

HIV Health Services Planning Council
EXECUTIVE COMMITTEE
 Meeting Notes – January 10th, 2008

Members Present: Bill Puryear, Gary Parent, Peter Feeley
 Members Absent: Dave Casey, Adrienne Rogers, Craig Spatola
 Members Absent, Notified Staff: Michael Ungeheuer
 Staff & Advisory: Jon Benorden, Paula Gammel

AGENDA ITEM	DOCUMENT	DISCUSSION	ACTION/TASK
1. Announcements		Jon asked that everyone start thinking of whom in the community they would like to have invited to be part of our upcoming forums for open comment on the Comprehensive Plan.	
2. Adopt Agenda	Agenda	Jon wanted to add CAER Coalition as part of 2a. <u>2a. CAER Coalition:</u> Jon discussed the latest update on HHSPC's participation with the CAER Coalition. Leslie McFadden, Legislative Advocate with Sacramento County, informed Sara that the county counsel has concluded that any membership in a federal advocacy group requires BOS approval. The HHSPC should get a time set on the BOS agenda and Leslie will be in contact with Jimmie Yee's office since he is the new chair of the Board. She will also ask the county counsel if someone from the HHSPC can speak during her legislative update on January 22 nd . If she does bring it forward, there has to be a staff report done. Gary will speak on behalf of the HHSPC.	M/S (Bill/Peter) to approve agenda with changes; approved.
3. Approve Minutes	Minutes 12.13.07	Dr. Troia's name was misspelled once and Kane's name was misprinted as "Kale" in the minutes.	M/S (Bill/Peter) to approve minutes with changes; approved.
4. FA Report	November 2007	Expenditures should be at 75%. <u>Sacramento County</u> is at 62% (No missing invoices.) <u>Alpine/EI Dorado Counties</u> are at 60% (No missing invoices.) <u>Placer County</u> is at 61% (No missing invoices.) Yolo County contract is pending. Paula noted that 01.10.08 was the due date for invoices and we should notice a lot more \$ used up next month. Gary asked about how PCRS was being funded and when will it start being paid out. Paula said that Adrienne would be the best person to answer that question.	M/S (Bill/Peter) to adopt the monthly report as presented with discussion; approved.
5. Committee Reports	QDS Info Allocation Scenario	<u>Administrative Assessment Committee</u> – No report. <u>Affected Communities Committee</u> – ACC has been working on the 2008 work plan, the Outreach Calendar, and the HHSPC Calendar. They have also changed their meeting time to be 4:00 PM – 5:30 PM on the 1 st Monday of the month so that they can participate in the Dinner with the Dietician program at CARES (they had changed their time due to evening clinic hours being eliminated). Bill will be looking into ACC participating again with the KVIE phone bank in March. <u>Governance Committee:</u> No report. <u>Needs Assessment Committee:</u> Paula discussed more about the Questionnaire Development System (QDS) and how it would be useful to any survey's HHSPC implements. <u>Priorities and Allocations Committee:</u> Peter discussed the process that the PAC did with the allocation scenarios. It was suggested by Adrienne to do a 'flat funded' allocation scenario. PAC will revisit the scenario again when the award amount is given. <u>Quality Advisory Committee:</u> Group is working on their 2008 work plan and will be moving	

		forward with distributing the postcard surveys to collect service category data from clients.	
6. Questionnaire Development System (QDS)		Discussed during NAC update.	
7. Set Planning Council Meeting Agenda for 1.23.08	Proposed agenda for 1.23.08	Add QDS discussion under NAC Report. Add Comprehensive Plan Update/Discussion.	M/S (Peter/Bill) to approve agenda with changes; approved.
8. Adjourn			Next meeting: February 14 th , 2008.