

**HIV Health Services Planning Council**  
**www.communitycouncil.org ~ (916) 447-7063**

**Planning Council Minutes 02.27.08**

**Members Present:** Skip Anderson, Jim Austin, Trina Bloom, Rhonda Carr, Debra Drayton, Marva Fields, Bob Kamrath, Jeff Koertzen, Mahara Leong, Hurley Mercial, Gary Myerscough, Kane Ortega, Gary Parent, William Puryear, Adrienne Rogers, Craig Spatola, Michael Zlata

**Members Absent:** Vivian Belmusto MD, Dave Casey, Ronnie Castillo, Peter Feeley, John Mercial, Clarissa Poole-Sims, Michael Ungeheuer

**Members Excused:**

**Notified Staff Prior to Absence:** Ricky Myers

**Guests:** Teresa Bowman (Oak Park Outreach), Susan Farrington (Sierra Foothill AIDS Foundation), Nora Mounce (Sierra Foothill AIDS Foundation), Helen Santos (Rx Staffing AIDS Program)

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

AGENDA ITEM	DOCUMENT	DISCUSSION	MOTION/ACTION
1. a. Introductions b. Adopt Agenda c. Approve Minutes	Agenda Meeting Notes 01.23.08		<b>M/S</b> (Gary M/Hurley) to adopt agenda; approved. <b>M/S</b> (Gary M/Bill) to approve minutes; approved.
2. Member Training – Adrienne Rogers		Adrienne Rogers, Fiscal Agent, gave a presentation on the Fiscal Year Spending and the Grant Award. (Please ask staff for copy of presentation.)	
3. Fiscal Agent Report	Monthly FA Report	Expenditures should be at 83%. <u>Sacramento County</u> is at 75.56% (Missing Hospice Billings for Dec. 2007 from AHA) <u>Alpine/El Dorado Counties</u> are at 59.75% (Missing Dec. 2007 invoices) <u>Placer County</u> is at 60.78% (Missing Dec. 2007 invoices) Formula money has all been spent. Board of Supervisors approved the Board Letter. Adrienne as the 3-year contracts already with the providers...and we are in year one already. Agencies will get 85% of their funds, and after the allocations are done, they will get the rest. Adrienne announced that she should receive our award notice very soon.	<b>M/S</b> (Gary M/Kane) to approve the monthly report with correction to Sac Cty Substance Abuse Services Residential %; approved.
4. Committee and Work Group Reports	Training Calendar	<b>AdAC</b> – No report. <b>ACC</b> – The monthly meeting time has been adjusted so the group could attend the Dinner With Dietician event. Meeting time is now 4:00 PM – 5:30 PM. The Executive Committee approved the training calendar. The KVIE phone bank was cancelled due to lack of participation. <b>PAC</b> – No report. <b>GOV</b> – No report. <b>NAC</b> – Committee is preparing for the Needs Assessment Survey that will be occurring	

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		<p>in the upcoming months. Committee also discussed using the QDS software/equipment to administer the test. Will have to wait until FA decides where the money will come from to purchase the QDS software/equipment and also pay for training.</p> <p><b>QAC</b> – Committee discussed the distribution of the Client Satisfaction Survey Postcards. The decision was to distribute the following: Medical Case Management (200), Child Care (16), Dental (20), Transportation (40), Treatment Adherence (20), Housing (12), Support Group (20), Mental Health (50).</p>	
5. Public Announcements		<p>Staff announced that the Sacramento County Deputy Clerk has sent out Form 700 to everyone. It needs to be mailed back to the County and not to Staff, by April 1<sup>st</sup>.</p> <p>Staff announced that HHSPC is trying to save costs with printing and postage. If you are able to receive documents by email and print them yourself, it would be appreciated. For those who do not have email or printers, Staff will continue to mail hardcopies to them.</p> <p>Kane Ortega will be participating in the March of Dimes Walk. If you are interested in donating to this worthy cause, please go to: <a href="http://www.marchforbabies.org/kaneortega">www.marchforbabies.org/kaneortega</a> or contact Kane directly.</p> <p>Staff announced that the organizing committee for the RW All Titles Training in August would like to have pictures of our TGA so they could use them during the plenary sessions. If members are interested, please stay after the meeting.</p>	
6. Adjourn		<p><b>Next Meeting: March 26<sup>th</sup>, 2008, 10:00AM-12:00PM, CARES, 1500 21<sup>st</sup> Street, Sacramento</b></p>	