



DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC HEALTH SERVICES

Promoting and protecting health, well-being, self-sufficiency, and safety of all in Marin County.

MARIN HIV/AIDS CARE COUNCIL

November 12, 2014

3240 Kerner Blvd. Room 110

NOTE MEETING LOCATION

San Rafael, CA 94901

3 p.m. – 5 p.m.



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

I. Call to Order

Wade Flores volunteered to open the meeting at 3:22 p.m.
Cio Hernandez led a moment of silence to honor those not able to join us today.

II. Roll Call

Council Members Present: Roy Bateman, Elaine Flores, Wade Flores, James Frazier, Deborah Kasel, Jennifer Malone, Bobby Moske, Walter Kelley (co-chair)

Council Members Absent: Scott Marcum (co-chair) (excused), Trinity Dushon, Saulo Bonagrazia, Kevin Cronin (excused)

Staff Present: Cicity Emerson, Cio Hernandez, Kathy Kipp

Public Present: Jamie Ellerman, Sarah Grossi, Homer Hall

III. Review and approval of Agenda – VOTE

The Council approved the proposed agenda, none were opposed.

IV. Review and approval of Minutes – VOTE

James Frazier made a motion to approve the draft minutes of the September 10, , 2014 meeting. The motion was seconded by Elaine Flores and approved by the Council, none were opposed.

V. General Announcements

- Roy mentioned that parking was tight this afternoon and was asking where the overflow parking lot was located. Kathy will send out a map with the overflow parking noted before the next meeting.
- Jennifer Malone shared information on World AIDS Day on 12/1/14. The focus will be on long-term survivors.
- Jennifer Malone also shared information on the Holiday Food Pantry on 11/18/14. Chicken and other fixings will be provided. They are still working on the December holiday seasonal bags. Once they have decided on a date it will be announced.

VI. Co-Chair Report

No co-chair report.

VII. Public Comment

None

VIII. Division of Public Health Report

- Cicily Emerson shared that Marin made its annual presentation to San Francisco Care Council in September and it was accepted by a unanimous vote.
- Sparkie Spaeth announced that she will retire in July 2015. Larry Meredith will retire in March 2015.
- Cicily Emerson presented the 2014-15 Ryan White 7 month spending report.
- The Food Card Program is running short of funds and the hope is to fill the gap with cost savings that may occur during the fiscal year from other parts of the budget.
- Emergency Funds Program – Council would like to have a presentation in the spring from this program.

IX. Review of Updates to Policies and Procedures - VOTE

Public comment on this item

- Cicily Emerson presented a comprehensive presentation of all the updates to the Member Handbook.
- Deborah Kasel suggested that the co-chair policy be changed to reflect what that position actually does now.
- Deborah Kasel voiced her concern that the agenda is not reflective of the agenda items that the members want on the agenda. She was reminded that there are several ways of getting items on the agenda, such as: New Business & Public Comment items on the agenda, additionally the co-chairs are responsible for setting the agenda which means members can speak with co-chairs about agenda items they would like to see on the agenda.
- Deborah Kasel said she would like to see many more changes/updates to the Handbook. She would be willing to head that sub-committee. Cio Hernandez suggested the council take this up at the next meeting in January.
- Wade Flores made a motion to approve the changes to the Member Handbook. The motion was seconded by James Frazier. Deborah Kasel and Roy Bateman opposed. The motion was passed.
- Walter Kelly suggested that Deborah Kasel talk with Cio Hernandez about ideas she has for our agendas.

X. Food Program Overview

Public comment on this item

Cicily Emerson presented an overview of the Food Program. She provided a two-page power point presentation handout. Bottom line: At this time they are unable to have a true estimate of service delivery costs and where they are absorbed. If they included program delivery costs into the food budget (i.e. staff who distribute the cards) it would decrease the food allowance.

- Deborah Kasel asked what percent of people pick-up their cards versus the percent that get their cards mailed to them. She also asked what goes into the 10% operating costs to administer the Part B grant.
- Discussion among the members about food cards and how they are distributed and who distributes them.

XI. Co-Chair Elections – VOTE

- Nominations for Co-Chairs – VOTE
Wade Flores made a motion to continue current co-chairs until the next meeting (January 2015) when we will have the election. Roy Bateman seconded the motion. Council members approved the motion.
The following individuals were nominated: Walter Kelley, Bobby Moske, Elaine Flores and Deborah Kasel
Nominations will remain open until the January meeting.
- Renewing Memberships – VOTE
Roy Bateman and Deborah Kasel passed out their Member Renewal Forms to Council members. A vote was held and both Deborah Kasel and Roy Bateman's memberships were renewed for another year.
The membership will vote for any other member renewals at the next meeting in January.

XII. Administrative Changes to Council

Public Comment on this item

Item tabled due to meeting going overtime.

XIII. Next Steps – New Business

Next Meeting: January 14, 2015
Health & Wellness Campus
3240 Kerner Blvd., Room 110
San Rafael
3:00-5:00PM

XIV. Adjourn