

HIV HEALTH SERVICES PLANNING COUNCIL

Meeting Minutes

December 14, 2011, 10:00 a.m. to 12:00 p.m.

Meeting Location: CARES Clinic

1500 21st Street, Sacramento, CA 95811

Conference Room D

Facilitator: Kane Ortega, Chair

Scribe: Adrienne Rogers, Fiscal Agent staff

Council Member Attendees:

- Kane Ortega, Chair, Clarmundo Sullivan, John Adler, William Green III, Adrienne Rogers, Bob Kamrath, Rick Myers, Angelita Hogg-Rivera, Arvin Magusara, Susan Farrington, Michael Ungeheuer, Norman Hamilton, Monique Maxwell, Aisha Prince

Members Excused:

- Dave Casey, Ronnie Castillo, Debra Drayton, Staci Syas Jon Adler, Judy Vang,

Members Absent:

- Dalene Ingraham
- Nikolay Urshku
- Cindu Gaughran
- Judy Vang
- Tracy Jenkins

- Linda Bratcher

Guests:

- Helen Santos - RX Staffing; Lisa Bayang – State Office of AIDS; Marc Underwood, CARES Peer Advocate; Peter Simpson, Harm Reduction Services

Minutes Approved by: Motion: Hogg-Rivera; Second: Green; Approved Unanimously

Topic	Minutes
Welcome, Introductions and Announcement	<p>A Announcements:</p> <ol style="list-style-type: none"> 1) Clarmundo Sullivan shared that he is planning for National Black HIV/AIDS Awareness Day. He asked if everyone could collaborate to put on one event, but if not to please share with everyone if other efforts were being planned. 2) Monique Maxwell shared that Harm Reduction Services was launching Operation North Highlands which is testing event in January 2012. 3) Angelita Rivera shared that Harm Reduction Services was starting up a Hep C group every fourth Tuesday of each Month starting January 24, 2012.
Agenda Review and Hearing Format	<p>A Adopt Agenda; Motion: Hogg-Rivera; Second: Green; Discussion followed which amended the agenda to remove the Low Income Health Plan presenter (due to a scheduling conflict) and remove the National AIDS Strategy presenter (due to illness), and to add the Chair's report. Motion to accept amended agenda: Rogers; Second: Hogg Rivera; Approved Unanimously.</p> <p>B Approve Minutes of 10.26.11: Motion: Rogers; Second: Green; Approved Unanimously.</p> <p>C Chair's Report:</p> <ol style="list-style-type: none"> 1) <u>Vice Chair Nominations</u>: Kane Ortega, Chair, announced nominatons were being accepted from the floor for Vice Chair. He distributed the policy of Officer Elections and indicated that anyone wishing to nominate themselves or others could contact Paula Gammell. Elections will be held at the January meeting with nominations also being accepted from the floor at that meeting. Adrienne Rogers, Fiscal Agent, read the policy of Officer Elections which included the background, policy and procedure. She shared that the biggest commitment as Vice Chair was participating in outreach events and membership recruitment. Kane asked for nominations and encouraged consumers to be nominated. Clarmundo Sullivan nominated Angelita and she indicated she needed to consider the acceptance of the nomination. It was shared that nominations will continue up to the day of the vote. 2) <u>FY 2012 Comprehensive Plan</u>: Kane reminded the Council that the FY 2012 Comprehensive Plan is due to be submitted to HRSA by May 26, 2012. The Executive Committee is leading the effort to complete the Comprehensive Plan. Adrienne Rogers said each committee chairperson will look at their Committee's work plans for the past two years and identify which objectives have been completed, which have not been

Topic	Minutes
	<p>completed and new objectives that need to be added to the Plan. Adrienne Rogers will be drafting the newly required Early Identification of Individuals with HIV/AIDS (EIIHA) that requires the TGA work with all testing facilities and assist them with providing resources, referrals and data for people testing HIV positive and negative. The EIIHA effort is already well under way in the TGA. After the draft plan is reviewed, there will be a public forum to solicit additional feedback on the plan and its goals and objectives. Kane said he was impressed with the testing efforts currently underway by CARES. Bob Kamrath said UCD emergency room is a focus of the CARES testing efforts this year. UCD will be a linkage to care and treatment at CARES. Those entering the emergency room will be encouraged to take an HIV test. The State Office of AIDS has provided funding for this initiative and Kaiser is also supporting the effort.</p> <p>3) <u>Gratitude</u> : The members of the Planning Council were thanked for their commitment to education and care. Adrienne said most of the hard work is completed in the committees which then bring final work products to the Council for adoption. She said a lot of work is being done prior to voting at the Council meetings and we have a good reputation for getting our legislatively required work done on time.</p> <p>4) <u>Reflectiveness Update</u>: Kane distributed the most recent Council reflectiveness update which is sent to HRSA within 30 days of any change in council membership.</p>
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Fiscal Agent Report	<p>1. FY11 October Monthly Fiscal Report: Sacramento expenditures are within a range where a large carryover is not expected. However, the largest invoice from medical care had not as yet submitted its October invoices, so the report shows less than what has actually been spent to date. The Outreach invoices for September are outstanding as well as Placer and El Dorado counties which are historically 30 days behind in billing. Council Vote: Motion: Hogg-Rivera; Second: Farrington; Approved Unanimously.</p> <p>2. <u>FY12 2nd Grant Application</u>: Adrienne distributed copies of the FY 2012 Part A Grant Application. She indicated to new members that the Grant Application is our "bible" because it provides recent statistics, gaps in</p>

Topic	Minutes
	<p>services, target populations most impacted by HIV and the growth of new incidence in our TGA. It is also a valuable tool for providers who use the data to prepare alternate funding applications. The application can also be found on the Council's web site. Adrienne said that we do not receive the score on our application until HRSA had made all final awards of the Part A funds.</p> <p>3. <u>FY11 Contract Update</u>: Adrienne Rogers, Fiscal Agent, shared that the AIDS Housing Alliance is closing its hospice program in January 2012. However, there may be other hospice providers applying for the current RFP funding cycle. Last year the Council approved an alternate funding scenario that eliminated funds for hospice if we received a 10% reduction in total funding. Michael Ungeheuer offered clarification on what a hospice was and its importance. Adrienne said Sutter has a hospice. She said we will have six months to see if there are similar resources available for consumers who need this service. Bob Kamrath said hospice should not be a "long term" care effort. It wasn't intended to be that way but he has learned that some people are staying in hospice for years. Adrienne said Medicare funds the actual medical portion of hospice services (nurses, social workers, and care and treatment) but our Ryan White funds provide the facility cost or "beds" for the client as well as the full-time house manager. She said clients used to enter hospice when they were close to dying but due to good healthcare in the facility, their health outcomes have improved and they are living longer. These clients should be transitioned out to more traditional housing when this occurs. Jon Adler said there is a severe lack of hospice care and people should be expected to be transitioned out of hospice when health improves.</p>
Committee/Work Group Monthly Reports	<p>1) Administrative Assessment Committee (AdAC): Met on 11/18 to complete the 1st and 2nd Quarter Administrative Review. Susan said everything looked in order but the work plan task needed to be delayed due to all of the information not being available. Since HRSA's awards were not received until August, some of the Conditions of Awards and terms required were not yet due. Therefore, this part of the assessment tool was moved to be reviewed in the third quarter review.</p> <p>2) Affected Communities Committee (ACC): (Ronnie Castillo absent). ACC has been participating in various outreach events. Members are encouraged to come participate in these outreach events. The ACC has a work plan, and Angelita Hogg-Rivera is interested in heading next year's World AIDS Day events for the Planning Council.</p> <p>3) Executive Committee (Exec): No meeting. Priorities and Allocations Committee (PAC): No meeting in December. Susan Farrington, Chair,</p>

Topic	Minutes
	<p>encouraged members to join the Committee.</p> <p>4) Executive Committee: Michael said there was discussion at Executive on how to recognize committee members' work. It has been done different ways. It was proposed to have Council come up with examples of how contributions of council members could be recognized. The Executive Committee members will prepare a draft by February or March to begin discussion on a formal policy for member recognition. It was also discussed at Executive what should be done in the event a Chair was incapacitated. Michael felt that it should be up to the Committees to decide how to reach to this.</p> <p>5) Governance: No meeting.</p> <p>6) Needs Assessment Committee (NAC): Angelita presented a draft Work Plan for CY 2012 for the NAC. Their focus this year will be to do a mini-survey on out-of-care clients. Motion to accept Nac Work Plan for 2012 Rivera; Second: Rogers. Approved Unanimously</p> <p>7) Quality Advisory Committee (QAC): QAC is continuing to review standards to ensure they are current. Angelita presented the Committee's 2012 Work Plan. Motion to accept QAC 2012 Work Plan: Hogg-Rivera; Second: Farrington. Approved Unanimously</p>
Public Comments	<p>Michael Ungeheur discussed the changes that are occurring at the El Dorado County Dept of Health and Human Services. These changes include a partial consolidation of Public Health and other department.</p> <p>2.) Arvin said the State Office of AIDS has a consumer advisory committee. Information about the committee can be found on their new SOA website. The SOA contact person for this committee is interested in presenting at one of our upcoming council meetings.</p> <p>3.) Peter Simpson expressed his concern about the lack of needle exchange programs in Sacramento. He said we have not collected enough resources for syringes. He wants the Council to address this gap in service. Adrienne said there is a Congressional legislation about to be signed that will once again ban federal funds for needle exchange programs.</p>
Adjournment	Next meeting, January25, 2012, 10-12 noon, at CARES

Minutes Distribution:

- HIV Health Services Planning Council
- www.sacramento-tga.com Upon approval at December 2011 meeting

Action Item	Assignee	Referred	Due Date
Follow-up on Governance request	Michael Ungeheuer	10/27/11	12/14/2011