



DEPARTMENT OF  
**HEALTH AND HUMAN SERVICES**

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



**MARIN HIV/AIDS CARE COUNCIL  
DRAFT MINUTES  
July 24, 2019**

**Marin County Health & Wellness Campus**

3240 Kerner Blvd., Room 109

San Rafael, CA 94901

3:00 – 5:30 pm

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**I. Call to Order**

CM James Frazier called meeting to order at 3:07 pm.

**II. Roll Call**

Council Members Present at Roll Call: James Frazier, Elaine Flores, Julie Dowling, Ken Travirca, Alex Nizovskikh, Bobby Moske, Linda Dobra

Council Members Arriving Late: None

Council Members Absent: Esmeralda Garcia, Wade Flores

Staff Present: Nga Le, Cicily Emerson, Loretta Rogers

Public Present: Dana Van Gorder (Spahr Center), Leslie Gallen (Spahr Center)

**III. Review and approval of Agenda – VOTE**

CM James Frazier requested that members review the draft agenda. No amendments were requested.

CM Linda Dobra moved to approve the draft agenda as submitted. The motion was seconded by CM Elaine Flores. The motion was approved unanimously by the Council.

**IV. Review and Approval of Minutes – VOTE**

a. June 12, 2019 meeting minutes – CM Linda Dobra moved to approve the June 12, 2019 minutes. CM Ken Travirca seconded the motion. The motion passed unanimously.

**V. General Announcements:**

a. Cicily Emerson announced that the Director of Health & Human Services position has been filled. The new Director is Benita

McLarin. Most recently, she was Chief Operating Officer for Santa Clara Valley Medical Center. She starts on September 9, 2019.

- VI. Public Comment:** Dana Van Gorder announced that the Spahr Center is working on a client satisfaction survey. It will be sent out in the next few weeks. It will ask for clients' evaluation of the services they've received as well as their aspirations. Before it is sent out, Dana will ask Care Council members to review it. He is hoping for useful answers and will share the results of the survey with the Care Council. This particular survey is a one-shot effort, but the Spahr Center hopes to do some kind of survey every year.
- VII. Year-end Review:** Nga Le gave a PowerPoint presentation on the previous grant year, i.e. the types of services offered, the Care Council's previous prioritization of these services, and the allocation of grant funds across these services. She then reviewed the process for the Council to prioritize services and approve the allocations for the coming grant year. Finally, she provided a profile of the clients served. There were 249 clients, 20 of whom were new in this past year. There was one client death. 81% of the clients were male and most were middle-aged or older. She reviewed their poverty level, insurance status and HIV status. Leslie Gallen remarked that the number of people receiving food cards through the Spahr Center has gone down a little in the past year. There was brief discussion as to why that occurred. Cicily Emerson remarked that food pantries had expanded in the last four years.
- VIII. Fiscal Year 2020-21 Annual Prioritization - VOTE:** Prioritization hand-outs were distributed to the Council members for their decision. There was a break at this time to allow members to reflect and make their decisions and to have dinner. Each member provided Nga Le with his/her decision. When the Council reconvened, Nga Le reported the combined results. There was brief discussion of any changes to the results. Bobby Moske moved Outpatient care be moved after Emergency Financial Assistance, but no one seconded the motion. Then, Elaine Flores moved that the prioritization be approved. Ken Trvirca seconded the motion. The motion passed unanimously.
- IX. Break – Dinner:** During the Break, Council members filled out a new conflict of interest form and turned it in to Nga Le.
- X. Fiscal Year 2020-21 Annual Allocation – VOTE:** Cicily Emerson reviewed the allocations of grant funds across the services for the past grant year and the proposed allocations for the coming FY 2020-21. There was brief discussion. Ken Trvirca moved that the Council approve the proposed allocations as presented by Cicily Emerson. Elaine Flores seconded the motion. The motion passed unanimously.

- XI. Co-Chair Report:** None.
  
- XII. Prevention Program Report:** Linda Dobra reported that she has been going over quality control with the Spahr Center. She has also been in discussions to find new ways of doing prevention. The needle exchange site in Novato is now open and a new one is planned for West Marin. She is working with the Jail to develop a prevention program for the inmates, involving education and testing. There was discussion after her report. CM Bobby Moske stated that Sheriff Doyle can order naloxone and buprenorphine for the Jail. Nga Le brought up the problem of used needles being thrown away on the streets. Cicily Emerson stated that the sites could be places for future outreach. This is on her to-do list. Linda Dobra stated that telemedicine for MAT is becoming available. Cicily Emerson stated that she will invite RxSafe Marin representatives to a future Care Council meeting to provide an update. Dana Van Gorder reported that there is a bill now in the State Legislature which would allow pharmacists to furnish buprenorphine. It has not passed yet.
  
- XIII. Division of Public Health Report:** Cicily Emerson and Nga Le gave a brief report.
  
- XIV. Next Steps – New Business:**
  - a. Fall Community Forum – This event will be in November, before the Thanksgiving holiday. There was brief discussion of venues. The San Rafael Community Room, Hamilton community room in Novato, and others. There was discussion of possible presentations and whether the planning would be done at the September 11, 2019 meeting. It was decided to form a separate work group to plan this forum. This work group consists of CM Bobby Moske, CM Linda Dobra, CM Elaine Flores and CM James Frazier. They will meet with Cicily Emerson after August 21 because Cicily will be on vacation for 3 weeks starting Tuesday, July 30<sup>th</sup>, returning August 20<sup>th</sup>.
  - b. Food: Nga Le asked for suggestions from the Council members regarding food to be provided at future meetings. Food from Sol Food, Panera and Comforts was suggested.
  - c. RSVP: Nga also informed that Council members that it was important for them to RSVP for each meeting. Sending a text was preferred.
  - d. Recruitment: There was brief discussion of recruitment of new members for the Council. It was agreed that this should be a standing agenda item. Several members stated that it was important to get representation from underserved communities and particularly from youth.
  
- XV. Adjourn**

CM James Frazier adjourned the meeting at 5:13 pm.

**Next Meeting:**

**Wednesday, September 11, 2019**  
**Health & Wellness Campus**  
**20 N. San Pedro Road, Pt. Reyes Room**  
**San Rafael, CA 94903**  
**3:00 – 5:00 pm**