



Planning Council Meeting

Date: Wednesday February 28, 2018

Time: 1:00pm-3:00pm

Location: Office of HIV Care and Prevention- 1000 Broadway St., Oakland, CA 94607 Room 5000A

Members Present: Raymond Brickhouse, Monica Cross, Khayree Gray, Barbara Green-Ajufo, Julie Haining, Marjorie Katz (phone), Eric McCann, Jessica Osorio

Excused: Phoenix Smith, Trina Walker, Candido Fombona

Absent: Freddie Smith

Guests: Nick Moss, Rama Franklin, Dot Theodore, Anjuli Clopper, Hanza Myint, Neena Murgai, Jonathan Gatz, Steve Gibson, Nancy Brownlow, Sanjay Bhatt, Romiro Montoya, Loren Jones

Staff: Akilah Cadet, Lianne Hope, Patty Zevallos

Minutes

Topic	Discussion	Action
Call to Order	<p>Meeting called to order by the Co-chair Raymond Brickhouse at 1:20 pm. Members introduced themselves. Moment of silence was observed to honor those infected with and/or impacted by HIV/AIDS.</p> <p>Agenda was reviewed. Motion to approve the agenda: Monica Cross Second: Barbara Green-Ajufo Result: Agenda approved. 02.28.18.v1</p> <p>November 29, 2017 minutes were reviewed. Corrections: Pg 2 Ms Martin should be listed as Dr. Marsha Martin Motion to approve the minutes with correction: Julie Haining Second: Eric McCann Result: Minutes approved. 02.28.18.v2</p> <p>Planning Council members played an ice breaker called mingle bingo.</p>	<p>02.28.18.v1 02.28.18.v2</p>
Group Norms and Values	<p>Members examined their group norms and values.</p> <ul style="list-style-type: none"> • Lianne and Akilah added a new norm: be on time. • Monica and Eric added: Avoid the use of acronyms and abbreviations • Barbara suggested using acronyms but also explaining what they are. • Raymond suggested only read statement twice a year: Feb & Nov. • Members agreed to redo the value statements 	

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<p>Recipient Reports</p>	<p>California State Office of AIDS (Marjorie Katz):</p> <ul style="list-style-type: none"> • Memo went out from HIV Care program, clarification for housing contractors not being able to pay for security deposit. HRSA clarified that. • Memo from HOPWA unit about compliance with Violence Against Women act. Anyone providing housing should look at links in report. • Two staff members have left team. Vacancies have been posted. • Info in report about Syringe services in Santa Ana. <p>AIDS Drug Assistance Program (ADAP):</p> <ul style="list-style-type: none"> • Access adherence and navigation program- 10 enrollment sites expressed interest, will roll out phase 2 of program. Will provide services for PLWHA who are not virally suppressed. Enrollment workers received training. • PrEP Assistance Program- finalized training for enrollment workers. Sent out 11 PrEP clinical provider network contracts. <p>Alameda County Report (Nick Moss):</p> <ul style="list-style-type: none"> • Welcomed Dot Theodore who was hired to do contract monitoring • FY 18/19 award letters were sent out to Ryan White providers. Since we only have partial award, we awarded 80% flat funding to agencies. Can give the rest when full award is received from the HRSA. • Spread word -looking for temp Program Specialist. • Rama is working on a case manager training program. Contact Rama if you are interested in getting involved with curriculum development. • Continuing to work with Fasttrak and Getting to Zero initiatives to provide input on direction of initiative, supporting data metrics, and securing funding. • Working with Quality Management consultant to implement activities, will require input for Quality Data Committee. • Offering technical assistance for providers to submit RSR reports to HRSA. • Welcomed Steve Gibson -new Alameda County Director of HIV Prevention. <p>Questions/Comments:</p> <ul style="list-style-type: none"> • Please send out temporary Program Specialist job description. • How long is temp work- 6 months for now but could get more funding. • Is there data to support a need for EFA and housing in the community? Planning Council needs to conduct needs assessment and find out. <p>Contra Costa County Report (Jessica Osorio):</p> <ul style="list-style-type: none"> • Advised to reduce Part A budget by 20%- complicated process • Introduced Anjuli Clopper, Contract Manager for Ryan White • Rolled out Naloxone Distribution- 2-year grant to provide opioid overdose reversal nasal spray • Support groups in Richmond are going well, good attendance. Started women’s support group at Rainbow Center in Concord. • Doing trial- using new kind of rapid early detection of antibody test. • Can see 2017 linkage to care data in report. Since implemented rapid protocols, reduced number of days clients are linked to care. <p>Questions/Comments:</p> <ul style="list-style-type: none"> • Great work with linkage. How many people did you link? 104 new positives 	<p>PCS will send out description to members.</p>
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<p>Standing Committee Reports</p>	<p>Standing Committee Reports:</p> <ul style="list-style-type: none"> Executive Committee: Approved workplan and planned community events. Membership/PLWHA Committee: Interviewed 3 applicants, passed their recommendations on to the Recipient. Quality Data Committee: Reviewed and analyzed the Assessment of Administrative Mechanism Survey results. 	
<p>Staff Report</p>	<p>Administrative Staff Report:</p> <ul style="list-style-type: none"> Year-End Report: Attached in your packet. We included your recommendations and are following through with them. HRSA Technical Assistance: They have reached out and assistance is in the works. Video Project: Found a videographer who will come to next meeting to discuss the project New Website Design: new design is in the works New Member Recruitment & Outreach: Lianne continuing to attend community events. Swag items will be used for outreach. Speaker Series: will have 3 this year Wellness Day: working with Office of HIV Care to put this together <p>Questions/Comments:</p> <ul style="list-style-type: none"> There will be Women and Girl's HIV event at Mills College – should do recruitment there. 	<p>PCS will follow up on potential recruitment event</p>
<p>VOTE: Contra Costa Resource Allocations</p>	<p>Jessica Osorio discussed that most of their services are administered in house. Had to do contingency plan budget to account for reduction. Nothing has gone into effect in terms of reducing core services. Just put a 3-month cap on support services that are contracted out. Outreach and Health Education which are in house, are now covered by general funds instead of Part A funds.</p> <p>Motion to approve Contra Costa contingency plan budget: Julie Haining Second: Barbara Green-Ajufo</p> <p>Roll Call Vote Raymond Brickhouse: Y Monica Cross: Y Khayree Gray: Y</p>	<p>02.28.18.v3</p>

	<p>Barbara Green-Ajufo: Y Julie Haining: Y Marjorie Katz: Abstain Eric McCann: Y Jessica Osorio: Abstain Phoenix Smith (Nick Moss): Y Result: 6 Yays, 0 Nays, 2 Abstentions. Approved. 02.28.18.v3</p>	
Chair Elections	<p>Lianne Hope presented the current candidates for both available co-chair positions. Both Monica Cross and Raymond Brickhouse provided short presentations on why they want to be chair. Members voted via ballot.</p> <p>Result: Monica Cross and Raymond Brickhouse were elected at Co-Chairs</p>	
Orientation	<p>Lianne Hope provided an orientation for the Planning Council. She shared info on the National HIV epidemic, history of the Ryan White Program, how the Council and Committees are structured, and responsibilities of members.</p> <p>Questions/Comments:</p> <ul style="list-style-type: none"> • What is the time commitment to be a member? It's a minimum of 4 hours unless you are also on the Exec Committee or there is a town hall meeting. • How many members can we have? Up to 40 • Members appreciated the information and suggested to use as part of the recruitment efforts as well as on the website. 	
Public Comment	<ul style="list-style-type: none"> • We should have presenters come to discuss topics like homelessness. Contact Dr. Kathleen Clanon. • Is Ryan White in threat of being cut in the future? Nick Moss stated that in the event that funds are cut, there are other resources available. Need to spend political energy on Medi-Cal and ADAP. Would have to work together to prioritize most important services to direct available funds. • You should use the orientation presentation during recruitment events • Do you do member highlights? We can feature members on the website • There is a HOPWA event on March 21- Rama will send event info • May 30-June 1: California Planning Group meeting held in Berkeley. • Jonathan talked about an HIV positive social network site. He would like to come back and make a presentation. 	PCS will ask Barbara for contact person
Adjourn	<p>Motion to adjourn: Julie Haining Second: Eric McCann Result: Approved. 02.28.18.v4 Meeting was adjourned at 3:12pm</p>	02.28.18.v4