



DEPARTMENT OF HEALTH AND HUMAN SERVICES

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**Marin HIV/AIDS Care Council Meeting
MINUTES
December 12, 2007
5:00p.m. - 6:00p.m.
200 Merrydale Rd. San Rafael, CA 94903
Approved 01/09/08**

Council Members Present: Roy Bateman, Will Boemer, Jeff Byers, James Frazier, Walter Kelley, Pam Lynott, Jennifer Malone, David Witt.

Council Members Absent: Diva Berry (Leave of Absence), Wade Flores (AE), Peter Hansen (AU).

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

Public : Elyse Graham, Cam Keep.

I. Call to Order

Meeting called to order at 5:15p.m. by Co-Chair Boemer.

II. Roll Call

Co-Chair Boemer called roll at 5:15p.m. Quorum was established with 8 of 10 Members present. CM Berry is on a Leave of Absence. CM Flores (AE) was absent and excused for medical reasons. CM Hansen (AU) was absent and unexcused.

III. Review and Approval of Agenda - VOTE

The agenda was reviewed. CM Byers [*tape in-audible*] motioned to approve the agenda as published.

A voice **vote** was conducted. All were in Favor. None were Opposed. The agenda was approved unanimously.

IV. Review and Approval of November 14, 2007 Minutes – VOTE

CM Malone made motion to approve the November 14, 2007 minutes. CM Witt seconded.

A voice **vote** was conducted. All were in Favor. None were Opposed. The November 14, 2007, minutes were approved.

V. General Announcements

CM Boemer announced that CM Flores was admitted to the hospital in San Francisco after World AIDS Day and hopes to be released soon.

VI. Public Comment

None.

VII. Co-Chair Report

1.) Co-Chair Boemer reported that he was in contact with Co-Chair Flores during his hospitalization. "Wade is very serious about staying on the Council. [He is] absolutely committed to doing as much as he can, the best that he can".

2.) At the recent World AIDS Day, CM Flores and CM Boemer received the "Community Leadership Award" from MAP. The certificate was signed by Senator Carole Migden and State Assembly Member, Mark Leno. CM Malone added, "the theme of this years World AIDS Day was "Leadership". "It was especially nice that the leaders were two outstanding leaders and representatives of the client community".

Public Comment: None

VIII. Membership Committee Report

Committee Co-Chair Frazier reported that the Membership Committee meeting was December 4th.

- 1.) After nominations and voting, the new Membership Co-Chairs are CM Hansen and CM Frazier.
- 2.) Certificates of appreciation for Council Co-Chair Graham and CM Witt were developed.
- 3.) Recruitment of new Council Members was discussed.
- 4.) The Committee started planning of the 2008 Calendar including possible training for the Council.
- 5.) CM Frazier reported the resignation of CM Graham and CM Becher from the Council. CM Frazier added, "We are going to truly miss Elyse [CM Graham] and Lisa [CM Becher]..."

CM Malone asked if one can remain a Council Member and live out of the County?

5:29p.m. Recess

5:30p.m. Co-Chair Boemer acknowledged the arrival of Elyse Graham and Cam Keep.

Council Support, M. Schieble reported that CM Kelley asked the same question at the Membership meeting. The Council Bylaws were reviewed and an individual that "worked, provided services, or lived in Marin" would qualify as a Council Member.

CM Malone asked if there was a review of local data stimulated by the news from the CDC about under counts of infections. S.Spaeth commented, "that's a really good question and we'll see". The issue is being currently reviewed by County Epidemiology. CM Byers indicated that these are CDC estimates. They are not necessarily derived from local epi reporting. In the past, the State has sent in the information and the CDC uses a formula and the numbers can vary by 30% [decrease data reported to estimate]. It is important to be aware of at re-authorization. S. Spaeth indicated that in the future the County Surveillance Coordinator will report on this issue. CM Bateman added, "...it will be interesting to know if the CDC in its' information about the under count sees any particular demographic group that has been more under counted then others". CM Malone added, "geographic areas as well".

IX. Community Outreach and Advocacy Report

Co-Chair Lynott stated, "as you all know we put on that wonderful Forum [Novato 11/09/2007]. It was a good learning experience for each and every one of us." "We have since debriefed since then, so future Forums will be conducted in a more formal way. So I think that the next one we do will be more centrally located".

CM Lynott asked CM Boemer to address the issue of future separation of the Council and Presenters. The concern was that there was confusion from Clients and the Public as to who was hosting the Forum. In the future it needs to be clear that the Care Council is putting on the Forum [CM Boemer] "for the Client, for their benefit, for their input". "Like I say, it's a learning process." CM Lynott added that some of the attendees thought that the Care Council was part of Map and that in the future it needs to be clearly established, the role of the Council and who's – who.

Public Comment: E. Graham. "I'll take this opportunity to make public comment".

"I really want to say that I really hope we maintain the boundaries of separation of the [Care] Council and the Providers. Especially in this case when the Presenters were from the primary agency that is a provider in this County. I think it really blurred the boundaries and I think sent a big message and even at points looked like a Forum for MAP to gather information. So they [MAP], I think [appeared to be] were gathering information from the Consumers [when asking] "what should we be doing?" rather than us [Care Council] getting it. I want for the record, [for] us [Care Council] to always keep [this] in the forefront and a focus because of the trust of the Consumers. We've worked a lot to get [the trust] here and don't want to back slide. Even with the best intentions, I don't want there to be any confusion".

X. Division of Public Health Report

S. Spaeth reported:

- 1.) S. Spaeth and C. Santini will be doing site monitoring this week and next week on an informal basis. It is not a formal monitoring mandated by the San Francisco EMA. The focus is to understand how the sites do business. There are a set of questions of how work is being done and etc. A current Council Member and a member of the community (former Council Member) will be participating.
- 2.) The County recognizes the Council as a model for an advisory group. "I'm glad we finally get to

celebrate!" It has been four years since the AIDS Advisory Board disbanded and three years [2004] since the Care Council started. A lot of hard work has been done. "Good work deserves a celebration!" The County is now looking for utilizing more advisory boards. CM Bateman thanked the leadership. The current and past Chairs who have changed and developed the group "under the rules". CM Malone added, "we have had strong leadership from the start". CM Witt commented that he attends a number of state advisory boards and this group consistently follows the Brown Act and functions well using the ground rules for respectful engagement.

Public Comment: None

XI. Review Draft Calendar for 2008 – VOTE

The draft of "Marin HIV/AIDS Care Council 2008 Annual Calendar" (See *attachment "A"*) was distributed. A discussion primarily focused on hosting a monthly meeting of the San Francisco EMA was conducted. CM Byers and CM Boemer reported on conversations they had to determine a possible date on the San Francisco EMA calendar. CM Byers stated that the date would not be in January, February, or March, but most likely later in the year.

CM Witt made motion to approve the draft of the 2008 Calendar. CM Bateman seconded.

Public Comment: None

A voice **vote** was conducted. All were in Favor. None were Opposed. The 2008 Council Calendar was approved.

XII. Next Step – New Business

- New Council Member recruitment.
- Finalize Council Planning Calendar.
- Next Meeting January, 9, 2008, 4:30p.m.-6:30p.m.

XIII. Meeting Adjourned at 5:55p.m.

Following the adjournment of the meeting, Elyse Graham was recognized for her service to and leadership of the Care Council. She received a framed Certificate of Appreciation and a card signed by Council Members and County Staff communicating thanks and appreciation.