

HIV HEALTH SERVICES PLANNING COUNCIL MEETING

Meeting Date: January 28th, 2002

Meeting Place: City Hall, The Mayor's Conference Room, room 201

Meeting Time: 4:30pm - 7:30pm

I. Call to Order

4:30pm

II. Roll Call

See Attachment A. A quorum was established.

III. Review and Approval of Agenda

The Agenda was approved.

IV. Review and Approval of Minutes

Several grammatically and informational corrections were made to the November minutes. The minutes were then approved by a majority vote and were placed into the permanent records.

V. General Announcements

- *Brad Hume* stated that in the month of December, he and *Mary Jane Wood* toured services organizations in San Mateo County, and conducted a site visit with Leland House at the request of *Norman Tanner*. Both *Brad and Mary Jane* were impressed with the County of San Mateo and the services organizations that they visited and *Brad* was impressed with Leland House.
- *Norman Tanner* invited the council members to come and visit Leland House.
- *Felicia Elizondo* stated that the individuals that work at Leland House are very dedicated.
- *Carmen Madriz* announced that she will not be renewing her membership with the council and that this was her last meeting.
- *Mary Jane Wood* announced that she will not be renewing her membership with the council and that this was her last meeting.

VI. Public Comments

Laura Thomas thanked everyone that attended the presentation by Scott Evertz.

VII. Committee Reports

A. Steering Committee

i. Needs Assessment Task Force

Steven La France and Basil Reyes gave an overview of the Needs Assessment project, reviewed the scope of work, goals, objectives, and initial design, confirmed the schedule, and elicited feedback. *See Attachment B.* *Basil Reyes* defined how the HRSA mandate will be addressed in the Needs Assessment. *Karen Wuopio* discussed why Marin is not participating in the Needs Assessment due to the fact that they just completed their own Needs Assessment and are currently in the analysis phase. *Basil Reyes* stated the importance of provider participation and what information they will be asking from them, using a four page questionnaire; most of the data from providers will be collected from REGGIE. *Catherine Geanuracos* stated that this process will minimize the burden on providers. *Basil Reyes* stated that the information collected from the providers will show the available capacity of services and the needs for services. *The council* then discussed the interviewing process.

ii. Rollover Reallocation - VOTE

VOUCHERS - Approved from this year from the carry-forward budget:

Food - \$95,000
Bus Tokens - \$25,000

Proposed purchasing additional vouchers: \$117,890
remaining from other
approved carry-forward programs (\$100k from emergency housing; \$16,640 from Quality Management; \$1,250 from assessing SA tax exempt for women w/children):
Household Goods - \$97,890 Goodwill
Food - \$20,000 Burger King and Mc Donald's

See Attachment A - Columns #2 & #3.

iii. Reduction Protocol Discussion

Russ Zellers presented and reviewed the Proposed Outpatient Substance Use Service Reductions. *See Attachment C.* *Michele Long-Dixon* announced that the General Fund budget will be presented at February's council meeting; expect a deficit. *The council* discussed that there should be alternatives for those services that are cut. *Michelle Long Dixon* discussed the budget for the City of San Francisco, it's approval, and the CARE award. *Catherine Geanuracos*

announced that the Steering Committee will discuss the reductions at February's meeting and there will be a vote on it at February's council meeting.

iv. Retreat Discussion

The council discussed the location, time, and agenda for the retreat.

VIII. Meal Break

IX. Committee Reports...continued

B. Membership Committee

The committee has elected two new co-chairs, Kevin Johnson and Mark Dunlop. The meeting time has been changed to the second Thursday of the month from 5:30pm - 7:30pm.

C. PWA Caucus Committee

Brad Hume announced that the PWA Caucus has hired a consultant, Jeff Morey. Jeff Morey will help the committee develop a mission statement, review ground rules and by-laws, and conduct leadership training.

D. Housing Committee

Brad Hume gave an update on the changes in the Emergency Housing system and process. Brad also reported on the funding for HUD. In addition, the committee is inquiring about obtaining a seat for the council on the SRO Task Force.

X. New Business

Eric Whitney announced that Robert Owens will be ordering food for the retreat and if anyone has any dietary concerns, to please contact him.

XI. Adjournment