



HIV PLANNING COUNCIL

<http://www.ochealthinfo.com/public/hiv/index.htm>

Wednesday – September 12, 2007

COUNTY OF ORANGE DATA CENTER

1400 S. Grand Avenue, Santa Ana

MINUTES

Approved with Corrections

Chair: Miles Wood

Recorder: Kenny Gould

Co-Vice Chair: Jerry Lail

Members Present: Clayton Chau, Mitch Cherness, Andy Encinas, Donna Fleming, Kelly Gomez, David Guzman, Jerry Lail, Shelly Lummus, Johnny Nguyen, Liz Pejeau, Therese Ploof, Christopher Ried, Gerardo Rosas, Alan Witchey, and Miles Wood

Affiliates Present: Steven Power and Modesto Vasquez

Members Absent: Amanda Acabeo, Linda Foster, Josie Lopez, Martin Salas, and Jeremiah Tilles

Staff: Jane Chai, Sarah Corella, Kenny Gould, Tamara Jones, Calandra Park, and Colleen Van Winkle

Guests: Frank Cabrera (REACH), Terry Delonas, Anthony Flores, Rosalia Galvan (Delhi), Patrick Jarzombek, Scott Kight, Jonathan Kostka, Elizabeth Mediano (APAIT), Albert Rhode, George Smith (ASF), Jason Tran (APAIT) and Liz Voelkert (State Office of AIDS)

Item I. Call to Order:

The meeting was called to order at 6:18 p.m. by Miles Wood.

Item II. Welcome & Introductions:

Miles Wood welcomed all in attendance and asked the members and guests to introduce themselves. The Pledge of Allegiance was conducted. A moment of remembrance was held. A quorum was established.

Miles Wood introduced Dr. Michelle Roland, Chief of the State of Office of AIDS. Dr. Roland discussed her background in HIV/AIDS and answered questions from members and guests.

Item III. Approval of Agenda:

The Council approved the agenda by consensus.

Item IV. Approval of August 8, 2007 minutes:

The minutes from August 8, 2007 were approved by consensus.

Item V. Public Comment:

There was no public comment.

Item VI. Presentation on the Priority Setting and Allocations Process:

Miles Wood and Jane Chai provided an overview of the Orange County Priority Setting, Allocations and Planning Process for FY 2008-09 (See handout).

Item VII. Committee Reports:

A. Membership Committee: Jerry Lail announced that Angel Serrano has resigned from the Council. Jerry also announced that Mitch Cherness was approved to become a member of the Membership Committee. Jerry and Miles Wood encouraged members to renew their memberships and submit their applications by Thursday, September 20, 2007. An email was sent out to all members whose terms are ending December 31, 2007 as a reminder to renew.

B. Priority Setting, Allocations and Planning (PSAP) Committee: Miles Wood reviewed Motion #1, Approve the PSAP Committee recommendation for the FY 2008-09 Increase Funding Scenario allocations for Food Bank / Home Delivered Meals, with the Council (See handout). Miles reminded members that the Planning Council had approved the Increase Funding Scenario allocation amount of \$162,349 at the August meeting and asked that separate allocation amounts to each subcategory should be taken back to the PSAP Committee for recommendations. On August 22, 2007, the PSAP Committee decided to increase both subcategories by the same percent (14%).

The committee recommended the following increases to the subcategories of Food Bank/ Home Delivered Meals Service Category:

- Food Bank: Increase by \$11,759 to \$95,454
- Home Delivered Meals: Increase by \$8,240 to \$66,894.

The motion passed by consensus.

C. Executive Committee: Jerry Lail reported that the committee decided that the FY 2008-09 Decrease Scenario should go back to the PSAP Committee for further consideration.

Jerry also referred members to the Roberts Rules Cheat Sheet (See handout). The handout was developed to assist the chairs and members in following a consistent set of guidelines for conducting meetings utilizing Robert's Rules for all committees.

D. Housing Committee: Shelly Lummus reviewed Motion #2, Approve the Housing Committee recommendation for the FY 2008-09 Increase Scenario for Housing Allocations, with the Council (See handouts). Shelly reminded members that the Planning Council had approved the Increase Funding Scenario allocation amount of \$747,895 for the Housing service category at the August meeting and asked that the separate allocation amounts to each subcategory should be taken back to the Housing Committee for recommendations. It was noted that the PSAP Committee did not officially approve these allocations. The PSAP committee decided to delegate the task to the Housing Committee.

The committee recommended the following increases to the subcategories of the Housing Service Category:

- Transitional Housing (General Population): Increase by \$30,000 to \$161,685 in order to

maintain FY 2006 expenditures and existing client need.

- Transitional Housing (Substance Users): Increase by \$30,000 to \$222,685 in order to maintain FY 2004 expenditures and existing client need.
- Emergency Financial Assistance: Increase by \$10,000 to \$273,525 in order to maintain FY 2005 expenditures and existing client need.

The motion passed by consensus.

Shelly also stated that the Housing Committee supported PSAP's decision to allocate \$271,464 to Substance Abuse Services.

E. Client Advocacy Committee (HCAC): Kelly Gomez reported that the committee is going dark in September.

F. Prevention Planning Committee (PPC): Elizabeth Mediano reported that the committee decided to change its membership structure in order to add value to the membership seats, and to increase parity, inclusion, and representation. The committee will discuss how those changes will affect voting structure at the next meeting on September 25, 2007.

Item VIII. Break: The Council decided to take a break after Item VI.

Item IX. Staff Reports:

A. HIV Planning and Coordination:

Tamarra Jones provided the following report:

- An overview of the Ryan White first quarter (March 2007-May 2007) expenditures and service delivery information (See handout). Tamarra explained why the three-month calculated percentage of allocation target of 25% is lower than expected for some service categories. Mitch Cherness stressed the importance of expending funds due to the new HRSA requirements.
- Staff is currently working on the Ryan White Part A grant application that was just released and is due November 5, 2007.
- The Client Satisfaction Survey will be distributed this week and is due October 8, 2007. Jerry Lail inquired about the distribution of surveys and was informed that surveys will be mailed out to clients and also available at provider sites.
- As of August 2007, of the 2,155 code HIV cases, 857 cases (~40%) have been converted to name based HIV cases. In addition, 269 new HIV name cases have been reported. The goal is to have at least 2,155 name cases appropriately accounted for in Orange County by December 31, 2008, to help ensure that California will be deemed a mature name-based HIV reporting state prior to the next reauthorization of the Ryan White Act.

The Council requested that HRSA expedite the carryover funds approval process so the Council has time to allocate the funds accordingly. Tamarra Jones stated that she will pass on the request to Beth Henson, Orange County's HRSA Project Officer.

B. Contract Development and Management: Colleen Van Winkle stated that the Request for Proposals (RFP) for HIV services closed on August 27, 2007. Colleen stated that interviews with bidders will take place the second week of October. Donna Fleming requested that bidders be notified of the interview dates.

Item X.

Standing Reports:

A. State Office of AIDS:

Therese Ploof, State Office of AIDS representative, provided the following report:

- ARIES (AIDS Regional Information & Evaluation System) continues to be used by more providers in reporting more clients; as of August 21, 2007, 17,000 unduplicated clients were reported in the system. There are currently 94 providers using ARIES.
- Medicare Part D open enrollment begins in November.
- An RFP (funded by ADAP and Care Branch) for a Benefits Counseling Project will be distributed shortly.
- Therese announced Liz Voelkert will be the new State Part B representative on the HIV Planning Council. Therese stated that she has been promoted to the Chief of the ADAP Unit.

Item XI.

Member's Privilege/Announcements:

Jerry Lail distributed handouts that provided information for individuals wishing to receive regular HIV information and policy updates.

Alan Witchey announced that ASF (along with other service providers) is planning an event on Sunday, October 14, 2007 for National Latino HIV/AIDS Awareness Day. Alan also announced that MpowerOC is holding an open house on Thursday, September 13, 2007.

Mitch Cherness announced that September is Recovery Happens Month. Mitch also announced that the City of Santa Ana is opening up the waiting list for Section 8 housing.

Shelly Lummus announced that Straight Talk is holding its annual chili cook-off on September 15, 2007 from 10:00am – 5:00pm at Start House.

Item XII.

Adjournment:

Miles Wood adjourned the meeting at 8:53 p.m. until October 10, 2007.