survey and distribute it at the Prevention for Positives retreat, the weekend of June 9. The Committee will also try to schedule a discussion at a dinner event scheduled on Monday 7/17 at Marin Joe's, rather than create a whole additional community forum event.

VIII. Review Timeline/Calendar

CM Graham stated that the SF Planning Council needs Marin’s finalized prioritizations and allocations for FY 07-08 by August 7. The following meetings were noted on the Calendar:

- 1) 7/5/06: Next regular meeting (4:30-6:30PM). Allocation and prioritization will be discussed
- 2) 7/26/06: A second meeting (2:30-7:00PM) to start allocation and prioritization process
- 3) 8/2/06 Regular meeting, but longer (2:30-7:00PM), to complete allocation and prioritization

Sparkie Spaeth explained that the Council will not know the amount of the allocation for FY 07-08 at the time that the Council will be completing the allocation. The SF Planning Council regularly completes their allocation process before receiving the allocation amount. The Planning Council determines the priority of service categories, and percentages of the total allocation, rather than actual dollar amounts. The Council then creates scenarios for reduced allocations (e.g. a scenario for 5% reduction, 10% reduction, 15% reduction, etc.)

Sparkie Spaeth also shared that the SF EMA is requiring Marin to abide by cost caps for service categories, which are determined by the EMA. Further information about this will be presented by the Division of Public Health.

IX. Discuss \$50,000 Title I Allocation for Infrastructure

Rebecca Smith handed out the “Infrastructure Needs Identified During 06/07 Allocation” document and asked for Council feedback. After some discussion several Council Members made suggestions on how to allocate the \$50,000:

	CM GRAHAM	CM MALONE	CM WITT
WEB SITE	\$1,200.00	\$16,200.00	\$2,000.00
COMPUTERS/SOFTWARE	\$3,800.00	\$15,000.00	\$15,000.00
OUTREACH	\$20,000.00	\$8,800.00	\$11,500.00
COUNCIL SUPPORT	\$5,000.00	\$3,000.00	\$6,000.00
CULTURAL COMPETENCY	\$10,000.00	\$3,000.00	\$5,500.00
QUALITY ASSURANCE	\$10,000.00	\$4,000.00	\$10,000.00
(TOTAL):	\$50,000.00	\$50,000.00	\$50,000.00

There was discussion by the group, that there may be substantial unspent funds this year. Council members expressed general agreement that computer needs may be addressed later in the year, through unspent funds, and that the County should develop an average of the various recommendations for the other portions of infrastructure.

X. Division of Public Health Update

Rebecca Smith reported that an Oral Health Coordinator, Johanna Lackner, has been hired by the DHHS. She may assist with Ryan White funded oral health program.

XI. Next Steps/ Next Agenda Items

- Review/discuss process for 07-08 Title I allocation
- Identify review related data

XII. Meeting Adjourned at 6:55 PM