



HIV Planning Council

HIV PLANNING COUNCIL

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

Wednesday – December 10, 2008

COUNTY OF ORANGE DATA CENTER
1400 S. Grand Avenue, Santa Ana

MINUTES

Chair: Miles Wood

Recorder: Kenny Gould

Members Present: Amanda Acabeo, Clayton Chau, Mitch Cherness, Dianna Daly, Donna Fleming, Linda Foster, Kelly Gomez, Jerry Lail, Josie Lopez, Shelly Lummus, Sylvia Mata, Steven Power, Martin Salas, Elizabeth Styffe, Jeremiah Tilles and Miles Wood

Affiliates Present: Renee Austin, Tony Barnett and Jonathan Kostka

Members Absent: Andy Encinas, Rosie Galvan, Alfonso Guerrero, David Guzman, Christopher Ried and Liz Voelkert

Staff: Jane Chai, Sarah Corella, Iris Corpus, Kenny Gould, Tamarra Jones, Kevin Reilly, Colleen Van Winkle and Julie Webster

Guests: Martin Becerra, Shawn Coakley, Alexis McLeod (Public Law Center), Patrick Singer (Gerry House), George Smith (ASF) and Christina Weckerly-Ramirez (REACH) and Phil Yaeger (ASF)

Item I. Call to Order:

Miles Wood called the meeting to order at 6:11pm.

Item II. Welcome & Introductions:

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

Item III. Approval of Agenda:

Tamarra Jones requested that the ARIES Presentation be removed as an agenda item and replaced with FY 2008 reallocations. The FY 2008 Housing reallocations, agenda Item VIII, would be included in the new agenda item for FY 2008 reallocations. The Council agreed by consensus to revise the agenda.

Item IV. Approval of November 12, 2008 minutes:

Linda Foster put forward a motion to approve the October 8, 2008 minutes. Dianna Daly seconded the motion. The motion passed by consensus.

Item V. Public Comment:

Paul Simons of the Tarzana Treatment Center reported his concerns about the termination of the agreement for the provision of HIV services between the County of Orange and Tarzana Treatment Center. Handouts were distributed.

Shawn Coakley distributed handouts regarding the Positive Life Force program.

Dr. Rowell discussed Tarzana Treatment Center's psychiatric services.

Item VI. Planning Council Chair and Vice Chair(s) Elections:

Miles Wood was nominated as Chair and Jerry Lail was nominated as Vice Chair at the last meeting. Staff reported that there were no new nominations received since the last meeting. Jerry Lail encouraged new nominations for another Vice Chair of the Council. Kelly Gomez nominated Shelly Lummus as Vice Chair and she accepted. Jeremiah Tilles put forward a motion to approve Miles Wood as Chair of the Planning Council. Josie Lopez seconded the motion. The motion passed by consensus. Jeremiah Tilles put forward a motion to approve Jerry Lail and Shelly Lummus as Vice Chairs of the Planning Council. Dianna Daly seconded the motion. The motion passed by consensus. It was noted that the election of the Chair and Vice Chairs will be pending until their membership renewal has been approved by the Board of Supervisors.

Item VII. Review Comprehensive Plan Executive Summary:

Jane Chai reviewed the Executive Summary of the 2009-2011 Comprehensive HIV Services Plan with the Council (see handout). Any suggested changes to the Executive Summary can be sent to staff. Staff will submit Comprehensive HIV Services Plan with any recommended changes by due date on January 5, 2009.

Item VIII. FY 2008 Reallocations:

Tamarra Jones reviewed a handout with the Council that outlined the FY 2008 reallocations (see handout). It was noted that the Council can make changes to the reallocations recommended. Discussion ensued about allocating more money to Food Bank and Medical Transportation Services. Linda Foster put forward a motion to approve the Grantee's FY 2008 reallocations recommendations. Steven Power seconded the motion. Clayton Chau put forward an amended motion to reallocate \$10,000 from Mental Health Services to Food Bank. Both Linda Foster and Steven Power accepted the amended motion. The motion passed by consensus. The following bullet points outline the FY 2008 Reallocations (only those service categories with a decrease/increase in reallocations are noted. see handout):

- Outpatient/Ambulatory Health Services (Priority #1): Increase by \$65,000 to a total allocation of \$2,194,372 as follows:
 - Ambulatory Primary Care: Increase by \$15,000 to a total allocation of \$1,759,857 based on a \$5,000 increase to the initial \$10,000 allocation approved by the Council on September 10, 2008. The increase will serve 10 additional clients.
 - Specialty Medical Care: Increase by \$50,000 to a total allocation of \$414,515 based on increased utilization and complexity of specialty medical services. The increase will provide 100 additional visits to 50 additional clients.
- Medical Case Management (Priority #3.1): Decrease by \$44,214 to a total allocation of \$770,005 as follows:
 - Medical Case Management: Decrease by \$16,652 to a total allocation of \$522,054 based on projected underexpenditures and \$10,393 in savings due to maximizing of FY 2007 MAI Funds.
 - MAI Case Management: Decrease by \$27,562 to a total allocation of \$247,951 based on projected underexpenditures.
- Mental Health Services (Priority #5): Increase by \$10,256 to a total allocation of \$262,308 based on increased utilization and complexity of Mental Health Services.
- Oral Health Care (Priority #6): Decrease by \$10,000 to a total allocation of \$330,000 based on delays in contracting for additional services.
- Home Health Care / Home and Community-Based Health Services / Hospice / Rehabilitation (Priority #13): Increase by \$10,000 to a total allocation of \$146,516 based on reallocation approved by the Council on September 10, 2008.
- Health Insurance Premium and Cost Sharing / Emergency Financial Assistance: Medications (Priority #2): Decrease by \$3,046 to a total allocation of \$11,954 based on decreased utilization of service.
- Non-Medical Case Management (Priority #3.2): Decrease by \$57,765 to a total allocation of \$532,847

- based on projected underexpenditures.
- Housing (Priority #4): Increase by \$30,397 to a total allocation of \$748,292 as follows:
 - Emergency Financial Assistance (EFA): Housing Costs: Increase by \$36,339 to a total allocation of \$299,864 in order to serve an additional 136 clients with 144 EFA payments.
 - Housing Coordination: Decrease by \$8,353 to a total allocation of \$81,647 based on savings due to staff restructure.
 - Transitional Housing: General Population: Increase by \$2,411 to a total allocation of \$154,096 in order to serve 10 additional clients with 250 additional bed nights.
- Medical Transportation Services (Priority #8): Increase by \$10,000 to a total allocation of \$267,670 as follows:
 - General Population: Increase by \$10,000 to a total allocation of \$184,945 based on reallocation approved by the Council on September 10, 2008.
- Substance Abuse Tx / Counseling (Priority #9): Increase by \$10,000 to a total allocation of \$285,294 as follows:
 - Residential Services: Increase by \$10,000 to a total allocation of \$258,264 based on reallocation approved by the Council on September 10, 2008.
- Food Bank / Home Delivered Meals (Priority #11): Increase by \$13,000 to a total allocation of \$207,450 as follows:
 - Food Bank: Increase by \$20,000 to a total allocation of \$142,564 in order to serve 30 additional clients with 250 additional food orders.
 - Home Delivered Meals: Decrease by \$7,000 to a total allocation of \$71,886 based on decreased utilization of services.
- Independent Skills (Priority #15): Decrease by \$3,635 to a total allocation of \$21,865 based on projected underexpenditures.

Item IX.

Committee Reports:

A. Membership Committee: Jerry Lail reported that the new member orientation will be held on February 18, 2009. The committee is also planning a retreat for a Saturday in April or May. Discussion ensued about re-instituting the mentoring program for new members. The committee will also soon be implementing a work plan to address the suggestions from the Planning Council Satisfaction Survey. Donna Fleming reported that the new and renewing Council applicants were supposed to go to the Board of Supervisors for approval on November 25, 2008. Their approval has been delayed until January 13, 2009 due to an increased interest in the Council's conflict of interest policy. Jerry Lail reported that the Bylaws state that the Executive Committee may extend member terms up to three additional months in the event the Board of Supervisors is unable to approve renewing applicants by December 31.

B. Priority Setting, Allocations and Planning (PSAP) Committee: Miles Wood and Tamarra Jones reviewed the FY 2009-10 Instructions to the Grantee with the Council (see handout). The Council reviewed the handout and made the following changes:

- Under Foundational Instructions, Clinical Quality Management, section f., delete the word "assure" and revise the sentence as appropriate.
- Under Foundational Instructions, Fiscal Management, section a., include language like, "in the event of time constraints", at the beginning of the sentence.
- Under 3.1. Medical Case Management Services, Other Instructions, the last sentence should include the word "requirement" instead of "mechanism".
- Under 3.3. Case Management (Minority AIDS Initiative), include language that explains that the service is utilized as medical case management.
- Under 4.1. Short-term or Emergency Housing Payments, Special Instructions, include language like "as diagnosed by a medical doctor".

- Under 4.3. Transitional Housing General Population, Definition, “drug treatment programs” was changed to “substance abuse treatment programs”. Include “hospital” under the second part of the definition describing who can receive transitional housing. The fourth part of the definition was deleted.
- Under 6.1. Food Bank, Other Instructions, the sentence was changed to “Clients needing assistance with food stamp applications should be referred for assistance”.
- Under 14. Prevention With Positives, Definition, “and engender a spirit of perseverance” was deleted from the first sentence.

Dianna Daly put forward a motion to approve, with corrections, the FY 2009-10 Instructions to the Grantee. Clayton Chau seconded the motion. The motion passed by consensus.

C. Executive Committee: There was no report.

D. Housing Committee: Shelly Lummus reported that the committee reviewed and recommended FY 2008 reallocations for housing services at the last meeting.

E. Client Advocacy Committee (HCAC): There was no report.

F. Prevention Planning Committee (PPC): Martin Salas reported that the committee is working on the priority setting process. The committee also decided to hold the 2009 subcommittee meetings before the regularly scheduled meetings.

Item X. Break

Item XI. Staff Reports:

A. HIV Planning and Coordination: Donna Fleming referred the Council to the *Legislative Bulletin*, a publication of the County Executive Office/Legislative Affairs (see handout), which documented the Board of Supervisors support for the extension of the Ryan White HIV/AIDS Treatment Modernization Act.

Jane Chai reviewed the new event calendar on the HIV Planning and Coordination website. It was noted that the 2009 Council meetings will be held at the Public Health Services Training Center on 1725 West 17th Street in Santa Ana.

B. Contract Development and Management: Colleen Van Winkle stated the office is busy working on contract amendments.

Item XII. Standing Reports:

A. State Office of AIDS:
There was no report.

Item XIII. Member’s Privilege/Announcements:

Miles Wood and Jerry Lail distributed certificates of appreciation to members of the Council.

Dianna Daly thanked those members for attending the CalOptima World AIDS Day event.

Item XIV. Adjournment:

Miles Wood adjourned the meeting at 8:42pm until January 14, 2009.