



HIV PLANNING COUNCIL

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

Wednesday – October 10, 2007

COUNTY OF ORANGE DATA CENTER

1400 S. Grand Avenue, Santa Ana

Approved with Corrections

MINUTES

**Chair:** Miles Wood  
**Co-Vice Chair:** Jerry Lail

**Recorder:** Kenny Gould

**Members Present:** Amanda Acabeo, Clayton Chau, Mitch Cherness, Andy Encinas, Donna Fleming, Kelly Gomez, David Guzman, Jerry Lail, Shelly Lummus, Johnny Nguyen, Liz Pejeau, Jeremiah Tilles, Alan Witchey, and Miles Wood

**Affiliates Present:** Steven Power and Modesto Vasquez

**Members Absent:** Linda Foster, Christopher Ried, Gerardo Rosas and Martin Salas

**Staff:** Jane Chai, Sarah Corella, Kenny Gould, Tamara Jones, Colleen Van Winkle and Julie Webster

**Guests:** Armando Gonzalez, Alfonso Guerrero (The Center), Lorena Guerrero (Delhi), Sarah Kasman (Shanti OC), Elizabeth Mediano (APAIT), George Smith (ASF), Jason Tran (APAIT), Ricardo Velasco and Liz Voelkert (State Office of AIDS)

**Item I. Call to Order:**

The meeting was called to order at 6:12 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.

**Item III. Approval of Agenda:**

The Council approved the agenda by consensus.

**Item IV. Approval of September 12, 2007 minutes:**

The minutes from September 12, 2007 were approved (with corrections) by consensus.

**Item V. Public Comment:**

There was no public comment.

**Item VI. Committee Reports:**

A. Membership Committee: Jerry Lail announced that the committee met on October 3, 2007 to review applications for Planning Council membership. The committee decided that the Planning Council membership priorities are:

- filling mandated seats,
- unaligned consumer representation,
- community representation for individuals who are not aligned with a current or possible funded agency, and
- adding members from underrepresented provider agencies.

Jerry reviewed a handout that explained each motion:

Motion #1, Approve Recommended Renewing Applicants for Planning Council Membership, with the Council (See handout). The motion recommended that the following renewing members be recommended for Planning Council membership:

Clayton Chau, Mitch Cherness, Donna Fleming, Linda Foster, Kelly Gomez, David Guzman, Jose Lopez, Johnny Nguyen, Christopher Ried, Martin Salas and Jeremiah Tilles.

The motion passed by consensus.

Motion #2, Approve Recommended Applicants for Planning Council Membership, with the Council (See handout). The motion recommended that the following applicants be recommended for Planning Council Membership:

Alfonso Guerrero, Steven Power and Liz Voelkert.

The motion passed by consensus.

Motion #3, Approve Recommended Applicants for Affiliate Membership, with the Council (See handout). The motion recommended that the following applicants be recommended for Planning Council Affiliate Membership:

Jonathan Kostka and Patrick Jarzombek

The motion passed by consensus.

Jerry stated those applicants recommended for membership will be forwarded on to the Board of Supervisors for approval. Those applicants approved for Affiliate membership will be forwarded on to the Public Health Officer. Jerry also stated that other applications were reviewed at the meeting, however, they were not recommended for membership at this time. Applications will remain active and kept on file for 12 months.

B. Priority Setting, Allocations and Planning (PSAP) Committee: Miles Wood reviewed a handout that explained Motion #4, Approve PSAP Committee recommendation for the FY 2007-08 Minority AIDS Initiative (MAI) Allocations, with the Council (See handout). Miles stated that the Grantee originally submitted a grant application in the amount of \$470,088 to support Case Management and Outreach activities. On August 8, 2007, the Grantee reported that the actual MAI award received was \$292,945 for the MAI fiscal year 2007-08 (August – July) which will be allocated as follows (See handout):

- \$249,003 for direct services
- \$29,295 for administration
- \$14,647 for clinical quality management

Since the amount awarded was less than the amount originally requested, the PSAP Committee met

on September 26, 2007 to review the award and determine the allocation for direct services. The committee decided, by consensus, to allocate the entire amount available for direct services (\$249,003) to Case Management.

The motion passed by consensus.

Miles Wood reviewed a handout that explained Motion #5, Approve Recommended FY 2007-08 Reallocations, with the Council (See handout). On September 26, 2007, the PSAP Committee reviewed the proposed FY 2007-08 reallocations. It was noted that the committee reviewed the following information to determine the reallocations:

- Overview of Ryan White reauthorization information relating to unobligated balances
- FY 2007-08 Ryan White Quarterly Report for the period of March 1, 2007 – August 31, 2007
- Ryan White Part A FY 2007 Projections and Recommended Changes

The PSAP Committee recommended the following reallocations (Tamarra Jones and Miles Wood referred committee members to column C of a spreadsheet that summarized the PSAP approved reallocations (See handout)):

- Outpatient/Ambulatory Health Services: decrease allocation by \$135,000 to \$1,914,477 due to funding from another source for genotype/phenotype testing and due to the inability to contract with a psychiatrist.
- Emergency Financial Assistance – Medications (Drug Reimbursement / Health Insurance): increase by \$17 to \$9,017 based on provider projections.
- Case Management: decrease by \$1,563 to \$573,014 based on provider projections.
- Housing: \$57,400 (The PSAP committee agreed that the Housing Committee should be responsible for allocating the \$57,400 into any appropriate housing service categories. Please see below).
- Mental Health Services: decrease by \$2,581 to \$252,419 based on provider projections.
- Oral Health Care: increase by \$8,000 to \$258,000 for advanced oral health services.
- Food Bank / Home Delivered Meals: increase by \$30,291 to \$225,140 based on provider projections and the ability to increase food orders and vitamin orders by 423 and 500, respectively. An additional eight clients will also be added to nutritional supplements program.
- Home Health Care / Rehabilitation / Hospice: increase by \$27,836 to 132,743 based on provider projections.
- Nutritional Counseling (Medical Nutrition Therapy): increase by \$15,600 to \$35,600 to fund service close to FY 2006 level and based on the fact that allocation for services is already expended.

Miles Wood also stated that the Housing Committee met on October 1, 2007 to determine the FY 2007-08 reallocations. It was noted that the Housing Committee reviewed the Ryan White Part A FY 2007 Projections and Recommended Changes approved by the PSAP Committee which included housing projections to determine the housing services FY 2007-08 reallocations:

The Housing Committee recommended the following Housing reallocations (Tamarra Jones and Miles Wood referred committee members to column D of the spreadsheet that summarized the Housing Committee approved reallocations (See handout)):

- Housing: increase by \$43,230 to a total Ryan White allocation of \$244,324 as follows:
  - Emergency Financial Assistance: increase by \$827 to a total of \$264,352 (HOPWA allocation of \$62,431 and Ryan White allocation of \$201,921) based on provider projections to increase utility benefits;
  - Housing Coordination: increase by \$7,568 to a total of \$97,568 (HOPWA allocation of

- o Transitional Housing: General Population: increase by \$15,840 (of the \$21,808 requested) to a total of \$147,525 (HOPWA allocation of \$131,685 and Ryan White allocation of \$15,840) to increase services for seven clients with an additional 363 bed nights; and
- o Transitional Housing: Substance Users: increase by \$18,995 to a total of \$211,680 (HOPWA allocation of \$192,685 and Ryan White Allocation of \$18,995) to provide 203 additional bed nights.
- Substance Abuse Treatment/Counseling: increase by \$14,170 as follows:
  - o Residential Services: increase by \$10,000 to a total of \$211,094 (HOPWA allocation of \$201,094 and Ryan White allocation of \$10,000) for an additional 33 bed days; and
  - o Medical/Social Detox: increase by \$4,170 (of the \$9,170 requested) to a total \$21,200 (HOPWA allocation of \$17,030 and Ryan White allocation of \$4,170) to bring total allocation near the FY 2006 allocation.

The motion passed by consensus.

Liz Pejeau reviewed Motion #6, Approve Recommended FY 2006-07 Carryover Allocations to FY 2007-08, with the Council. Liz stated that the committee met prior to this evenings Planning Council meeting to review the Grantee's proposed carryover request of \$134,831. The PSAP Committee recommended the following carryover allocations:

- Housing: increase by \$5,968 to a total allocation of \$250,292 as follows:
  - o Transitional Housing: General Population: increase by \$5,968 to a total allocation of \$21,808 in order to increase services for an additional three unduplicated clients and 137 additional bed days
- Oral Health Care: increase by \$43,133 to a total allocation of \$301,133 in order to meet unmet needs of clients on the waiting list
- Substance Abuse Tx/Counseling: increase by \$43,989 to a total allocation of \$58,159 as follows:
  - o Residential Services: increase by \$38,989 to a total allocation of \$48,989 in order to cover contracted costs for services
  - o Medical/Social Detox: increase by \$5,000 to a total allocation of \$9,170 in order to bring allocation to FY 2006 level and allow services for two additional unduplicated clients
- Quality Management: increase by \$6,741 to a total allocation of \$240,427 in order to cover the 5% carryover request
- The PSAP Committee decided that the remaining \$35,000 would be put into a "parking lot" in order to be revisited at the next meeting. Service providers will submit proposals for how they may expend funds up to \$35,000.

Discussion ensued about the Grantee not having enough time to amend contracts and have the remaining \$35,000 spent by the end of the fiscal year.

Consensus was blocked. A vote was taken: 0 Yes, 14 No, 1 Abstain. The recommended motion failed.

Clayton Chau put forward a new motion to approve the proposed carryover request with the extra \$35,000 allocated to Oral Health Care (\$78,133 allocated to Oral Health Care for a total allocation of \$336,133). Jerry Lail seconded the motion. Discussion ensued about how the money would be spent in such a short period of time. The motion passed by consensus.

C. Executive Committee: Miles Wood stated that the committee reviewed the finalized Evaluation of the Administrative Mechanism (EAM) survey results. Miles and Jerry Lail stated that the Executive Committee felt the results of the survey were generally positive and that there is no need for the Grantee to formulate a response. A copy of the EAM results will be available upon request or at the next Planning Council meeting. Tamarra Jones stated that any further clarification or discussion regarding the EAM would be welcomed by the Grantee.

D. Housing Committee: Shelly Lummus stated that the committee continues to review the Housing Plan and look at steps for addressing the "Critical Issues and Recommendations" section.

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

F. Prevention Planning Committee (PPC): Elizabeth Mediano reported that the committee decided to change its membership structure by creating twenty designated seats that represent different membership categories. A brag book was also developed to list some of the PPC's accomplishments. The committee also decided to stop development of the outreach calendar but the Outreach Subcommittee and staff will make every effort to communicate with the community about any outreach efforts/activities and collaborate as needed.

**Item VII. Break:**

**Item VIII. Staff Reports:**

**A. HIV Planning and Coordination:**

Tamarra Jones provided the following:

- An update on the Client Satisfaction Survey, indicating that there were pros and cons to the distribution of the survey from the Grantees office and that preliminary results should be available at the next meeting.
- There was a presentation, "HIV in the Vietnamese Community", on Saturday, September 22, 2007. The presentation was well received by the Vietnamese Physicians Association of Southern California. A provider survey was also distributed, and results will be shared at a future meeting.
- Assembly Bill 682 is still awaiting the Governor's signature. This bill would allow routine HIV testing unless a person specifically declines. HIV Planning and Coordination is developing an information packet to be mailed to all health care providers including the PPC Prevention Resource Guide as an attempt to provide a referral service for testing.
- The HIV Surveillance department has received additional funding of \$108,000 a year for the next three years.
- The Grantee received additional Part B funding of approximately \$171,000 a year for the next three years. The funds are primarily available for prevention with positives and partner notification services but may be allocated to Ryan White service categories.

B. Contract Development and Management: Colleen Van Winkle stated that the RFP evaluation panel interviews will be finished by next week and it will be another two to three weeks before the results are finalized. Contract amendments due to reallocations will begin immediately.

**Item X. Standing Reports:**

A. State Office of AIDS:

Liz Voelkert, State Office of AIDS (SOA) representative, provided the following report:

- SOA will be reallocating \$10.53 million dollars worth of Part B funds.
- Medicare Part D open enrollment is from November 15, 2007 to December 31, 2007.
- ARIES (AIDS Regional Information & Evaluation System): as of October 8, 2007, 18,500 unduplicated clients were reported in the system.
- Liz distributed handouts that gave a comparison of HIV reporting by county in California.

**Item XI. Member's Privilege/Announcements:**

Miles Wood announced that nominations for officers will be held at the November 14, 2007 meeting.

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.

Shelly Lummus announced that Straight Talk is holding its annual haunted house October 27-31, 2007.

Donna Fleming reminded members that the MSI (Medical Services Initiative) program is still accepting applications. The program is accepting 3,000 people and only 500 have been admitted so far. Mitch Cherness also stated that an employee is available at the 17<sup>th</sup> street clinic Mondays and Wednesdays from 8:00 a.m. – 4:00 p.m. to answer questions regarding MSI.

**Item XII. Adjournment:**

Miles Wood adjourned the meeting at 8:15 p.m. until November 14, 2007.