



DEPARTMENT OF HEALTH AND HUMAN SERVICES

COUNTY OF MARIN

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DIVISION OF PUBLIC HEALTH

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Marin HIV/AIDS CARE Council Meeting

Draft MINUTES

July 5, 2006

4:30 – 6:30 PM

899 Northgate Drive, 4th Floor Conference Room

Members Present: Cam Keep, Elyse Graham, Jennifer Malone, Will Boemer, Wade Flores, Roy Bateman, Lisa Becher, Diva Berry

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

Others Present: Dorothy Kleffner

I. Call to Order

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

II. Roll Call

CM Witt was absent.

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, CM Becher, CM Berry

IV. Review and Approval of June 7, 2006 Minutes

CM Bateman motioned to approve the Minutes of 6/7/06, with noted correction on page 3 (FY 07-07 should be FY 07-08). 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, CM Becher, CM Berry

V. General Announcements

- a. CM Flores: 1) A new group for women living with HIV, *Wise Women*, has formed and will meet each 1st and 3rd Thursday from 1-2:30 PM at 455 Valencia in SF. 2) SF HIV Health Services Planning Council has a new web page for Marin. Wade suggests that annual calendars (full Council and subcommittees) be sent in for posting on the new web page. 3) The latest *Consumers' CARE Report* came out 7/5/06 and includes new community resources for health care and other places that welcome persons living with HIV/AIDS. 4) Dorothy Kleffner contributed to an article about living with HIV published in the 6/20/06 issue of the SF Bay Guardian.
- b. CM Malone: MAP will sponsor a presentation on how to best advocate for yourself with your health care providers, by Dr. Octavio Vallejo, at San Rafael Joe's, on Monday, 7/17, at 7 PM. RSVP to MAP: 457-2487

VI. Public Comment

- a. Rebecca Smith: Dick McKee, with Community Action Marin, sent an email to announce the Marin AIDS Emergency Fund Flea Market will now meet twice monthly (1st & 3rd Saturdays) at 4th & Mary Streets in San Rafael from 8:00 AM – 2:30 PM, to raise money for persons living with HIV/AIDS. (To donate items, call: 485-1489.)
- b. Dorothy Kleffner: She would like to see information about the Flea Market and the supplemental emergency funds better advertised so that more people with HIV/AIDS can be aware of the program.

VII. Membership Subcommittee Report

CM Flores/CM Becher reported:

- a. The Membership Annual Calendar for 06-07 has been completed.
- b. Six applications for membership have been distributed.
- c. Marin Treatment Center has put up the Marin CARE Council Membership recruitment flyer on its bulletin board.
- d. The *Consumers' CARE Report* will have a standing announcement about Membership recruitment.
- e. A letter was sent out, via email, to all Council members announcing the new, stand alone Outreach & Advocacy subcommittee. Each Council member is required to serve on at least one subcommittee. (The first Outreach & Advocacy subcommittee meeting will be held on Thursday, 7/13 from 4-6 PM in the 4th Floor Conference Room at 899 Northgate.)
- f. Work is being done on the Orientation Manual to make it more Marin specific.

VIII. Discussion about Cost Caps

Sparkie Spaeth reported:

At the last SF EMA meeting, the question was brought up as to why Marin was not using cost caps. The SF EMA and the SF Office of AIDS is now requiring that cost caps be used for Ryan White providers. The only service category that is currently spending over the costs caps is Primary Care. The cost caps will affect one of the Case Management service providers, because they will receive less money unless they hire a licensed staff person to provide the case management services. Sparkie advised revisiting the 06-07 allocations and moving excess money (approximately \$155,000) from Primary Care to Case Management to cover medical case management services at the primary care provider's site, and additional case management services with licensed staff. ("HIV Health Services Service Definitions, UOS Qualifications, and Cost Caps" document was handed out.)

Discussion ensued about why the subject of cost caps hadn't been brought up sooner, before the allocations had been made. Sparkie stated that, up until now, the SF Office of AIDS had not informed her that Marin was required to use cost caps. The document that the SF Office of AIDS uses for cost caps says that the cost caps will actually be determined by the County. She has requested that SF put this new mandate about cost caps in writing. A letter will be coming from the SF Office of AIDS stating that use of cost caps will now be required.

Public Comment:

Dorothy Kleffner: She is concerned about primary care in Marin. She said more than 20% of the Specialty Clinic's clients are now gone, and the quality of care needs to be looked at by the CARE Council. She said that secondary care is not available at the Specialty Clinic, and money should be spent on all persons with HIV/AIDS in Marin, not just clients of the Specialty Clinic.

CM Graham motioned that \$50,000 be taken from Primary Care allocation and moved to Case Management allocation, and to include medical case management. CM Berry seconded the motion.

Public Comment (on motion): None

A show of hands vote was taken and the motion was approved.

AYES: CM Keep, CM Graham, CM Boemer, CM Flores, CM Becher, CM Berry

RECUSE: CM Bateman, CM Malone

IX. Review Data to be Utilized for FY 07-08 Prioritization and Allocation

Rebecca Smith reported:

Updated/revised data that will be used for the prioritization/allocation process will be mailed out to Council members before the 7/26/06 priority-setting meeting, as soon as it is received from all Title I providers.

Public Comment: None

X. Review Allocation Process

CM Graham requests that all Council members look over provided date *before* the priority setting meeting on 7/26/06. A survey will be mailed to Council members, which should be completed, printed out, and brought to the meeting in hard copy. An aggregate of the responses will be used to start the priority setting discussion.

Public Comment:

Dorothy Kleffner: Laura Thomas of the SF Planning Council is a good resource for information on funding scenarios.

XI. Division of Public Health Update

Rebecca Smith reported:

The FY 06-07 Title I Infrastructure Proposal has been drafted: \$12,000 for computers/tech equipment, \$4,500 for web site, \$13,500 for Outreach Plan, \$5,000 for Council Support, \$6,500 for Cultural Competency training, and \$8,500 for Quality Assurance.

CM Flores stated that he has an issue with hiring Randy Allgaier, Co-Chair of the SF Planning Council, as the consultant for Outreach Planning. He feels that Randy may have a conflict of interest and has not been a supporter of the Marin Council in the past. Similar concerns/questions were raised by CM Berry and CM Boemer. Rebecca stated that she doesn't think there is a conflict of interest, as he is not receiving services, nor directly benefiting from decisions Marin would be making. She said that the County will look at these concerns as a contract issue.

Public Comment:

Dorothy Kleffner: She expressed her opinion that the Council has a right to weigh in on which consultants are hired.

XII. Next Steps/ Next Agenda Items

- Prioritization process for 07-08 Title I allocation:
 - Priority-setting meeting - 7/26/06, 2:30-7:00 PM at 20 N. San Pedro, Rm 2028, Conference Rm
 - Allocation meeting - 8/2/06, 2:30-7:00 PM at 899 Northgate, Rm 415, Conference Rm

XIII. Meeting Adjourned at 6:55 PM