



**Marin HIV/AIDS Care Council Meeting
MINUTES
Wednesday, January 8, 2014
4:30p.m. - 6:30p.m.
899 Northgate Drive – 4th Floor Conference Room
San Rafael, CA 94903**

Larry Meredith, Ph.D.
DIRECTOR

Margaret Kisiuk
DIVISION DIRECTOR

HIV/AIDS Services

Community Health &
Prevention Services
899 Northgate Drive
Suite 415
San Rafael, CA 94903
415 473 7590 T
415 473 6266 F
475 473 3232 TTY
www.marincounty.org/hs

Council Members Present: Roy Bateman, Elaine Flores, James Frazier, Deborah Kasel, Walter Kelley, Jennifer Malone, Scott Marcum

Council Members Absent: Kevin Cronin (AE), Trinity Dushon

Staff Present: Cicily Emerson, Chris Santini, Michael Schieble

Public: Craig Combs

I. Call to Order

Co-Chair Marcum called the meeting to order.

II. Roll Call

Roll was called and quorum was established with 7 of 9 Members present.

CM Cronin (AE) was absent and excused.

CM Dushon was out of town and absent.

III. Review and approval of Agenda – VOTE

M. Schieble noted that for agenda item IV. neither the November nor the December minutes were available for approval. CM Malone motioned to approve the agenda as amended. CM Frazier seconded.

A voice **vote** was conducted. No objections were heard.

The agenda was approved.

**IV. Review and approval of November 13, 2013 and
December 11, 2013 Minutes – VOTE**

Tabled

V. General Announcements

CM Malone distributed an announcement about the expansion of the emergency funds program at MAP with Part B money. MAP also did a mailing.

CM Kasel There is a forum at the Whistlestop location at 930 Tamalpais Avenue from 10-3 on 1/11 to sign up people for ACA.

CM Flores has flyers for the event.

VI. Co-Chair Report-None

VII. Public Comment-None

VIII. Review of the Rules of Respectful Engagement

Co-Chairs led the group in reading the Rules of Respectful Engagement and discussing whether the Council had observed each rule or needed improvement in doing so.

IX. Overview of the Marin HIV/AIDS Care Council Mission and EMA Organizational Structure

C. Santini did a PowerPoint presentation on the Marin HIV/AIDS Care Council mission and EMA organizational structure.

Public comment on this item: None

X. Membership

Review and Approval of 2013 Attendance Report

CM Kasel motioned to approve the attendance report. CM Bateman seconded.

A voice **vote** was conducted. No objections were heard.
The attendance report was approved.

Public comment on this item: None

XI. Community Outreach and Advocacy

2014 Community Forum Planning Report

A workgroup was formulated last meeting consisting of CM Kasel and CM Flores.

Public comment on this item: None

XII. Division of Public Health Report

C. Emerson reported that staff was continuing with the HIV service system assessment and the plans for issuing a Request for Proposals with services to begin July 1. Staff was exploring putting additional services at HHS Clinics site.

Marin is in the third year of its HIV prevention program. There has been 1 new positive case identified, 1 prior positive case confirmed, and several linkages to medical care. They have conducted over 400 tests. Maybe this program could do a presentation to the Council. MAP is using a social network model to refer people to testing. They are also doing passive outreach on online apps. Marin will participate in the Greater than AIDS campaign created by Kaiser Family Foundation. Posters will be in malls and busstops scheduled for February and March and in the fall.

C. Santini went over the results from client surveys regarding the HIV service system assessment. A 5 question survey was distributed in service providers' offices during December. Staff received 17 responses. There were some differences between client survey results and service provider results. For example, service providers ranked paying for assistance for food, utilities, etc. of lower importance than clients did. There was a suggestion to add these 5 questions to the satisfaction survey. There was a question about why Care Council meeting announcements are not in the Marin IJ.

Public comment on this item: None

XIII. Ryan White Part-A Year-to-Date Spending FY2013-'14 Update

FY2013-'14 spending will be reviewed by Service Category. Unspent funds will be reallocated by the Care Council

C. Santini stated there would be no unspent money in medical care, oral health care, and substance abuse treatment. She wasn't able to get information about unspent money in the other service categories before this meeting.

CM Bateman made motion to use any unspent funds to purchase food cards. CM Frazier seconded the motion.

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

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

Noes: None

Recuse: CM Malone

Abstain: None

6-0-1-0 Motion Passed: 6/6= 100%

Public comment on this item: Craig Combs supported the motion.

XIV. Review and Approval of Care Council 2014 Calendar – VOTE

2013 Meeting feedback and ratings recap.

C. Santini presented the results from a compilation of last year's meeting evaluation forms. She commented that Council members indicated that improvement was needed in some areas but that fact was not reflected in ratings on the meeting evaluation forms. M. Schieble suggested that Co-Chairs review meeting evaluations prior to the next meeting. CM Kasel would like previous meeting minutes prior to the meeting at which they are on the agenda for approval. There was a discussion about how detailed the minutes should be.

Review and Approval of 2014 Calendar, including Prioritization and Allocation preparation, training, and dates.

CM Malone made motion to reserve usual February meeting time for forum planning work group. CM Bateman seconded the motion.

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

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

Noes: CM Kasel

Recuse: None

Abstain: None

6-1-0-0 Motion Passed: 6/7= 86%

Public comment on this item: Craig Combs would like public comments recorded verbatim in the minutes.

XV. Next Steps - New Business

Next meeting: Work group meeting February 12, 2014

Location: 899 Northgate Drive, 4th Floor Conference Room

XVI. Adjourn