

HIV Community Planning Council  
**STEERING COMMITTEE**  
Thursday, January 18, 2018  
25 Van Ness, 8<sup>th</sup> Floor Conference Room  
3:00-5:00 pm

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**Committee Members Present:** Chuck Adams, Richard Bargetto, Jackson Bowman, Elaine Flores, David Gonzalez (Co-Chair), Dean Goodwin (Co-Chair), Jose Luis Guzman (Co-Chair), Paul Harkin, Mike Shriver (Co-Chair), Charles Siron, Eric Sutter, Linda Walubengo (Co-Chair)

**Committee Members Absent:** Ben Cabangun [A], Ken Pearce [E: Proxy Richard Bargetto], Laura Thomas [A]

**Council Members Present:**

**Others Present:** Bill Hirsh (HAPN)

**Support Staff Present:** Ali Cone, Dave Jordan, Mark Molnar, Melina Clark

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### *Minutes*

**1. Introductions**

The meeting was called to order at 3:08 pm by Co-Chair Gonzalez. Everyone introduced themselves and quorum was established.

**2. Review/Approve January 22, 2018 DRAFT Agenda – VOTE**

The November 16<sup>th</sup> 2017 DRAFT Agenda was reviewed and approved by consensus.

**3. Review/Approve November 16, 2017 DRAFT Minutes – VOTE**

The October 19, 2017 DRAFT Minutes were reviewed and approved by consensus.

**4. Announcements**

- None.

**5. Public Comment**

- None.

**6. CHEP and HIV Health Services Update**

- Co-chair Goodwin stated that there is not a lot to update, and that HHS is still awaiting the written report from their site visit from October. He added that there will be a site visit on Tuesday January 23<sup>rd</sup> 2018.
- Co-chair Guzman noted that on January 1<sup>st</sup>, CHEP started their new award cycle with CDC, which is a different cycle than HRSA. He added that they will have a final update on dollar count in the near future and won't know about component B until February.

**7. Committee and Work Group Reports- VOTE**

- Community Engagement Committee Update:
  - None.
- Council Affairs Committee Update:
  - CM Adams noted that everyone is looking forward to the Drug User Health Initiative (DUHI) Presentation. They added a few things to the presentation during the meeting.
    - He added that they left the second half of the presentation calendar relatively fluid to allow for more flexibility in scheduling.

- Membership Committee Update:
  - CM Bargetto announced that the committee unanimously decided to bring forward Cassandra Harris as a new Council Member. He added that she is very active in the positive community of San Mateo and they are looking forward to her service.
    - He also invited anyone who wants to be involved in the mentorship program, as a mentor or mentee, to reach out to Council Staff.
    - The 2018 committee assignments have now been decided.
    - Membership also discussed changing the committee attendance requirement for appointed seats.
- PLWH Advocacy Work Group Update:
  - None.

## 8. Membership Motion- VOTE

- The Council reviewed the Appointed Seats survey and voted on a motion coming from the Membership Committee that would require appointed seats to attend one committee meeting per month.
  - CS Cone noted that the results of the survey were split 4 yes and 4 no, with 2 undecided.
- CS Molnar noted that this motion had previously been tabled by Membership.
  - Co-Chair Shriver inquired if the council needs to vote down the standing motion that's been tabled.
    - CS Molnar noted that the council could amend or discard the motion.
- The council discussed the possibility of grandfathering in appointed seats who are unable to attend committee meetings.
  - CM Bargetto noted that some people joined the council under the assumption that they wouldn't be required to attend a committee.
  - CS Cone added that if the council adopts a grandfather clause for this motion, there wouldn't be a significant change to the policy, especially because so many members are longstanding.
  - CS Jordan commented that many of the people who are unable to attend committee meetings said that someone from their agency could replace them.
  - CM Bargetto noted that the general sentiment of Membership in reviewing this motion was a desire to treat all council members equally, and promote a general sense of fairness.
    - While the appointed seats bring valuable expertise to the council, this expertise is most useful during committee meetings.
  - CS Molnar clarified that renewing members are not considered "new" members of the council, and thus would be grandfathered in if the council adopts this policy.
- The council discussed the possibility of waiting until the next renewal process to implement the motion.
  - CS Jordan stated that because the renewal date is upcoming, this would only give them a stay of a few months.
  - CM Bowman suggested that in the upcoming renewal cycle, renewing members can choose to be grandfathered in while new members will be required to join a committee.
  - CM Siron emphasized the importance of having an equitable policy for People Living with HIV (PLWH) on the council.
  - Co-chair Gonzalez brought up the idea of having alternates for appointed seats who are unable to attend committees. He inquired if the proposed alternate would have the authority to make decisions.
  - Co-chair Guzman and co-chair Shriver agreed that the priority of the council should be to have an equitable policy regarding attendance.

- CS Molnar suggested discussing this motion at the February Full Council Meeting, since January's Agenda is full.
- **MOTION: Co-chair Shriver moved to approve the meeting attendance policy.**
- **CM Walubengo seconds the motion.**
  - All new council members, and all renewing council members in 2020, are required to be in compliance with the meeting attendance policy, excluding the part B representative.
- **VOTE: Motion passes. See column [1] for a vote breakdown.**

## 9. HAPN Budget Strategy- VOTE

- Bill presented on the updated HAPN (HIV/AIDS Provider Network) budget strategy:
  - The successful budget advocacy of HAPN has allowed San Francisco to backfill cuts to care.
  - HAPN is preparing for potential federal cuts, and keeping in mind that many organizations in San Francisco are likely to ask the city to backfill.
  - The top priority is the backfill of any federal level cuts to HIV prevention and HAPN. From a grant that used to be 40 million, there has been backfill of 22 million cumulatively every year, this backfill is expected to continue.
  - For service providers, when there's no increase to contract each year, it gets harder to provide service. HAPN is asking for modest cost of doing business increase. City has done this for general contracts (2.5%), but not yet for grant-funded contracts.
  - HAPN supports the continued funding of 250k for the Golden Compass program, which addresses a compelling community need.
  - Support of 3 million in housing subsidies for seniors and adults with disabilities. Housing is the biggest disparity for health outcomes. HAPN believes that these housing subsidies are the best way to get money out onto street to address peoples housing needs. Their commitment is to make need-based subsidies continue as needed.
  - Support in the amount of \$1M to address mental health needs of long term survivors.
  - As a result of meeting with GTZ, they requested that we join efforts to secure SIS (safe Injection Sites), asking for modest contribution from city. Current leadership is ready to support this. It's a timely effort.
- CM Sutter asked if the recent changes at city hall have changed HAPN's approach.
  - Bill responded that it's an uncertain time for the city. Mayor Lee was clear in his commitment to backfill these cuts. He believes the interim mayor will support that commitment on the part of the city. It would be a dramatic move to shift city policy away from this historic commitment. It's less clear about what the city will do in terms of expanding capacity. All city has been given directive about what to do if there's a 2.5% funding cut over two years. He noted that the Golden Compass is modest request. The Interim mayor has voiced support for SIS.
- CM Harkin thanked Bill for including SIS in the budget strategy. Many agencies are on board with the idea but lack funding.
  - Co-chair Shriver commented that at least 3 of the mayoral candidates are behind it.
  - Co-chair Gonzalez voiced his agreement that SIS are important.
- **MOTION: CM Siron moves to approve the HAPN Budget Strategy.**
- **CM Walubengo seconds the motion.**
- **VOTE: Motion passes. See column [2] for a vote breakdown.**

## 10. Meeting Evaluation

- CS Jordan went over the meeting evaluations from the last Full Council Meeting.
- Most people agreed that meeting was run efficiently and their opinions were heard.

- There was a suggestion to have more order during presentations.
  - CS Molnar noted that there has not been a Roberts Rules presentation since the merge. The former HIV Care Council did a presentation two years prior to the merge.
  - CS Cone noted that the council adopted the Democratic Rules of Order.
  - CS Jordan noted that there will not be time for a Roberts Rules presentation in the coming months.
  - CS Molnar suggested that Council affairs can revisit this later in the year, when there is more flexibility in the presentation schedule.

## 11. Steering Retreat -VOTE

- The Council discussed their intentions for the upcoming Steering Retreat.
- CS Molnar noted that the idea of a steering retreat was initially floated as a way to engage with the integrated plan to look at what were the responsibilities of the council, and to provide ongoing monitoring and review of those responsibilities. As well as a way of making sure the council is on track with their part in collaboration with DPH. Since then there have been other ideas, including discussing topics that have been brought up since merge evaluation, including policies and procedures. It is a fairly amorphous idea, and is up to the steering committee to decide what it would like to do with this retreat. There is a need to do some kind of retreat outside of committees to discuss how the council will engage with the integrated plan, and improve as a merged council.
- CM Bowman added that he wanted to see the council engage more fully in what the council is doing.
- CS Molnar added that many people expressed concern the council spends most of its time looking at presentations and are unsure what the council is really accomplishing, are they truly engaging.
- CS Molnar noted that a full day could be taken up by going over the integrated plan monitoring review and discussion of how the council can be a more engaging planning community body.
- Co-chair Gonzalez noted that there are some procedural and policy issues that need to be addressed. He wants to discuss sentiments regarding the success of the merger, and thinks that the steering retreat could be a supportive space to have this discussion.
  - He added that the council has been focusing on Ryan White and CDC funds, but there needs to be more discussion about important issues that are not federally funded, such as Safe Consumption Sites.
  - He emphasized that the council is a consumer commission, and needs to do more outside of approving presentations.
- CS Cone pointed out that because committee co-chair elections are coming up the structure of steering could look different during the retreat.
- Co-chair Guzman added that it would still be useful to pick a date today, especially because not everyone attends steering.
  - CS Molnar added that people who are no longer committee co-chairs could still attend the retreat.
- Co-chair Shriver suggested April as a good month for the retreat. That would give steering two more months to plan the retreat. He suggested members self-nominate to form a small planning body and noted that the retreat will be maximum 6 hours long.
  - CS Molnar clarified that the Steering retreat in April will take the place of that month's meeting. They'll be able to address business issues in the first 20 minutes and devote the rest of the retreat to the prearranged topics.
- CS Molnar noted that Shanti has relationships with a few possible locations for the retreat, including pop-up locations used by Google.
  - CM Walubengo suggest the Lighthouse for the Blind.

- CM Harkin added that Barney's has a space on Embarcadero. They are involved with SCS.
- CS Cone will send an Outlook Calendar invite.
- Co-chair Shriver, Co- chair Goodwin and Co-chair Gonzalez volunteered to help plan the retreat.
- The date of the upcoming Steering Retreat was reviewed and approved by consensus. The location will be decided at the next Steering Committee Meeting.
  - The Steering Retreat is tentatively scheduled for Friday, April 13<sup>th</sup> 2018 from 10:00am-4:00 pm.

**12. HCPC Meeting Agenda -VOTE**

- The Committee reviewed and approved the agenda for the January 22nd Full Council meeting.
- The agenda was reviewed, amended and approved. Item #11, the Getting to Zero update vote was removed from the agenda and replaced with the Membership Vote on the new member.

**13. Next Meeting Dates & Agenda Items, Next HCPC Date- VOTE**

- The next Steering Committee meeting is tentatively scheduled for Thursday, February 15<sup>th</sup> 2018 at 25 Van Ness 8th floor Conference Room from 3:00-5:00 pm.

**14. Adjournment**

The meeting was adjourned at 4:21 pm by Co-Chair Gonzalez.

**Steering Committee**

**HIV Community Planning Council**

Roll Call: **P**=Present; **A**=Absent; **E**=Excused; **L**=Leave of Absence

Votes: **Y**=Yes; **N**=No; **B**=Abstain; **R**=Recused (deduct from quorum)

<b>Date: January 18, 2018</b>	[roll]	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]
1. Chuck Adams (CA)	P	Y	Y						
2. Richard Bargetto (Membership)	P	Y	Y						
3. Jackson Bowman (CA)	P	Y	Y						
4. Ben Cabangun (Council Co-Chair)	A	-	-						
5. Elaine Flores (At-Large)	P	Y	Y						
6. David Gonzalez (At-Large)	P	Y	Y						
7. Dean Goodwin (Council Co-Chair)/ Jose Luis Guzman (Council Co-Chair)	P/P	Y	Y						
8. Paul Harkin (At-Large)	P	Y	Y						
9. Ken Pearce (Membership) Proxy Richard Bargetto	E	Y	Y						
10. Mike Shriver (CE)	P	Y	Y						

11. Charles Siron (Council Co-Chair)	P	Y	Y						
12. Eric Sutter (CE)	P	Y	Y						
13. Laura Thomas (At-Large)	A	-	-						
14. Linda Walubengo (Council Co-Chair)	P	Y	Y						
Bill (HAPN)									
Ayes		12	12						
Nays									
Abstentions									
Total		12	12						