



**Marin HIV/AIDS Care Council Meeting
MINUTES**

Wednesday, April 9, 2014

4:30p.m. - 6:30p.m.

899 Northgate Drive – 4th Floor Conference Room

San Rafael, CA 94903

[Approved May 14, 2014]

Larry Meredith, Ph.D.
DIRECTOR

Margaret Kisliuk
DIVISION DIRECTOR

Council Members Present: Roy Bateman, Kevin Cronin, Trinity Dushon, Deborah Kasel, Jennifer Malone
Council Members Absent: Elaine Flores(AE), James Frazier (LOA), Walter Kelley(AE), Scott Marcum(AE)
Staff Present: Chris Santini, Michael Schieble, Sparkie Spaeth
Public: Craig Combs, Jami Ellermann

HIV/AIDS Services

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I. Roll Call

Council Support called roll at 4:41p.m. Neither Co-Chair was present to conduct the meeting. Quorum was established with 5 of 8 Members present.

CM E.J. Flores(AE) was absent and excused. CM Kelley(AE) and CM Marcum(AE) were absent and excused due to illness.

CM Frazier (LOA) is on a leave of absence, effective March 1, 2014.

II. Call to Order - VOTE

Following the roll call, Council Support reviewed the “Care Council Meeting Facilitation Policy”, Marin HIV/AIDS Care Council – New Member Orientation Handbook & Resource Guide, page 23.

CM Kasel motioned to approve CM Cronin as a temporary Chairperson to conduct the meeting. CM Bateman seconded.

A voice **vote** was conducted. All were in favor. No objections were heard. CM Cronin was seated as temporary meeting Chairperson.

III. Review and Approval of Agenda - VOTE

CM Malone motioned to approve the agenda. CM Bateman seconded.

A voice vote was conducted. No one was opposed and the agenda was approved without objection.

IV. Review and Approval of March 12, 2014 Minutes - VOTE

CM Bateman made motion to approve the March 12, 2014 minutes. CM Kasel seconded.

Council Members reviewed the draft minutes. CM Cronin requested that “referring to Co-Chair Kelley’s question” be added to clarify his statement on Item “XII. 2014 Care Council Calendar”.

A voice **vote** was conducted. All were in favor. No objections were heard. CM Malone abstained. The minutes from the March 12, 2014 Marin HIV/AIDS Care Council meeting were approved with one change.

V. General Announcements

CM Bateman reported additional changes to the HOPWA Program. Marin County housing funding will come directly from the State and no longer come through the EMA.

A discussion followed about housing needs and advocacy for housing for PLWHA in Marin. The AIDS Housing Alliance in San Francisco was mentioned as a resource.

CM Malone announced that on April 17, 2014, the Marin AIDS Project / M.A.P. will be hosting a lunch from 12:00p.m. to 1:30p.m. and dinner from 6:00p.m. to 7:30p.m. to solicit community input.

M. Schieble announced that on June 24, 2014, the Positive Resource Center is hosting “Thriving in 2014: A Day Long Institute on Access to Income and Healthcare for People Living with HIV/AIDS”. Council Members received the announcement via e-mail.

VI. Co-Chair Report

No report

Council Support announced that the May 14, 2014, Care Council meeting location will be the Connection Center.

VII. Public Comment

None

VIII. Membership – VOTE

Kevin Cronin Subsequent Term Renewal Vote – VOTE

Council Members reviewed the “Marin Care Council Subsequent Term Application”.

CM Bateman made a motion to approve Kevin Cronin for a subsequent term. CM Kasel seconded. CM Kasel emphasized CM Cronin’s history of helping PLWHA and background.

Public Comment: None

A randomized roll call **vote** was conducted.

AYES: CM Bateman, CM Cronin, CM Dushon, CM Kasel, CM Malone

Noes: None

Abstain: None

Recuse: None

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Kevin Cronin was unanimously approved for a subsequent term.

Membership Recruitment Flyer - VOTE

CM Kasel made a motion to approve the draft Membership Recruitment Flyer. CM Dushon seconded. A color copy was available for Council Members to review.

Public Comment None

A voice **vote** was conducted. All were in favor. No objections were heard.

The Membership Recruitment Flyer was approved. It will also be translated and produced in Spanish.

Membership Application Received

Council Support announced that a Membership application had been received from Saulo Bonagrazia. The application was completed and submitted in Spanish and was in the process of being translated in to English. The review of the application would be on the May 14, 2014 Care Council agenda.

IX. Community Outreach and Advocacy

2014 Community Forum Planning Report - VOTE

The Workgroup summary notes from March 26, 2014 were reviewed by the Council. Additions and corrections were made by the Workgroup Members.

\$600.00 had been approved for the Forum. \$200.00 mailing, \$300.00 food, and \$100.00 supplies, were the planned budget expenses. The Food Card incentive will be funded separately.

C. Santini reported that Spanish to English translation services had been arranged and would be available at the Forum.

S. Spaeth was present and the Council suggested ideas for the presentation topic; “Marin Timeline of Ryan White Funding and Services – Our History and Looking Forward”. Dr. Lisa Capaldini’s presentation will be on the topic, “Staying Healthy and Living Longer”.

CM Kasel made a **motion** to approve the report and plans for the 2014 Spring Community Forum. CM Dushon seconded.

Public Comment None

A voice **vote** was conducted. All were in favor. No objections were heard.

The 2014 Spring Community Forum planning produced by the Workgroup was approved by the full Council. *Workgroup Summary Notes published separately.*

2014 Community Forum Flyer Approval - VOTE

CM Kasel made a motion to approve the draft Forum Flyer. CM Bateman seconded.

The Flyer will be produced in color, however black and white photocopies were provided for the review. C. Santini noted the suggested changes to the draft Flyer.

The copying, distribution, and mailing of the Flyer was discussed. CM Bateman will make the color copies of the Flyer. A discussion followed about the use of the ARIES database as a source of mailing addresses to reach the most Clients. The discussion concluded with C. Santini stating, “I’m reluctant to use the ARIES database... it is a services database”.

Public Comment None

A voice **vote** was conducted. All were in favor. No objections were heard.

The edited 2014 Community Forum Flyer was approved. It will also be translated and produced in Spanish.

X. Division of Public Health Report

C. Santini reported 1.) The 2013 Client Satisfaction Survey had been completed and will be reported on at the May 14, 2014, Council meeting. 82 paper surveys were returned and 17 on-line surveys were completed. 2.) Ryan White Funds, as payer of last resort requirement, is being reviewed with the implementation of the Affordable Care Act, expanded Med-Cal, and primary insurance. Case managers will need to understand and document each Client’s insurance coverage. 3.) The RFP process is under way. Expanding Core Services at the HHS Clinic site and providing Support Services through a community based Service Provider are two possibilities. CM Bateman asked about the process of a bidder’s conference. 4.) At the February San Francisco Council meeting, there was a question asked about inter-county linkages of service and a brief discussion. No decision was made. Currently, certain services, like the AIDS Legal Referral Panel are available for the three Counties. 5.) The final award date of RW Part A 2014-’15 funding is unknown. 6.) A copy of the HHS RFP#2014-3 was distributed. The process and key dates were detailed.

CM Cronin asked S. Spaeth, “When is it best to request help from the County?” A discussion followed about the County budget cycle, prior backfill requests, timing of requests, and the broader Care Council mission of maintaining the service system. S. Spaeth responded, “You’ve [the Council] got to establish the need...there are competing priorities”.

CM Bateman suggested that the Council could increase their visibility to the County Board and report to the Board sources of uncertainty in funding and follow up at a later date to report the impact. S. Spaeth added that every Tuesday the Board takes public comment. Comments are limited to three minutes each and you want to develop a compelling argument. There was agreement that a Council agenda item would be to develop a status report by the Care Council to the County Board. CM Cronin requested that the status of the Kaiser reimbursement be reported to the Care Council.

Public Comment: None

XI. Report on Core Service – Health Insurance Premium and Cost Sharing Assistance

The Health Insurance Premium and Cost Sharing Assistance (HIPCSA) Core Service category definition was reviewed. The 2014-'15 Fiscal Year was the first time the Care Council funded the HIPCSA Service Category.

To better understand the practical use of the funds, CM Malone reported that (6) Clients – health insurance premiums were paid with one time payments, (1) Client had a health insurance deductible paid, and (1) Client had a co-payment paid. \$5,600.00 had been spent for the (8) Clients. The Clients, because of low income qualifications, need assistance with health insurance costs, until another funding source is implemented. CM Malone also reported, "...there currently is no structured agreement" to get the money back from the Client if they are reimbursed by another source, for example the State Office of AIDS.

A discussion followed about the recovery of funds. CM Cronin reported that for RHR money, the funds were recovered and returned by Clients. CM Cronin added, that a goal of HIPCSA funds should be to, "...[get] everyone on a 'gold' or higher plan". CM Bateman asked where there were holes in transitioning to the Affordable Care Act. J. Ellermann reported that in the past, when there were more Ryan White funds available, co-pays were being written off. CM Malone added that there may need to be a cap set on the amount for any one individual. Adding, "An \$800.00 premium was paid in one case".

Public Comment: None

6:42p.m. Point of Order – meeting overtime

CM Malone made a motion to extend the meeting time by ten minutes. CM Kasel seconded.

All were in agreement.

XII. Review of Documents Needed for 2015-'16 Prioritization and Allocation – VOTE

The handout, "Documents provided for 2014/15 Care Council Prioritization and Allocation" was distributed. Also, copies of the "2013-15 Decision Matrix of Allocation of Ryan White Funding in Marin County" (color) and "How To Use the 2014/15 Decision Matrix" were distributed. The actual reports, listed in the "Documents Provided" table of content had been e-mailed to Council Members prior to the meeting.

In preparation for the 2015-'16 Prioritization and Allocation, Council Members need to reach agreement on the reports and documents needed for the decision-making process.

Council Members had not prepared for the level of detailed discussion that was needed. C. Santini requested that Council Members "come prepared" and "do your homework" for the May 14, 2014 Care Council meeting. It was agreed that the May meeting reminder e-mail would include a package of the P&A documents and the documents would be posted on the Care Council website.

CM Bateman suggested that the "Documents Provided" table of contents page use a numerical reference instead of a bullet point and the corresponding report should be labeled using the reference number.

CM Malone commented that the process "should be based on fact" and not "emotional case studies", which were very time-consuming.

CM Malone made a motion that the County produce an Allocation recommendation [proposal] with accompanying rational. CM Dushon seconded.

Public Comment: None

A voice **vote** was conducted. All were in favor. No objections were heard.

The Care Council requested an Allocation recommendation/proposal from the County.

XIII. 2014 Care Council Calendar – VOTE

2014 Calendar Review and Approval - VOTE

Item tabled due to meeting overtime.

XIV. Next Steps – New Business

Next Care Council Meeting: May 14, 2014 – Connection Center, 4:30p.m. – 6:30p.m.

Next Step / To Do's

- Agenda Item – Finalize P&A 2015-'16 process.
- Agenda Item – List of P&A resources and documents for 2015-'16.
- Agenda Item – Satisfaction Survey 2013 Results.
- Agenda Item – Develop Status Report to Board by Care Council.
- Agenda Item – Membership / Review of Saulo Bonagrazia application.
- Agenda Item – Client education on money management.
- CE – San Francisco FY 2015-'16 Allocation timeline and key dates.
- CS – Research if OA-HIPP requires Clients to be “share”?
- CS – Contact ARIES / Can database be used for general mailing?
- CS – May meeting reminder e-mail include P&A document package and post documents to web.
- MJS – Communicate Forum details to WK and SM.
- MJS – Update Directory.
- All – Forum ToDo's.

XV. Meeting Adjourned at 6:56p.m.