



DEPARTMENT OF HEALTH AND HUMAN SERVICES

Larry Meredith, Ph.D., Director

DIVISION OF PUBLIC HEALTH
**COMMUNITY HEALTH &
PREVENTION SERVICES**

899 NORTHGATE DRIVE, SUITE 415
SAN RAFAEL, CA 94903
PHONE: (415) 473-7590
FAX: (415) 473-6266

Marin HIV/AIDS Care Council Meeting MINUTES

Wednesday, August 10, 2011

5:00p.m. - 7:00p.m.

3420 Kerner Blvd.

San Rafael, CA 94903

Connection Center – Room 109

[Approved September 14, 2011]

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

Council Members Absent: Jennifer Malone (AE).

Staff Present: Cicily Emerson, Chris Santini.

Public: Don Deffenbaugh, Trinity Dushon, Jami Ellermann

I. Call to Order.

The meeting was called to Order at 5:11 p.m. by Co-Chair Cronin.

II. Roll Call.

Roll was called and quorum was established with 8 of 9 Members present.

CM Malone (AE) was absent and excused.

III. Review and Approval of Agenda – VOTE

The agenda was reviewed. It was noted that due to the illness of Council Support, the July 20, 2011 minutes were not completed. Co-Chair Cronin asked that this item be removed from the agenda and tabled until the September meeting.

CM Bateman motioned to approve the agenda as amended. CM Frazier seconded.

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

The agenda was approved as amended.

IV. General Announcements

CM Frazier expressed concern that CM W. Flores voted against Marin's 2012-13 allocations at the San Francisco HIV Health Services Planning Council meeting. CM E.J. Flores responded that each member has his own opinions that should be respected. CM W. Flores noted that he voted against the item in Marin and voted against it again in San Francisco. CM Witt clarified that when speaking on behalf of the Council, a member has an obligation to represent the Council's decisions but if sitting on another body, one doesn't represent the Care council there, and acts as an individual on that body. Although CM Bateman agreed with CM Witt he was concerned about the message that it sends to the larger body and depending on the implications of the vote it might be important to consider that message. If time permits, Council would like to know in advance when there is a vote coming up that the member does not feel comfortable voting in accordance with what the Council had agreed to.

CM Kelley spoke to Terrie Green about the upcoming health fair in Marin City and should have more details about it at the next Council meeting. The San Francisco AIDS Foundation was number one in receipt of funding from all funding sources. A couple of organizations serving Pacific Islanders have closed due to lack of funding. CM W. Flores added that the API Wellness Center was able to avoid closure.

Co-Chair Cronin reported that the Office of AIDS has expanded the CARE/HIPP program so that for the uninsured, ADAP will pay the premiums for a pre-existing condition policy. If someone with HIV loses his job, ADAP will pay the COBRA premium because it's cheaper than paying for the HIV meds.

V. Public Comment

Public Comment: None

VI. Co-Chair Report

No report.

Public Comment: None

VII. Membership-VOTE

Review and approval of 2nd Quarter Meeting Attendance Report-VOTE

Council Support Santini reported that Council Support Schieble stated that no action is required except a vote to accept the report. CM Frazier said he had an unexcused absence in April or May that was not reflected in the report. Co-Chair Cronin suggested that Council should vote to approve the report with Council Support to make that correction.

CM Witt made a motion to approve the report with the amendment. CM Marcum seconded.

A voice **vote** was conducted. Co-Chair Cronin asked for objections. No objections were heard. The 2nd Quarter Meeting Attendance Report was approved.

Subsequent Term Renewal Vote: Walter Kelley-VOTE

CM W. Flores stated that he was against the renewal as the Council member reported on CM W. Flores' vote at the San Francisco HIV Health Services Planning Council meeting to another Council member and that if he had a problem with him Co-Chair Kelley should speak to him directly.

CM Bateman acknowledged Co-Chair Kelley's role in keeping Council members on good terms with ourselves and each other.

CM Walter Kelley's responses to the Subsequent Term Application Renewal Questions were reviewed.

Public Comment: None

An alphabetical roll call **vote** was conducted.

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

Noes: CM W. Flores

Abstain: None

Recuse: CM Kelley

6-1-0-1

CM Walter Kelley was approved for a subsequent term.

Review of Trinity Dushon application and discussion on inviting applicant to interview – VOTE

CS Santini read an email from CS Schieble that copies of the application were made and because they contain personal information they are passed out and collected at the end. The process is to vote to determine if the Council approves the application and wants to schedule an interview. If Council reviews the application and decides not to proceed, the applicant wouldn't need to go through the step of attending a meeting. That was a moot point in this case as the applicant was in attendance. CS Schieble asked that Council be reminded that at the April 2011 meeting, Council amended the By-laws to state that "Individuals are eligible for Care Council membership if they live in Marin County, work in Marin County, or receive Ryan White services in Marin County."

CM W. Flores pointed out that the Council hadn't changed the policies and procedures on how this activity should be conducted since Council had dissolved the Membership Committee. C. Emerson explained that the process had been to have the application review in the public meeting but the interview and discussion about whether to recommend the applicant as a member was conducted in a closed session and the applicant was asked to step out of the room. CM Witt said the Council incorporated the function of the Membership Committee into the full Council and has the authority. CS Santini read the By-law change regarding the elimination of the Standing Committees. CS Schieble is in the process of updating the policies and procedures and Handbook. CM Bateman stated that the Council could have the interview done by a subgroup of the Council. CM W. Flores stated that the original Co-Chairs of the Membership Committee

were supposed to conduct the interview and bring it back to the full Council and that was never put in writing. Co-Chair Cronin felt that this activity was to be left to an ad hoc committee.

CM Frazier made motion to approve the application. CM Witt seconded.

CM Bateman noted that on page 2 and page 4 the home addresses were the same. Are Co-Chair Kelley and the applicant at the same address or is it a mistake? CS Santini said if it is a mistake the Council should get a correction and information about whether the applicant lives in Marin County, works in Marin County, or receives Ryan White services in Marin County. Co-Chair Kelley corrected the record to indicate that the applicant works in Marin County.

Council members reviewed the application.

An alphabetical roll call **vote** was conducted.

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

Noes: None

Abstain: None

Recuse: None

8-0-0-0

Applicant Dushon was approved for an interview.

There was a discussion about the next step. It was decided to select two volunteers to interview the applicant the half hour before the next Council meeting. Co-Chair Kelley called for volunteers. CM W. Flores and CM Frazier volunteered. It was requested that CS Schieble be present. CM W. Flores understood the process now to be that two members conducted the interview for the record but made no recommendation regarding the applicant as the Membership Committee had done before but the whole Council voted on the applicant. C. Emerson responded that she would review with CS Schieble the progress of updating the policies and procedures and if the current actions were appropriate and report at the next meeting.

Membership recruitment – flyer and poster locations

Co-Chair Kelley asked whether anyone, other than himself, had done anything on membership recruitment. CS Santini clarified that this item was to energize members into thinking about poster and flyer locations because according to the Recruitment Activity Log there hadn't been much done since the committees had been dissolved. CM W. Flores stated that Ryan White funded agencies do not have the Council flyer posted anywhere. There was a suggestion to condense the flyer to make it more readable and put more color on it. CM W. Flores stated that he did the original flyer and was stepping away from the revision process. Jami Ellermann offered to post the flyer in the HHS Clinics.

Public comment: None

VIII. Community Outreach and Advocacy

Discussion of 2011 Community Outreach activities.

CM W. Flores stated that a San Francisco HIV Health Services Planning Council member felt that Marin was not doing enough outreach in the Canal area to get transgender individuals into care. Co-Chair Kelley asked what we knew about this group. C. Emerson asked the San Francisco Council member, Billy Jean Kanios, to contact her and suggested that the Council could invite her to the next meeting to talk about her ideas about how to reach the women she says are out there in need of services. CM E.J. Flores commented that there are homeless HIV+ transgender individuals in Novato. C. Emerson reported that our ARIES database doesn't have any individuals who self-report as transgender. Marin AIDS Project has been awarded the Minority AIDS Initiative money to do this type of outreach. Co-Chair Cronin stated that County eligibility workers need information on where to send people with HIV for services. The office could have posters in the lobby and brochures and C. Emerson volunteered to get on the agenda of one of their in-services to provide this information. Co-Chair Kelley said that outreach is one of the goals of Black Brothers Esteem. It was suggested that outreach should be done at homeless shelters like New Beginnings. Co-Chair Cronin said there is another homeless encampment near the Safeway in Novato. C. Emerson

recommended that with biNational events coming up the group could spend some time brainstorming ideas for outreach activities. C. Emerson announced that the biNational date for the Canal was October 8th at Bahia Vista School and October 6th at San Geronimo. Other dates have yet to be set.

Public comment: None

IX. Division of Public Health Report

C. Emerson said we have a response as to whether Marin residents can access San Francisco services. An email from Mark Molnar who contacted Bill Blum, Interim Director of HIV Health Services, said the basic answer is no with a couple of caveats. Marin does have a contract with University of the Pacific. Marin's Dental Clinic contracts with UOP; clients who present as homeless could get services in two or three counties; and perinatal and pediatric services are available to persons with HIV living in Marin.

Regarding funding for this fiscal year- San Francisco got its 4th award letter from HRSA and its still unclear how much of that is Minority AIDS Initiative money. The whole cut is 4.4% but once MAI is taken out; San Francisco will be able to calculate Marin's percentage. The budget may be a little higher or lower than 5% but the Council voted to keep the same mix of services.

HRSA is getting more stringent about its grantee requirements and came out with policy guidance through San Francisco to us which we will have to implement with our contractors. People will have to be assessed for Ryan White eligibility every 6 months now instead of annually. We must be more stringent in providing evidence on Ryan White as the payor of last resort. Administrative costs will be capped at 10%. Marin will be addressing these requirements this year. The emphasis on these requirements is probably due to health care reform. We will work with providers at Ryan White Provider meetings.

Low income health program expansion (LHIP)-States can apply to expand Medi-Cal/Medicaid. LHIP increases health insurance available for low income adults. Marin is a County Medical Services Program (CMSP) county so we already have a low income health program. CMSP has applied for the low income health program for all the 34 counties that they manage in the State. It will affect ADAP in that people who have CMSP now can get ADAP because CMSP doesn't cover HIV meds but with the expansion, the LHIP will cover HIV meds. And the drug formulary may change. This should not affect a large number of people in Marin. Other counties don't have CMSP and will have to take people out of ADAP and put them in LHIP. Some clients might have to change their medications. It is set for a January 2012 implementation.

The Community Outreach and Listening Group (COL) conducted a session in Marin on July 13, 2011. COL is an entity from San Francisco that brought information about the San Francisco HIV Health Services Planning Council and the Consumer Advocate. Consumers were asked for feedback about what was going well or not in Marin.

The report, "Community Outreach and Listening session in Marin 7-13-2011" was distributed. Seven people attended the session had a lot of challenges/issues for the public record. C. Emerson was sad to learn that so many people were dissatisfied with services. Clients were reminded of the grievance procedure and individuals having problems with agencies were urged to follow up with the agencies and engage the Consumer Advocate. Regarding cuts in services, Marin's awards have been decreasing annually and there has been an increase in demand (e.g. food cards). The reduction in food cards was not a MAP decision but a County decision and benefit levels for MAP emergency funds will be reviewed. Regarding not knowing about or being clear what services are, we are going to meet with our providers and make sure clients are getting information so they know what the services are.

CM Witt asked what the recruitment process for the Outreach and Listening session was. C. Emerson said it wasn't as good as it could have been. A flyer was sent to CM W. Flores and C. Emerson to distribute. The date for the session was set late.

CM W. Flores stated that consumers didn't have all the facts and that is why he doesn't believe in the 80% satisfied results on the annual satisfaction survey. He believes it is 60/40 dissatisfied but clients are afraid to speak out. That's why we need to get consumer input and consumers need to use the complaint mechanisms available. Perhaps there could be a suggestion box for those things that are not grievable. There was a suggestion to bring back the community forum.

Public Comment: Jami Ellermann suggested sending out a monthly flyer with the food cards with a little information on it about services with contact information for a person to call for more details.

Trinity Dushon suggested coming up with a point person between the grievant and the agency to resolve the issue. Also to have an outreach goal to target specific areas of the community to inform them as to who we are and help them help us get the information out. It should be viewed as a collaborative effort and everyone becomes part of the solution. Suggestions include a client incentive, a rally, or a street party to get underserved people to a venue to give them the information and get their input.

X. Council Meeting Proceedings-Public Comment

CS Santini stated that the item had to do with how to facilitate getting public comment; when and how the public can speak in the meeting. Co-Chair Cronin said that to finish the discussion of an item and then ask for public comment takes a long time. He suggested a 10 minute Council discussion period on an item then ask for public comment and then continue the Council discussion. CM W. Flores suggested the public could speak at the beginning of each agenda item. C. Emerson said there needs to be a general public comment item at the beginning of the agenda to speak to items not on the agenda, then public comment for each agenda item, and public comment before a vote. You could be open to discussion again after public comment; you don't have to go to a vote. Council can respond to public comment but you don't have to. CS Santini reported that CS Schieble said there's no procedure in the handbook regarding taking public comment and the Council needs to come up with guidelines for this. There is no need to have it in the By-laws and no Brown Act requirement for this. The Co-Chairs set the rules at the outset of the meeting and can have a more open discussion when the item is not being voted on.

7:00p.m. Point of Order – Meeting overtime.

CM Marcum made a motion to extend the meeting 10 minutes. CM Frazier seconded.

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

Public Comment: None

XI. Council Co-Chair Nominations

CS Santini stated that according to CS Schieble's Co-Chair history report CM Kelley has served three consecutive terms and therefore could not be nominated again for Co-Chair. It was clarified that Co-Chair Cronin's term was ending as of the September meeting. Nominations for Co-Chair were opened.

CM Marcum made a motion which was second by CM W. Flores to nominate CM E.J. Flores.

Co-Chair Kelley made a motion which was second by CM Frazier to nominate CM Marcum.

CM E.J. Flores made a motion to nominate CM Witt. CM Witt declined to accept the nomination.

CM Frazier made a motion which was second by CM Marcum to nominate CM Cronin.

CM Witt made a motion which was second by CM E.J. Flores to nominate CM W. Flores.

CS Santini stated that there could be more nominations at the September meeting and a vote.

Public Comment: None.

XII. Next Steps-New Business

Next Meeting: September 14, 2011 - 5:00p.m.-7:00p.m.

- Agenda Item – Approval of July 20, 2011 minutes-VOTE
- Invite Billy Jean Kanios to discuss transgender outreach
- Results of applicant interview and vote
- Report policies and procedures update
- Community Outreach and Advocacy continued
- Co-Chair elections
- Fiscal year update
- Any unspent funds
- Discussion of what San Francisco Community Outreach and Listening Group should discuss at October visit.

XIII. Meeting Adjourned at 7:10 p.m.