



DEPARTMENT OF HEALTH AND HUMAN SERVICES

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**Marin HIV/AIDS Care Council Meeting
MINUTES
Wednesday, July 14, 2010
3:30p.m. - 6:30p.m.
3420 Kerner Blvd.
San Rafael, CA 94903
Connection Center – Room 109
[Approved January 12, 2011]**

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

Council Members Absent: Norge Santana (AE)

Staff Present: Cicily Emerson, Chris Santini, Michael Schieble, Sparkie Spaeth, Jenny Stephens

Public: Jon Botson, Cher Evans, Leslie Gallen

I. Call to Order

The meeting was called to Order at 3:47p.m. by Co-Chair Kelley.

II. Roll Call

Roll was called and quorum was established with 6 of 10 Members present.

CM Cronin, CM Frazier, and CM Witt arrived after the roll call.

The final meeting attendance was 9 of 10 Members present.

CM Santana (AE) was absent and excused due to travel. CM Santana had submitted a "Marin HIV/AIDS Care Council Proxy" to Council Support. The Proxy was not valid and was rejected, since the absence was not "due to HIV/AIDS related illness" [Handbook page 32].

III. Review and Approval of Agenda – VOTE

The agenda was reviewed. Agenda item "XII. Membership Committee Report" and "XIII. Community and Advocacy Report" were tabled to make more time available for the 2011-'12 Allocation.

Co-Chair Kelley motioned to approve the edited agenda. Co-Chair W. Flores seconded.

A voice **vote** was conducted. All were in Favor. None were Opposed.

The edited agenda was approved unanimously.

3:49p.m. Kevin Cronin arrives.

IV. Review and Approval of June 9, 2010 Minutes – VOTE

CM Marcum made motion to approve the June 9, 2010, minutes. CM Malone seconded.

A voice **vote** was conducted. Ayes were heard. None were Opposed.

The minutes from the June 9, 2010, Marin Care Council meeting were unanimously approved.

V. General Announcements

CM Malone encouraged participation in the San Francisco AIDS walk on July 18, 2010. The Marin AIDS Project [M.A.P.] will not provide a bus this year, but the van will be available if needed.

CM Marcum announced that M.A.P. and Healing Waters will host the annual white water rafting trip July 30, 31, and August 1, 2010. The cost for the weekend outing is \$60. Registration is available at M.A.P.

CM Malone announced "Marin Pride Celebration 2010" a dance and fundraiser on August 14, 2010. The event will start at 7:30p.m. www.marinpride.org

3:53p.m. James Frazier arrives.

Co-Chair W. Flores announced that the next submission deadline for the *Positive Positional* is August 15, 2010.

CM Malone reported that the M.A.P. testing clinic has started. The rapid oral HIV test is offered on Tuesdays from 4:30p.m. to 7:00p.m. The testing counselor is fluent in English and Spanish.

VI. Public Comment

Service Providers comments were included following the overview of the 2009-'10 Service Category Summary Report during the Department of Public Health Report.

VII. Co-Chair Report

Co-Chair W. Flores reviewed the "Rules of Respectful Engagement". Co-Chair W. Flores stated "...do not cross talk. Please allow everybody to be heard. All questions to be directed to the Chair...and as we go into discussion, state your conflict of interest."

Public Comment: None

VIII. Division of Public Health Report

C. Santini distributed the "Marin County – Ryan White FY 2009/10 Service Category Summary Sheets - June 2010" report. (see attachment – Handout A).

A Service Category Summary Sheet orientation and overview was given. An explanation of over/under spending by Service Category was reported.

In the Home and Community –Based Health Services, service category, \$28,132 was unspent because the program closed. The unspent amount was due to, "the agency elected to eliminate its' HIV program...it reduced services, transitioned clients to other agencies, and did not need all the funding originally allocated." Unspent fund in the Residential Substance Abuse service category were redirected to Food. It was noted that Transportation received funding from Part B. C. Santini commented, "... everything got spent, one way or another".

It was noted, that the Provider's year end reports were the data source for the Client demographic pie charts.

C. Emerson Distributed and reviewed a report titled,
"Highlights of Proposed Ryan White Allocation Adjustments for 2011-2012".

[Report]

- Most service categories remain the same
- Food mostly funded with Part B funds (however, extra holiday gift cards unlikely given increase in clients being served)
- Some Primary Medical Care shifted back to Part A
- Medical Case Management shifted entirely to Part A
- Important changes to the current system of care:
 - New provider of Home Health services that includes skilled nursing and attendant care. Since this is the first year of service, not recommending any fiscal changes.
 - Expanding the scope of outpatient substance abuse to serve 5 clients and work more collaboratively with system of care. Since this is the first year of service, not recommending any fiscal changes.
- Decrease in mental health funding (based on utilization data)
- Decrease in council support funding
- Decrease in oral health funding
- New provider of Primary Medical Care currently funded through Part B, recommending that any unspent funds be used in that category, and recommending an incremental increase to that category over time.

5:??p.m. Dr. Witt arrives.

Public Comment: Leslie Gallen, the Program Administration Specialist for M.A.P./Marin AIDS Project reported year-to date usage by Service Category for the current Fiscal Year 2010-'11. Year-to-date data for Emergency Financial Assistance, AIDS Pharmaceutical Assistance, Oral Health, and Transportation service categories was presented. Comparing the first four months of the current fiscal year to the same period last year, the units of service and dollars spent in all service categories has exceeded the amount spent in the same period last year.

Following the Public Comment there was a discussion by service category of actual spending.

Public Comment: Cher Evans reported that, "...services are being expanded to include more counseling" in the substance abuse service categories. An increase in residential substance abuse funding usage at the Helen Vine detox was reported. CM Cronin reported, "... Walden House and Redwood Center are no longer available to accept Clients. Three different Providers are not available, which increases demand on Helen Vine."

IX. Conflict of Interest Disclosure by Council Members.

Each Council Member* completed and submitted a "Marin HIV/AIDS Care Council Conflict of Interest Disclosure Form". Following the June 9, 2010 Care Council meeting, the form was updated to reflect the current list of Service Categories.

CM Bateman: Actual conflict of interest. Employed by Marin County, however salary is not funded by Ryan White. CM Bateman stated additional areas of perceived conflict of interest A complete Conflict of Interest statement is on file with Council Support.

CM Cronin: Actual conflict of interest. Affiliated with M.A.P./ Service Provide as an employee.

CM E.J. Flores: Unaffiliated/Unaligned.

CM W. Flores: Unaffiliated consumer.

CM Frazier: Unaffiliated consumer

CM Kelley: Unaffiliated consumer.

CM Malone: Actual conflict of interest. Executive Director of the M.A.P. /Marin AIDS Project which receives Ryan White funding.

CM Marcum: Unaffiliated consumer.

CM Santana: * Disclosure form not received. CM Santana absent.

CM Witt: Unaffiliated/Unaligned.

Public Comment: None

X. Review of Allocation Process for Fiscal Year 2010 -'11

The handout, "*Marin County HIV/AIDS Care Council Ryan White Program Allocation Process – FY 2011-2012*" was distributed and reviewed. It was agreed that the discussion would be by dollar amount instead of percent. Council Members were reminded that dollar amount comparison between FY2009-'10 and FY2010-'11 would be difficult since the total award amount had changed.

Public Comment: None

XI. Fiscal Year 2010 -'11 Allocation - VOTE.

The 2011-'12 Allocation amount of **\$816,529** was projected based on a flat funding scenario. The amounts by Service Category were entered in to a spreadsheet from the Council Members who had prepared an

allocation budget. Each Service Category was averaged to determine if there was a consensus.

11/12 Decision Matrix for Allocation of Ryan White Funding in Marin County				
SERVICE CATEGORY		2011/12	2011/12	2011/12
	A	O	P	Q
Core Services	Rank	Care Council FINAL 11/12 Service Category Award	% of Total 11/12 Ryan White Award	11/12 Part B Service Category Award
Outpatient /Ambulatory health services	1	\$163,750	20.42%	\$40,000
Mental health services	2	\$98,000	12.22%	
Medical case management	3	\$236,000	29.43%	
Home and community-based health services (skilled nursing)	10	\$49,698	6.20%	
Home and community-based health services (attendant care)	10	\$14,606	1.82%	
Substance abuse treatment services–outpatient	11	\$15,655	1.95%	
Oral Health care	8	\$31,000	3.87%	
AIDS pharmaceutical assistance (local)	9	\$12,513	1.56%	
Support Services				
Case management (non-medical)	4	\$111,198	13.87%	
Residential substance abuse treatment	12	\$10,486	1.31%	
Emergency financial assistance	7	\$35,903	4.48%	
Food bank/home-delivered meals(vouchers)	5	\$11,000	1.37%	\$73,855
Medical transportation services	6	\$12,106	1.51%	
Health Education/Risk Reduction	13	\$0	0.00%	\$25,000
TOTALS		\$801,915	100.00%	\$138,855
		\$621,222	77.47%	
		\$180,693	22.53%	

Three allocation motions were made, seconded, and after discussion withdrawn. Two additional Allocation motions were made and did not receive a second.

Motion A

CM Witt motioned to increase funding by \$5,000 to Oral Health (\$36K) and increase Transportation funding by \$5,000 (\$12,106). Co-Chair W. Flores seconded.

Public Comment: None

A roll call **vote** was conducted.

AYES: CM E. J. Flores, CM W. Flores, CM Frazier, CM Kelley, CM Marcum, CM Witt.

Noes: CM Bateman

Abstain: None

Recuse: CM Cronin, CM Malone.

6-1-0-2 Pass 85.7%

Motion B

CM Witt motioned to decrease funding by -\$5,000 to Oral Health (\$31K) and increase Mental Health funding by \$5,000 (\$98K). CM Malone seconded.

Public Comment: None

A roll call **vote** was conducted.

AYES: CM E. J. Flores, CM W. Flores, CM Frazier, CM Kelley, CM Marcum, CM Witt.

Noes: CM Bateman

Abstain: None

Recuse: CM Cronin, CM Malone.

6-1-0-2 Pass 85.7%

6:32p.m. Point of Order- Meeting overtime. CM Witt made motion to extend the meeting time by 15 minutes to 6:45p.m. CM Frazier seconded. The motion was approved and the meeting was extended.

Motion C

Co-Chair W. Flores motioned to decrease funding by -\$5,000 to Medical Case Management (\$236K) and increase Non-Medical Case Management funding by \$2,500 (\$111,198) and increase Emergency Financial Assistance funding by \$2,500 (\$35,903). CM Witt seconded.

Public Comment: None

A roll call **vote** was conducted.

AYES: CM E. J. Flores, CM W. Flores, CM Frazier, CM Kelley, CM Marcum, CM Witt.

Noes: CM Bateman

Abstain: None

Recuse: CM Cronin, CM Malone.

6-1-0-2 Pass 85.7%

Motion D – Final Approval

CM Witt motioned to adopt the above Service Category amounts for the 2011-'12 Allocation.

CM Bateman seconded.

2011-'12 proposal based on projected flat funding amount of **\$816,529**

Council support/admin=\$14,614

Public Comment: None

A roll call **vote** was conducted.

AYES: CM Bateman, CM E. J. Flores, CM W. Flores, CM Frazier, CM Kelley, CM Marcum, CM Witt.

Noes: None

Abstain: None

Recuse: CM Cronin, CM Malone.

7-0-0-2

The 2010-'11 Service Category Allocation totaling \$816,529, including \$14,614 was approved.

XII. Membership Committee Report

Agenda item tabled due to meeting time.

XIII. Community Outreach and Advocacy Committee Report

CM Malone motioned that the COAC would meet in August [08/11/2010]. CM Witt seconded.

A voice **vote** was conducted. Ayes were heard. None were Opposed.

The COAC will meet in August.

XIV. New Business

Next Meeting: September 8, 2010 – 4:30p.m. to 6:30p.m.

Note: August 11, 2010 Care Council meeting cancelled.

- CE – Provide *Marin County Food Resource Guide*.

XV. Meeting Adjourned at 6:50p.m.