

HIV Health Services Planning Council  
**PRIORITIES AND ALLOCATIONS COMMITTEE**  
 Meeting Notes: 05.07.08

**Members Present:** Lisa Ashley, Chelle Bergthold, Dave Casey, Susan Farrington, Peter Feeley, Mireya Herrera-Bayard, Gary Parent, Lynell Clancy

**Members Absent:** Debra Drayton, Hurley Merical, Valerie Peterson, Gary Myerscough, Kane Ortega

**Absent, Notified in Advance:**

**Guests:**

**Staff & Advisory Present:** Adrienne Rogers, Paula Gammell, Sara Fung

AGENDA ITEM	DOCUMENT	DISCUSSION	MOTION/ACTION
1. Introductions / Announcements / Public Comment		<ul style="list-style-type: none"> <li>• Mireya announced that the Women of the Year Awards will be held by Sunburst Projects on Tuesday, May 13, 2008 from 11:00 to 12:30 at Casa Gardens Restaurant.</li> <li>• The STD Overview for Non-Clinicians will be held on Thursday, June 26<sup>th</sup> from 8:30 am to 4:30 pm at Sierra Health Foundation.</li> <li>• The next HIV Medical Update will be held at UCDMC on May 7 from 7:00 pm to 9:00 pm.</li> <li>• The CA Medicare Coalition will host a public forum on Medicare and Medi-Cal on May 8<sup>th</sup> from 10:00 am to noon at the Coloma Community Center Auditorium.</li> <li>• The CARES Luau will be held on Saturday, June 14 at 6:00 pm. Tickets cost \$55 in advance.</li> <li>• Ronnie Castillo, Dave Casey, and Gary Parent took a tour of Colonial San Martin with Peter Feeley. The project is impressive and is moving forward according to schedule.</li> <li>• The August Provider's Caucus will feature a training titled "Caring for the Caregiver" and will be held at CARES. CEUs are available for participants. Member recommended providing this training at a future Planning Council meeting.</li> <li>• Riders in the NorCal AIDS Challenge will leave Folsom on Thursday, May 15<sup>th</sup> and arrive at the Capitol on Sunday, May 18<sup>th</sup> at noon. 50 riders and 30 crew members are participating in this year's event. Over \$107,000 has been raised through the website thus far. CARES is organizing a health fair to welcome home the riders and crew on Sunday.</li> <li>• Registration for the AIDS Run/Walk is open.</li> </ul>	
2. Agenda	Agenda		M/S (Chelle/Lynell) to approve agenda; approved.
3. Meeting Notes	04.02.08 minutes	Request change to item 2: Agenda. It currently reads, "Adrienne does not have the "Year End Financial Report" available – needs to be removed." This should be revised to, "Adrienne does not have the "Year End Financial Report" available – item 4a. Year End Financial Report should be removed from the agenda."	M/S (Chelle/Mireya) to approve minutes with revisions; approved.
4. Fiscal Agent Reports a. Carry Over Process and Recommendations b. Year end financial report*	Fiscal Agent Report	The year end financial report will be available for review in the next few months. The Fiscal Agent is currently updating contracts to accommodate provider under- and overspending as well as working to resolve internal systemic problems with billing and accurately reconciling FY07 expenditures. Adrienne estimates that approximately \$13,980 is remaining, \$960 in Part A with the remainder in Part B. These numbers are not final and may change as contracts are revised and billing is updated.	

AGENDA ITEM	DOCUMENT	DISCUSSION	MOTION/ACTION
c. Update Re: Award		The Part B award for FY2008 was received in late April. The TGA was awarded \$35,000 more than in FY2007. At the April Planning Council meeting, Adrienne suggested that \$33,000 remain unallocated until reallocation occurs in the fall.	
5. Establish Service Funding Allocations for 2008-09*		Members considered Adrienne's recommendation that \$33,000 in direct services remain unallocated until reallocation at the end of the year.	M/S (Lynell/Mireya) to recommend to the Planning Council that \$33,000 in Part B funds remain unallocated until the end of 2008; approved (4 Yes,1 Abstain).
6. Other		<p>Members agreed to set the FY08 priorities and allocations at the June meeting to better accommodate the grant application process and to dovetail with the release of the 2008 Needs Assessment.</p> <p>Paula provided an update on the FY08 Needs Assessment. NAC continues to work with the FA on the purchase of QDS software to reduce future data collection and analysis costs. A full needs assessment will not be completed by June; the committee will be doing a mini needs assessment in the jail this year. There are 30 HIV+ inmates in the jail that can be surveyed by the end of June. Staff will be working with LPC consultants to transition the datasets from prior needs assessments to the County's Epidemiology Department for storage and ongoing analysis.</p>	
7. Adjourn			Next meeting: June 4, 2008.