

**HIV Health Services Planning Council**  
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**Planning Council Minutes 11/28/2007**

**Members Present:** Skip Anderson, Trina Bloom, Dave Casey, Ronnie Castillo, Debra Drayton, Mahara Leong, John Mercial, Hurley Mercial, Kane Ortega, William Puryear, Adrienne Rogers, Michael Ungeheuer

**Members Absent:** Rhonda Carr, Peter Feeley, Marva Fields, William Green, Rick Myers, Clarissa Poole-Sims, Craig Spatola

**Members Excused:** Gary Myerscough, Gary Parent,

**Notified Staff Prior to Absence:** Vivian Belmusto,

**Guests:** Dewana Hale (12 Step Transitionals), Helen Santos (Rx Staffing AIDS Project)

**Staff & Advisory Present:** Jon Benorden, Sara Wolf

AGENDA ITEM	DOCUMENT	DISCUSSION	MOTION/ACTION
1. a. Introductions b. Adopt Agenda c. Approve Minutes d. Reappointment of members e. Staff announcements	Agenda Meeting Notes 10/24/2007	<p><b>AGENDA:</b> Adrienne Rogers will do the Part A Application Training in the absence of Lili Joy. Discussion about membership with the CAEAR Coalition to be added to the agenda.</p> <p><b>MINUTES:</b> Discussion was had regarding the open Vice Chair position. It will be left open until membership levels have increased or otherwise needed. First priority is filling the vacant council seats.</p> <p><b>REAPPOINTMENT OF MEMBERS:</b> Reappointment of two members: Dave Casey and Gary Parent. A Nominating Committee is needed to go over the new applications that have come in for Council Membership. Bill, John, Kane, Debra D. and Skip showed interest in being a part of the committee.</p> <p><b>STAFF ANNOUNCEMENTS:</b> Dinner with Dietician, Monday December 17<sup>th</sup>, 6-7:30 PM at CARES, 2<sup>nd</sup> Floor. Volunteers needed to help set up at 1PM. Nominating Committee needed to start reviewing applications and begin interviewing process. Articles are needed for the POSITIVE ADVOCATE 1<sup>st</sup> Quarter Issue for 2008. Jon Benorden needs the articles by Friday, December 21<sup>st</sup>. If any council members are interested in attending a conference that will benefit the HHSPC in 2008, please submit information/request to Jon Benorden by Friday, December 28<sup>th</sup>. An Evening With Oscar – fundraiser for Capital City AIDS Fund will be February 24<sup>th</sup>. Tickets are \$125 or a table of ten for \$1,250.</p>	<p><b>M/S (Kane/John M)</b> to adopt the revised agenda; approved.</p> <p><b>M/S (Bill/Trina)</b> to approve the revised minutes; approved.</p> <p><b>M/S (Skip/Kane)</b> to reappoint two members</p>
2. Member Training – Part A Application Training		<p>Adrienne Rogers facilitated the training on the Part A Application (Supplemental Award). This document should be read thoroughly by members, especially the Demonstrated Need section and the Implementation Plan, as this provides a clear sense of the demographics and need within the TGA and acts as a guide for the Planning Council’s activities in the upcoming year. It was noted that the application reports only the number of AIDS cases, not the number of HIV cases as the number of AIDS cases is accurate and HIV cases are underreported in the TGA. The Demonstrated Need section</p>	

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		<p>accounts for 34 out of 100 points and provides a description of emerging populations with special needs. Adrienne walked members through Attachments 1, 3, and 4, the Budget, Service Priorities, and Epidemiology, respectively. One group of focus is the aging population; the largest portion of the population is over 45 and includes more referrals for care due to aging, thus increasing the cost of their care. Over the last ten years, there was an increase in the number of women of childbearing age, Hispanics, and IDU. Further noted that the number of living AIDS cases has declined due to improvements in care as well as deaths. The application sent to HRSA included an error in the percentage of MSM's who are out of care; that information has been corrected in members' copy of the application. The State is working to have the names based reporting system mature by 2009 to coincide with the legislation sunset. Approximately \$2 million has been allocated to enhance surveillance reporting, including hiring more surveillance staff. If name based reporting does not accurately reflect the epidemic in the state, California will lose millions in federal funding after reauthorization. Members were encouraged to read the application and contact Adrienne with any questions about the content.</p>	
3. Fiscal Agent Report		<p>Adrienne Rogers went over the Fiscal Agent Report. The Sacramento TGA is currently at 55%, should be at 58%. One month of invoices are missing from El Dorado and Placer Counties. Due to vacant positions over the past year, the Planning Council is significantly under spent. This cost savings will be moved to pay for permanent capacity building and to cover Lili Joy.</p>	<p><b>M/S</b> (Bill/Kane) to approve the monthly report; approved.</p>
4. CAEAR Coalition Membership		<p>Gary Parent attended the CAEAR Coalition Business Meeting in Washington DC which was an opportunity to meeting with HRSA officials and members of Congress to discuss the recent reauthorization and the future of the Ryan White program. At a previous meeting, members discussed joining the CAEAR Coalition. Due to restrictions in use for the Ryan White funding, the Planning Council will need to engage in fundraising to acquire money needed for membership fees. Additionally, the Planning Council may need to advocate to the Board of Supervisors for permission to join the Coalition if this conflicts with the County advocacy guidelines.</p>	<p><b>M/S</b> Adrienne/Kane to become members of CAEAR; approved (1 opposed; 1 abstain)</p>
5. Committee and Work Group Reports	<p>FY2006 Client Survey Results FY07/08 Directives</p>	<p><b>PAC</b> – No report.  <b>AdAC</b> – No report.  <b>ACC</b> – December 17<sup>th</sup> is the Holiday Dinner w/ Dietician (volunteers needed to help set up at 1PM). Bill, Clarissa, and Gary went to the California HIV Planning Group Conference here in Sacramento where they met the new Executive Director of the Office of AIDS (Dr. Roland). Dr. Troia will be doing a presentation on the newest medication during the January meeting. World AIDS Day event on Friday, Nov. 30<sup>th</sup>.  <b>GOV</b> – No report.  <b>NAC</b> – No report.  <b>QAC</b> – Client Survey Results from FY2006 were reviewed by members at the last</p>	<p><b>M/S</b> (Skip/Kane) to approve the General Directive #1; approved.</p>

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		meeting. Staff tasked with researching if El Dorado county was included on these surveys. Members also revised General Directive #1 to address duplication of services provided through Ryan White & State CMP & Medi-Cal Waiver Program. General Directive #1 (stop duplication of services) was discussed.	M/S (Michael/Kane) to approve revised General Directives #1; approved.
6. Public Announcements		None.	
7. Adjourn		<b>Next Meeting: January 23, 2008, 10:00AM-12:00PM, CARES, 1500 21<sup>st</sup> Street, Sacramento</b>	