

HIV Community Planning Council

STEERING COMMITTEE

Thursday, August 18th, 2016

Human Rights Commission

25 Van Ness, 8th floor

4:00-6:00 pm

Committee Members Present: Chuck Adams, Ben Cabangun (Co-Chair), Wade Flores, Dean Goodwin (Co-Chair), David Gonzalez, Paul Harkin, Eileen Loughran (Co-Chair), Ken Pearce, Charles Siron (Co-Chair), Linda Walubengo (Co-Chair)

Council Members Present: Ron Hernandez

Committee Members Absent: Richard Bargetto [E], Elaine Flores [E], Aja Monet [E], Cathy Newell [A], Laura Thomas [E]

Others Present: Gina Gemello, Jose-Luis Guzman, Noah Lopez, Beth Neary, Serena Ngo, Tracey Packer

Support Staff Present: Ali Cone, Dave Jordan, Mark Molnar, Liz Stumm

Minutes

1. Introductions

The meeting was called to order at 4:07 by Co-Chair Siron. Everyone introduced themselves and quorum was established.

2. Review/Approve August 18th 2016 DRAFT Agenda – VOTE

The August 18th, 2016 DRAFT Agenda was reviewed and approved by consensus.

3. Review/Approve July 21st 2016 DRAFT Minutes – VOTE

The July 21st, 2016 DRAFT Minutes were reviewed and approved by consensus.

4. Announcements

- CS Molnar noted that the Full Council meeting is on August 29th from 3:30-6:30. The Summit will be on September 2nd from 10-4. They both will be held at 25 Van Ness on the 6th floor.
- The Council's website is under-construction. Our website coordinator is working to resolve this problem. If you notice any broken links please contact CS Cone directly. The new website is Sfhivplanningcouncil.org.
- The service category prioritization worksheet will be due at the end of the August Full Council meeting.
- CM Harkin noted that August 31st is National Overdose Awareness Day. That evening, Glide is having an awareness event to memorialize lost lives and celebrate saved lives. There will be a safe injection facility exhibit, which is open to the public. Between 2:30-4:30 pm, providers can have a private viewing.
- CM W. Flores noted that Marin County had its prioritization and resource allocation, which will be presented to the Full Council in September.

5. Public Comment

- None.

6. RWPA Carry Forward Resource Allocation – VOTE

- The Committee discussed resource allocation of RWPA Unfunds and reviewed the motions from Membership, Council Affairs and PLWH Advocacy group.
- HHS recommends the following to be considered for Carry Forward:
 - \$250,000 Pilot Project of Health Insurance Premium Payments program (for Covered CA plans)/Emergency Financial Assistance grants
 - \$4,000-\$6,000 Addition to Planning Council Support Contract for travel costs for two to attend Ryan White 2016 Conference
 - \$125,00 Additional for Dental Services
 - \$109,000-\$111,000 Client Incentive Vouchers
- **MOTION: To approve the prioritization of the following for carry forward resource allocation.**
- **VOTE: Motion Passes. See column [1] for a vote breakdown.**
- This will be voted on at the August Full Council meeting.
- The group discussed having the decision of who attends the Grantee Conference come to the Steering Committee in the future.

7. RWPA Resource Allocation- VOTE

- The Committee reviewed a motion regarding Flat, Reduced, & Increased RWPA funding.
- Increased Funding: In the event of increased funding, increases will occur proportionately across all services categories.
- **MOTION: To approve the increased funding scenario.**
- **VOTE: Motion Passes. See column [2] for a vote breakdown.**
- Flat Funding: If funding remains at the current level, service category resource allocation will remain level across all categories.
- **MOTION: To approve the flat funding scenario.**
- **VOTE: Motion Passes. See column [3] for a vote breakdown.**
- Decreased Funding: In the event of decreased funding, for the first 10% of reductions, allocations for services that are covered under California's essential health benefits package*** will be reduced proportionately. If further reduced allocation is required, reductions will occur proportionately across all service categories.
- The group discussed that with a significant decrease in funding, the scenario would be brought back to the Council.
- Co-Chair Goodwin noted that Dental/ Oral Health is not included in the CA essential benefits package.
- **MOTION: To approve the amended decreased funding scenario.**
- **VOTE: Motion Passes. See column [4] for a vote breakdown.**
- The RWPA resource allocation will be voted on at the September 2nd Summit.

8. CHEP and HIV Health Services Update

- Dean Goodwin reported:
 - HHS got approval to waive the 75% core services funding requirement.
 - Part A core services allocation is 69%. We will receive official notice after the Ryan White conference.
 - Looking forward to the first merged Summit as a new Council.
- Eileen Loughran reported:
 - The job posting for the Rapid Response team was re-open. We are in the process of scheduling interviews and are hoping to hire by September.
 - We are currently working on getting a new bulletin with the police department which is an agreement that recognizes that syringe programs are legal.

- CHEP is working on a webinar set for November which will focus on community engagement and building community relationships with syringe disposal programs. We are working on getting someone from SFPD to participate.

9. Committee and Work Group Reports- VOTE

- Community Engagement Committee Update:
 - No meeting.
- Council Affairs Update:
 - The committee put forth motions for carry-forward funding and resource allocation.
 - The group set up the presentation calendar for the rest of the year.
 - The committee received a service summary sheets presentation.
 - The next meeting is Tuesday September 13th.
- Membership Committee Update
 - CM Pearce reported that there were some changes in committee structures.
 - Leave of Absences: Ken Hornby and Chip Supanich.
 - Charles Fann and Nan O'Connor resigned from the Council. The group will discuss adding mandated seats at the next meeting.
 - The Council is under represented on its non-aligned consumer mandate.
 - The group reviewed the policies: Orientation and Training and Application, Selection and Appointment of Members.
 - The group discussed how we will count CM Loughran and CM Goodwin as one vote/member, which will make our membership 41.
- PLWH Advocacy Group
 - No Meeting.
 - The next meeting will tentatively be on September 14th.
 - CM Pearce requested that Council staff notify members as to why meetings are cancelled.
 - CM Hernandez was nominated as Co-Chair of the group. Mick Robinson denied the nomination.
 - **MOTION: CM Pearce moved to elect CM Hernandez as Chair of the PLWH Advocacy group.**
 - **CM Flores seconds the motion.**
 - **VOTE: Motion Passes. See column [6] for a vote breakdown.**
 - At the next meeting, the group will discuss the mission statement that will address whether to open membership to non-PLWH Council members.
- Integrated Planning Work Group Update:
 - Co-Chair Cabangun noted that the workgroup has not met. The group has been reviewing the goals and objectives of the plan online.
- Policy and Procedure Update:
 - CS Cone noted that we looked at policies relevant to the Summit.
 - The group passed: Unfunds, Expense Reimbursement and the Workgroup policy.
 - The group decided that the next meeting will be in October.
 - Membership is now reviewing membership relevant policies.

10. Letter of Concurrence

- Jose-Luis Guzman reviewed the CDC Letter of Concurrence process.
- The presentation does not currently have dollar amounts but it will be ready for the Summit.
- CM Pearce inquired if the figures include getting to zero funding.
 - The figures do not include Getting to Zero funds.

- CM Hernandez requested that “letter of concurrence” be explained in layman’s terms and to include a description of what that is in the presentation.
- The vote will be in concurrence, concurrence with reservations or not in concurrence.
 - The group requested that in the presentation to explain the different ways the Council can vote on concurrence and the implications of each vote.

11. Integrated Plan

- Co-Chair Cabangun reviewed and deliberated the HCPC Integrated Plan.
- The Department of Public Health is currently reviewing the plan internally so there may be changes to the draft.
- The Full Council will vote on the plan at the Summit on September 2nd.
- CM Pearce inquired about Goal 4: Achieve a more coordinated response to the HIV epidemic in the SF EMA. He feels that this could be more specific.
 - Co-Chair Cabangun responded that our plan writers suggested that the goals and objectives be broad, so we can report what we have achieved by 2021.
- Tracey Packer suggested as we develop the plan to make sure the Council is connected to Getting to Zero or we may be irrelevant.
- The group suggested referencing inter-county in Goal #4.
- CM Harkin expressed that the goals are comprehensive and well thought out.
- Tracey Packer suggested including people of color not accessing PrEP as an objective.
- The group suggested including the Pilot Project of Health Insurance Premium Payments in order to include a goal we know we are going to reach.

12. Meeting Evaluation

- CS Jordan reported on the July Full Council meeting evaluations.
- Overall the rating was high with lots of feedback. People felt positive about Co-Chair facilitation, what materials they received and when they received them and the presentations.
- Some Council members suggested that the Policy update and Getting to Zero updates include hand-outs.
- There was feedback around challenges hearing Liz Hall’s OA update by phone.
- A Council member suggested being aware of acronyms and to keep it at a level where everyone can understand.
- Some members suggested putting together packets of materials.
 - Council staff discussed that this might be challenging logistically, but if people continue to feel strongly about it we can address it going forward.
- A suggestion from a Council member about presentation requests was discussed.
 - The group discussed that the presentation calendar is generated at the Council Affairs Committee.
 - The Committee discussed ways in which Council staff tracks issues and how to communicate obstacles in the future.

13. Next Meeting Dates & Agenda Items- VOTE

- The next Steering Committee meeting is tentatively scheduled for Thursday September 22nd 2016 at 25 Van Ness 8th floor Conference Room from 4-6pm.

14. Adjournment

The meeting was adjourned at 6:06pm by Co-Chair Siron.

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)

Date: August 18th, 2016	[roll]	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]
1. Chuck Adams (CA)	P	Y	Y	Y	Y	Y	Y		
2. Richard Bargetto (Membership)	E	-	-	-	-	-	-		
3. Ben Cabangun (Council Co-Chair)	P	Y	Y	Y	Y	Y	Y		
4. Elaine Flores	E	-	-	-	-	-	-		
5. Wade Flores (CE)	P	Y	Y	Y	Y	Y	Y		
6. David Gonzalez (At-Large)	P	-	-	-	-	-	-		
7. Dean Goodwin (Council Co-Chair)/ Eileen Loughran (Council Co-Chair)	P/P	Y	Y	Y	Y	Y	Y		
8. Paul Harkin	P	Y	Y	Y	Y	Y	Y		
9. Catherine Newell (CA)	A	-	-	-	-	-	-		
10. Aja Monet (CE)	E	-	-	-	-	-	-		
11. Ken Pearce (Membership)	P	Y	Y	Y	Y	Y	Y		
12. Charles Siron (Council Co-Chair)	P	Y	Y	Y	Y	Y	Y		
13. Laura Thomas (At-Large)	E	-	-	-	-	-	-		
14. Linda Walubengo (Council Co-Chair)	P	Y	Y	Y	Y	Y	Y		
1. Ron Hernandez	P	Y	Y	Y	Y	Y	Y		
Ayes		9	9	9	9	9	9		
Nays									