

HIV Community Planning Council
STEERING COMMITTEE
Thursday, November 16, 2017
25 Van Ness, 8th Floor Conference Room
3:00-5:00 pm

Committee Members Present: Richard Bargetto, Jackson Bowman, Ben Cabangun (Co-Chair), David Gonzalez, Jose Luis Guzman (Co-Chair), Mike Shriver, Charles Siron (Co-Chair), Linda Walubengo (Co-Chair)

Committee Members Absent: Chuck Adams [A], Dean Goodwin (Co-Chair) [E], Paul Harkin [E], Ken Pearce [LoA], Eric Sutter [A], Laura Thomas [A]

Council Members Present:

Others Present: Kevin Hutchcroft (HHS), Beth Neary (HHS), Priya A., Tyson Walker, Alma Choi

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

Minutes

1. Introductions

The meeting was called to order at 3:07 pm by Co-Chair Cabangun. Everyone introduced themselves and quorum was established.

2. Review/Approve November 16, 2017 DRAFT Agenda – VOTE

The November 16th 2017 DRAFT Agenda was reviewed and approved by consensus.

3. Review/Approve October 19, 2017 DRAFT Minutes – VOTE

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

4. Announcements

- CM Shriver announced that the GTZ Consortium Meeting is on the 29th from 6-8, the focus will be on Undetectable=Untransmittable.
- CM Shriver noted that President Bill Clinton will be the keynote speaker on World AIDS Day at the Grove.

5. Public Comment

- None.

6. CHEP and HIV Health Services Update

- Beth Neary reported:
- RWPA Site Visit: Our Part A Site visit the week of October 23rd has concluded. The site visit went well and we share information from the report once it arrives.
- ARIES Annual Meeting: We held the annual providers ARIES meeting on 11/9 and over 60 people attended. The purpose of the meeting is to help providers prepare for RSR uploads of 2017 data in January 2018.
- CM Shriver noted that at the PLWH meeting, the group heard something about ADAP funding PrEP.
 - Beth noted that RW ADAP Part B is going to extend their funding to provide PrEP. They've released one policy memo that noted the program will begin in early 2018. They have communicated with sites that have ADAP coordinators to ask if they are interested. DPH is also asking follow up questions. They are rolling this out in two phases: Jan-March for people

who are completely Feb-March for people who are completely uninsured, then Feb-March for people who underinsured.

- CM Shriver commented that he is concerned about the scope of the formulary being interrupted. He inquired if there is a prioritization between an HIV+ person seeking ADAP or a HIV- seeking PrEP.
- Beth noted that she believes that this would be additional and separate funding. She will have more answers by the full council meeting.
- CM Bargetto inquired if there will be the same eligibility requirement for this new program.
 - Beth replied that the same eligibility (500% FPL) was in the initial guidance.
- CS Cone noted that if council members have questions, she can forward them to Liz Hall before the Full Council meeting.
 - Co-Chair Cabangun suggested having specific questions sent by next Monday.
- Co-Chair Guzman reported:
- We have our ongoing harm reduction trainings. The notice will be going out to the Council shortly.

7. Committee and Work Group Reports- VOTE

- Community Engagement Committee Update:
 - CM Shriver reported:
 - The group reviewed the provider follow-up from the needs assessment, had an update from HCAP and discussed the HIV/HCV COLA.
 - The group requested to have CS Jordan be in contact with San Mateo about their security staff training model and best practices.
- Council Affairs Update:
 - CM Bowman reported:
 - There was a presentation from the Dept. of Homeless and Supportive Housing's strategic framework. The group requested that the co-chairs prepare an introduction to the presentation that gives HIV+ homeless data because the presentation will not focus on any subset population.
 - The group reviewed the provider follow-up from the needs assessment.
 - The group discussed the presentation calendar and the desire for the calendar to be more flexible for when topics come up. The group requested that an additional question be added to the evaluation that asked about educational needs and presentations people would like to see.
- Membership Committee Update
 - CM Bargetto reported:
 - The Council is almost in compliance for unaligned consumer membership. We still have disparities for Latinos, Native Americans and youth.
 - Timothy Foster and Ken Pearce are on leaves of absences.
 - We are interviewing two new applicants at the next meeting.
 - The group interviewed someone last week and decided to not move them forward. There was some red flags during the screening process.
- PLWH Advocacy
 - Co-Chair Siron reported:
 - PLWH members feel that they need more information on STDs and PrEP. They have asked for a presentation on these subjects to be given at a PLWH meeting.
 - Cm Shriver noted that the group would like for someone who is on PrEP to attend the meeting who can talk about their experience.

- Co-Chair Guzman noted that he can work with CM Sachdev who is our representative for Disease Prevention and Control for the STD piece and Nikole Trainer who is our PrEP health educator.
- CS Molnar noted that the goal was to get a basic in-service or a 101 presentation.

8. Meeting Evaluation

- CS Stumm reported on the October Full Council evaluations.
- The overall rating was a 9.5. Council members responded well to the County presentations and the Epi report. There was a comment around having less presentations and more discussion.
- The group discussed that the presentation question will be added to the next evaluation.

9. Needs Assessment Recommendation -VOTE

- The committee reviewed a recommendation from the annual needs assessment.
- The group reviewed the recommendation by the Needs Assessment Work Group: To address navigation concerns it is felt that intensive and mobile case management would aid in navigating the above processes for consumers. Additionally, we would recommend exploring the development of consistent metrics and thresholds among ICM providers.
- CS Jordan noted that he spoke to CM Sutter who oversees an ICM program with Shanti. Westside, TACE and Shanti work together because they have shared clients and they are working to create a shared metrics for services for their clients and a shared lexicon. Inconsistencies were noted with eligibility and different agencies were working from different acuity scales. Programs have the same mandate to provide services and they are providing them in very different modes. Intervention wise, they are not going from the same playbook. He noted that how providers are accessing clients were different, some were assigned clients or self-selected clients. There were multiple providers interacting with one client and the client wasn't sure who their primary was.
- CS Molnar noted that DPH implemented a monthly medical case management meeting. He inquired if this has been done for ICM as well. He feels that this may be a good first step.
 - Beth is unsure but she thinks it is a good idea.
- CS Jordan noted that the provider follow-up noted that the Frontline Organizing Group has been helpful, but having things codified is a great next step.
- Co-Chair Cabangun suggested convening ICM providers to present these findings and for providers to share how they do their work.
 - CS Molnar noted that the next step would have to be carried out by DPH, as the grantee in order to try to make that happen.
- **MOTION: Co-Chair Siron moves to recommend DPH to convene ICM service providers to discuss the needs assessment results.**
- **CM E. Flores seconds the motion.**
- **VOTE: Motion passes. See column [1] for a vote breakdown.**

10. Membership Motion -VOTE

- The committee will review an updated policy from the Membership Committee regarding meeting attendance.
- **MOTION: All Council members, including appointed seats are required to be in compliance with the meeting attendance policy, excluding the Part b representative.**
- CS Stumm reviewed the appointed seat committee meeting availability survey. Results indicated that out of the 6 appointed seats, 3 members noted that they would be unable to remain on the Council if they were required to attend a committee meeting.

- CM Bargetto noted that this motion came about from two motivations around appointed seats not being required to attend home committees; parity among all council members and that appointed seats bring a particular expertise.
- Co-Chair Cabangun noted that the post merge evaluation alluded to this. He suggested discussing this during the strategic planning retreat. He wonders if the results indicate the willingness to participate in committees that don't pertain to appointed seats' expertise.
 - CS Jordan commented that most important business of the council touches each committee, regardless of the committee you are on you often hear things that address larger council business.
- CM Bowman commented that if appointed seats could only come to one meeting a month, he feels that it would make the most sense for them to come to committee meetings.
- CM Shriver noted that he likes the idea of appointed seats attending both committee and full council. He noted that all of the Council's decisions get made at the full council and he doesn't want to diminish the body as a whole. He feels that it is disempowering that everybody but a select few has to attend committee meetings.
- Co-Chair Guzman noted that he understands the need for equity. He noted that most of our work seems rubber stamping at the full council but that is the bulk of our work. He stated that most of the appointed seats will not see all the presentations if they don't attend full council.
- CS Cone commented that in terms of operations, to longer mandate full council attendance would differentiate how we determine quorum. If appointed seats are not required to attend committees, motions that travel through committees may change by the time they reach Full Council.
- CM Bowman noted that the Council already has a system that appointed seats don't have to do both. He noted that equity and equality are different. Equity allows for when someone needs more or less. In order to get particular expertise we may have to make allowances.
- Co-Chair Siron commented that this is a bigger discussion, he feels that this should be discussed at the full council.
- **MOTION: CM Shriver moves to table the motion.**
- CM Cabangun noted that he is hearing that there is a need for something deeper, but he doesn't know that this motion is going solve that.
- CM Bowman commented that attending home committees was not in appointed seat job descriptions when they signed up. This was a compromise to get these people at the table because having their feedback was valuable.
- CM Gonzalez noted that it was always the plan to revise and revisit policy and procedures, this is not permanent. This is something the Council can talk about next spring.
- CM Bargetto noted that the benefit of this motion would be perceived or real equity and the potential loss would be that we may lose appointed seats. New seats that are appointed may have a fresh perspective. He feels that the benefit would outweigh the burden in this case. He inquired if this group needs more information.
- CS Jordan commented that only 6 people out of 10 responded. Number wise, there is only a couple people who are unaccounted for.
- **Co-Chair Cadabes seconds the motion to table.**
- CM Shriver commented that he feels it is this committee's responsibility to have a unified, clear recommendation, which we do not have yet.
- The group discussed the need to survey the appointed seats who did not respond to the initial survey.
- Additional questions
 - Can someone else be appointed from your agency?
- **VOTE: Motion passes. See column [2] for a vote breakdown.**

11. HCPC Meeting Agenda- VOTE

- The Committee reviewed and approved the agenda for the November 27th Full Council meeting.
- The agenda was reviewed, amended and approved. The Membership vote was removed from the agenda.

12. Next Meeting Dates & Agenda Items- VOTE

- The next Steering Committee meeting is tentatively scheduled for Thursday, January 18th 2017 at 25 Van Ness 8th floor Conference Room from 3:00-5:00 pm.

13. Adjournment

The meeting was adjourned at 5:03 pm by Co-Chair Cabangun.

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: November 16, 2017	[roll]	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]
1. Chuck Adams (CA)	A	-	-						
2. Richard Bargetto (Membership)	P	Y	N						
3. Jackson Bowman (CA)	P	Y	Y						
4. Ben Cabangun (Council Co-Chair)	P	Y	Y						
5. Elaine Flores (At-Large)	P	Y	Y						
6. David Gonzalez (At-Large)	P	Y	-						
7. Dean Goodwin (Council Co-Chair)/ Jose Luis Guzman (Council Co-Chair)	E/P	Y	Y						
8. Paul Harkin (At-Large)	E	-	-						
9. Ken Pearce (Membership)	LoA	-	-						
10. Mike Shriver (CE)	P	Y	Y						
11. Charles Siron (Council Co-Chair)	P	Y	Y						
12. Eric Sutter (CE)	A	-	-						
13. Laura Thomas (At-Large)	A	-	-						

14. Linda Walubengo (Council Co-Chair)	P	Y	Y						
Ayes		9	7						
Nays			1						
Abstentions									
Total		9	8						