



INLAND
EMPIRE
HIV
PLANNING
COUNCIL

351 N. Mt. View Avenue • San Bernardino, CA 92415-0100

(909) 841-1360

Website: www.iehpc.org

Riverside/San Bernardino California Transitional Grant Area

Maxwell Ohikhuare, MD
Health Officer Co-Chair

Henry Nickel
Community Co-Chair

Planning Council

Thursday, October 25, 2012

12:30PM-3:30PM

Meeting Location

San Bernardino County
Public Health Conference Room
172 W. Third Street, 6th Floor
San Bernardino, CA
(909) 841-1360

These facilities are in full compliance with the Americans with Disabilities Act of 1992.

AGENDA

12:30

1. Call to Order

- Roll Call*
- Introductions
- What the Planning Council means to me.
- Pledge of Allegiance

H. Nickel

Carolyn Harris

2. Public Comments¹

Members of the Public

3. Members Privilege

PC Members

4. Approval of Agenda²

PC Members

5. Approval of Minutes²

5.1 Planning Council Minutes September 27, 2012

PC Members

6. Consent Calendar²

6.1 Approve calendar of meetings for November 2012**

PC Members

7. New Business²

7.1 Recommendation of Planning Committee to approve preliminary research for the 2014 Comprehensive Needs Assessment on four (4) special populations (Transgender, African American Women, Latina Women and Youth) defined by HRSA.

7.2 Planning Committee report on the PRSA Summit Evaluations

PC Members

7.3 Recommendation of Finance Committee to approve allocation of PC Funds of \$6,500 for a PC retreat and member manuals (\$5,500 for retreat/\$1,000 for manuals)

7.4 Recommendation of Finance Committee to approve preliminary PC budget for fiscal year 2013-2014 (A- 1)

7.5 Recommendation of CDC to terminate B. Fogelman's membership due to lack of attendance.

7.6 2013 PC Officer Elections

8. Reports (limited to 5 min)

8.1 Low Income Health Plan

8.2 State Representatives

8.3 Health Officers

H. Nickel

8.4 Committee Reports

8.5 Ryan White Program (A-2)

8.6 Planning Council Staff (A- 3)

9. Public Comments¹

Members of the Public

10. Members Privilege

PC Members

11. Review of Action Items

PC Staff

12. Agenda Setting for Next Meeting

Thursday, November 15, 2012

12:30pm-3:30pm

Grove Community Church

19990 Grove Community Drive

Riverside, CA

PC Members/H. Nickel

13. Roll Call*

PC Staff

3:30

14. Adjournment

H. Nickel

¹ Public Comments: Any member of the public may address this meeting on items of interest that relate to the Ryan White CARE Act by completing a speaker slip to indicate their interest in addressing the Planning Council. A

three-minute limitation will normally apply to each member of the public who wishes to comment, unless waived by the Chair.

² The agenda item may consist of a discussion and a vote. Public comments can be made prior to each Planning Council vote.

* Members must be present at both roll calls to receive credit for meeting attendance.

** Copies can be obtained at the I.E.H.P.C. office and will be available at the meeting.

Requests for special accommodations (e.g., language translation) must be received 72 hours prior to the date of the meeting. Contact PC Support at (909) 841-1360.

All meetings of the Planning Council and its committees are open to interested parties from the general public. Notices are posted in compliance with the California Brown Act. Information regarding Planning Council meetings, and/or minutes of meetings are public records and are available upon request from the Planning Council Support Staff by calling (909) 841-1360 or by visiting the website <http://www.iehpc.org>.

Servicios en Español: Notificación para servicios de intérprete deben de someterse setenta y dos horas de anticipo. Por favor llame (909) 841-1360.

<u>Salary</u>	2013-2014	Notes
PC Liaison	62,744	Provides direct supervision to support staff. Serves as primary liaison to PC in the coordination of its legislatively mandated functions. Defines immediate and long-range goals; establishes and revises program policies and procedures according to program guidelines. Staff Started in Mid-May '12 instead of January '12.
PC Liaison Benefits	26,289	Includes Retirement, Survivor's benefits, Short term disability, Medicare, Workers Comp, Life Insurance, Vision care, Group Health, Dental Insurance and Remainder of Cafeteria Plan.
Office Specialist	42,682	Provides secretarial and clerical support to the PC to meeting their mandated roles including meeting set up, taking minutes and filing. Current staff is working at a lower pay rate
Office Specialist Benefits	17,884	Includes Retirement, Survivor's benefits, Short term disability, Medicare, Workers Comp, Life Insurance, Vision care, Group Health, Dental Insurance and Remainder of Cafeteria Plan.
Staff Anaylist w/benefits	9,874	Anaylist support a (.1 FTE)
Storekeeper/IT/LD		Facilities staff/IT Support/Annual Labor Distribution fee
Total Salary and Benefits	159,473	
Supplies	7500	
IEHPC	3,500	Office supplies to support daily PC functions (i.e.: paper, related copy supplies, pens pencils, tablests, paper cliips, desk/office supplies and othermiscellaneous items).
Staff	4,000	Office supplies to support daily PC functions (i.e.: paper, related copy supplies, pens pencils, tablests, paper cliips, desk/office supplies and othermiscellaneous items).
Travel		
IEHPC	6,000	IEHPC consumer member reimbursements for mileage/meals for PC and other related meetings.
Staff	1,500	Represents 1507 miles @ \$0.555/mile for sffaff traavel related to PC & related meetings.
	7,500	
Consultants		
Comp Plan	0	
County Counsel	14,000	
EAM	2,500	
NA	10,000	Projected shared(RWP/PC) costs for NA
PS&RA	4,000	Increased-PC approved Facilitator Fee
	30,500	Projected increase in costs for services
Communication	12,000	Includes phones, internet & other devices to support PC Staff/PC -(\$5500) Upgrade and maintain website (\$6500.00)
Rent and Lease Structure	0	Costs associated with the maintenance of office space, utilities, janitorial service, and other building maintenance to ensure that staff has the resources needed to perform thir duties.
Room Rental	1,500	Costs associated with rental of meeting space for PC and related meetings.
	1,500	
Rental Maintenance Equipment	8,000	copy machine and fax machine to ensue communications with IEHPC members/stakeholders and to prepare training materials, copies of contracts and communication materials with IEHPC members/stakeholders.Upgrade to a color copier.
Food for meetings	2,000	Provide refreshments for PC meeting participants
Member Recognition	1,500	Acknowledge members that have termed out
Postage	5,000	Includes costs for day-to-day psotage costs: postage stamps, postage meter or bulk mail costs as they relate to the provision of service to ensure that meeting agendas, minutes, training materials and IEHPC materials are communicated with IEHPC members.
Marketing/Outreach		Increased in order to market/brand Council and consultant fee
Marketing	0	Costs for marketing PC in order to increase awareness in communities throughout the TGA - including CBO's Providers and also for outrach targeted to at-risk populations.
Outreach	7,500	Includes cost for promotional and edcuations materials: posters, brochures, banners, etc.
Consultant	0	Costs for a Marketing consultant.
	7,500	
In Direct	15,947	Calculated at 10% of PC annual budget
Special PC Projects		Funds that have not been obligated
Grand Total	258,420	



1. **Letter to Ryan White Grantee** N/A

2. **Part A Expenditure Report**
 - a. Expenditure Report See Attachment B

3. **Part A Utilization Report**
 - a. Utilization Report See Attachment C

4. **Clinical Quality Management (CQM) Update**
 - a. CQM Report See Attachment D1

Ryan White Program Expenditure
Report Sept 2012*

ATTACHMENT B

COLUMN A	COLUMN B	COLUMN C	COLUMN D	COLUMN E	COLUMN F	COLUMN G	COLUMN H
Service Category	Allocations	Average Exp Per Month (7/12)	Expended YTD	Remaining YTD	% Expended YTD	Target % as of Sept 30	Variance
Out/Amb Medical	3,000,000.00	250,000.00	1,581,095.34	1,418,904.66	52.70%	58.33%	-5.63%
Mental Health	329,447.00	27,453.92	195,784.97	133,662.03	59.43%	58.33%	1.10%
Med Case Mgmt	423,575.00	35,297.92	213,034.59	210,540.41	50.29%	58.33%	-8.04%
Substance Abuse	244,732.00	20,394.33	144,583.46	100,148.54	59.08%	58.33%	0.74%
Dental	941,277.00	78,439.75	500,593.46	440,683.54	53.18%	58.33%	-5.15%
Pharmacy	56,478.00	4,706.50	28,869.44	27,608.56	51.12%	58.33%	-7.22%
Home/Comm Based	141,191.00	11,765.92	50,737.77	90,453.23	35.94%	58.33%	-22.40%
EIS - Part A	141,191.00	11,765.92	53,381.96	87,809.04	37.81%	58.33%	-20.53%
Case Mgmt (non-Med)	282,383.00	23,531.92	206,823.31	75,559.69	73.24%	58.33%	14.91%
Food	258,851.00	21,570.92	91,309.83	167,541.17	35.28%	58.33%	-23.06%
Housing	164,722.00	13,726.83	44,504.24	120,217.76	27.02%	58.33%	-31.32%
Transportation	188,255.00	15,687.92	102,285.17	85,969.83	54.33%	58.33%	-4.00%
Psychosocial	178,843.00	14,903.58	69,628.71	109,214.29	38.93%	58.33%	-19.40%
EIS MAI	374,443.00	31,203.58	178,690.11	195,752.89	47.72%	58.33%	-10.61%
TOTALS	6,725,388.00	560,449.00	3,461,322.36	3,264,065.64	51.47%	58.33%	-6.87%

LEGEND

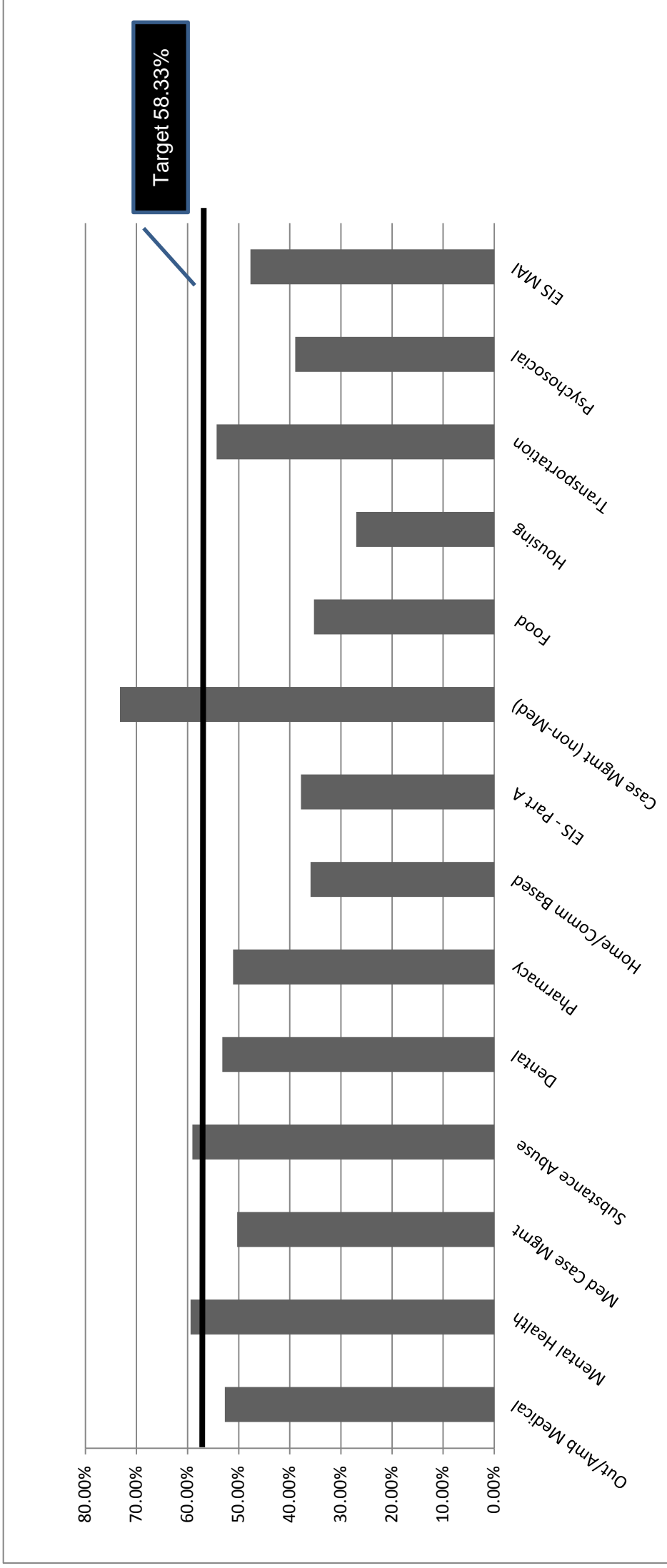
- Column A Current funded RWP services established by IEHPC at PSRA
- Column B Current RWP service allocations established by IEHPC at PSRA
- Column C Estimated monthly expenditure amounts based on entire allocations. Formula = Column B / 12
- Column D Actual year-to-date expenditures of RWP Part A services as reported by RWP Part A providers
- Column E Actual year-to-date of amounts remaining. Formula = Column B - Column D
- Column F Percentage of year-to-date of funds expended. Formula = Column D / Column B
- Column G Target Percent that should be expended (ex: July is the 5th month of program yr, 5/12=41.67%)
- Column H Variance between Optimal Percent and Actual Percent of funds expended. Formula = Column G - Column F



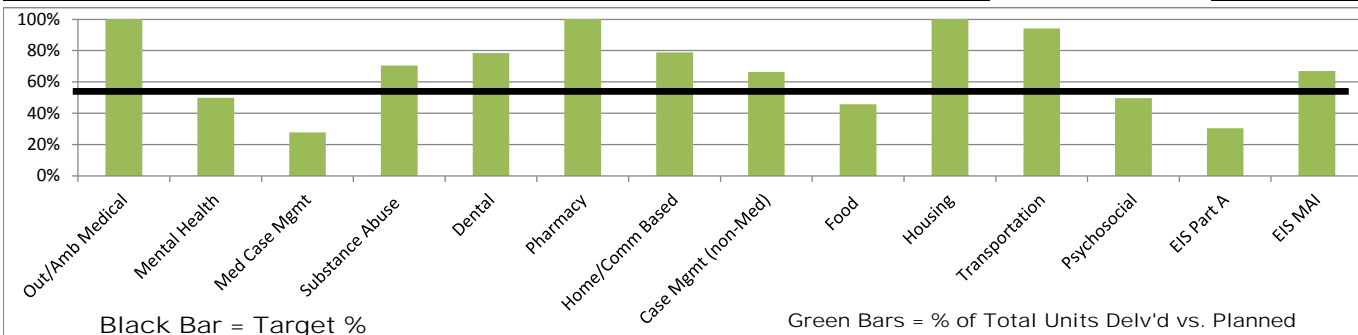
*Created by RWP Staff 10/17/12 includes invoices rec'd as of 09/30/12 mls

Ryan White Program Expenditure
Report Sept 2012*

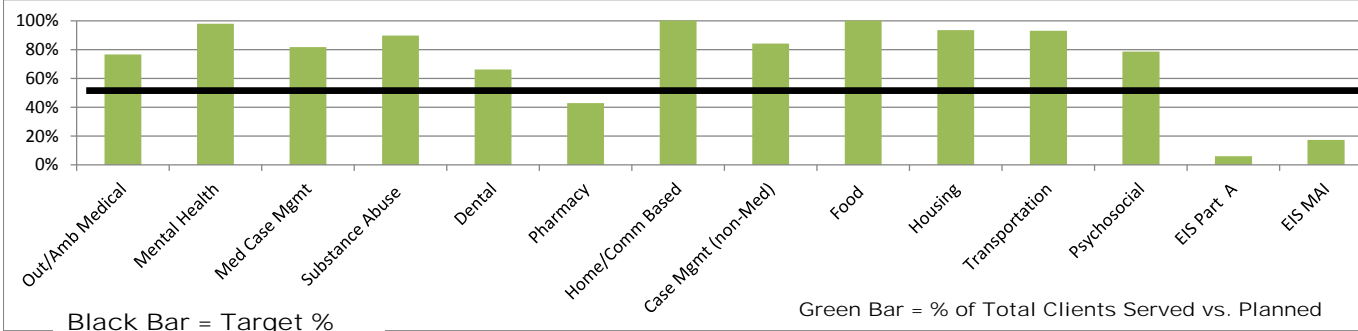
ATTACHMENT B



SERVICE UNIT DELIVERY					
Service Category	Planned Units	Actual Units Delv'd	% of Total Units Delv'd vs. Planned	Target % For This Time of Year	Variance From Target
Out/Amb Medical	20,423	26,585	130%	58%	71.8%
Mental Health	17,566	8,737	50%	58%	-8.6%
Med Case Mgmt	18,021	5,011	28%	58%	-30.5%
Substance Abuse	16,850	11,880	71%	58%	12.2%
Dental	17,039	13,365	78%	58%	20.1%
Pharmacy	77	124	161%	58%	102.7%
Home/Comm Based	9,760	7,707	79%	58%	20.6%
Case Mgmt (non-Med)	25,246	16,751	66%	58%	8.0%
Food	30,880	14,124	46%	58%	-12.6%
Housing	1,382	2,489	180%	58%	121.8%
Transportation	68,749	64,834	94%	58%	36.0%
Psychosocial	12,934	6,405	50%	58%	-8.8%
EIS Part A	5,893	1,790	30%	58%	-28.0%
EIS MAI	14,436	9,670	67%	58%	8.7%



CLIENT DELIVERY					
Service Category	Planned Clients	Actual Clients Served	% of Total Clients Served vs. Planned	Target % For This Time of Year	Variance From Target
Out/Amb Medical	2331	1,789	77%	58%	18%
Mental Health	395	387	98%	58%	40%
Med Case Mgmt	1161	949	82%	58%	23%
Substance Abuse	225	202	90%	58%	31%
Dental	1448	960	66%	58%	8%
Pharmacy	77	33	43%	58%	-15%
Home/Comm Based	10	16	160%	58%	102%
Case Mgmt (non-Med)	2369	1,997	84%	58%	26%
Food	745	842	113%	58%	55%
Housing	352	329	93%	58%	35%
Transportation	1089	1,013	93%	58%	35%
Psychosocial	173	136	79%	58%	20%
EIS Part A	2306	138	6%	58%	-52%
EIS MAI	1162	201	17%	58%	-41%



CLINICAL QUALITY MANAGEMENT UPDATE

ATTACHMENT D1

Prepared by: RW Program Staff
October 2012

New information is underlined in the table below.

Activity	Description	Current Status
Overall Outcomes Tracking	RWP must demonstrate to HRSA that the health outcomes of clients receiving RW funded services are being maintained or improved.	<ul style="list-style-type: none"> HRSA increasingly emphasizes health outcomes data, resulting in an increase in requirements for completeness in ARIES. 2011 Outcomes were presented to IEHPC during the 2012 Priority Setting and Allocations summit. The RWP will continue to work with providers to improve and refine outcomes tracking.
Program Monitoring	Monitor contracts to ensure compliance with HRSA, County, and IEHPC Standards of Care requirements.	<ul style="list-style-type: none"> Monitoring elements have been revised to better coincide with HAB National Monitoring Standards (NMS), revised policies, and revised IEHPC Standards of Care. <u>Full, on-site visits are occurring during Oct/Nov in conjunction with HS Contract and DPH Fiscal monitoring.</u> These visits will include a discussion of new elements per the NMS and revised standards of care and policies, agency-level monitoring, site-level monitoring, client-level monitoring, and a review of the most recent Client Satisfaction Survey results. RWP staff completed visits related to 340B (pharmacy discount program) compliance in August/September 2012.
Client Satisfaction	Monitor client satisfaction annually through survey questions designed to gather client perspective on the quality of services they receive from RW-funded agencies.	<ul style="list-style-type: none"> Provider-specific results from the last cycle were shared with each provider on an individual basis and aggregate results were provided to the IEHPC. Survey respondents that requested to be contacted for further comment were called and a summary of findings related to these calls is being developed. <u>The RWP is discussing any specific issues raised by survey and telephone interview respondents with providers during monitoring.</u>
TGA CQM Plan Update	The TGA's Clinical Quality Management (CQM) Plan delineates a coordinated, systematic approach to addressing quality assessment and improvement in the TGA.	<ul style="list-style-type: none"> The RWP is in the process of updating the TGA CQM Plan to incorporate recent changes (e.g. unaware mandate, National HIV Strategy, newly revised Comprehensive Plan goals, etc.) Upon completion of a draft, the plan will be distributed for input. Agencies will use the TGA CQM Plan as a guide for the development/revision of their agency-specific CQM Plans.
Standards of Care (SOC)	The IEHPC develops SOC for all RW-funded services to establish a min. set of quality expectations for uniformity across the TGA. The RWP reviews SOC for compliance with HRSA and County policies.	<ul style="list-style-type: none"> The committee is looking at the Standards again to determine if any changes are necessary. The committee is calling on service experts to provide input to the process. Any minor changes will be effective immediately. Major revisions will be effective March 1, 2013. As the committee makes revisions, the RWP office reviews the revisions to ensure compliance with HRSA and county policies.
State Collaboration	Several of the TGA's processes require data and information from the State Office of AIDS. Therefore, the RWP maintains close communication with various contacts at the state level.	<ul style="list-style-type: none"> San Bernardino County and Riverside County receive quarterly HIV/AIDS data reports from the state that are vital for planning purposes and for submittal of reports/applications to HRSA. Sophisticated LEO (outreach) reports, such as those necessary for the Unaware requirements for the grant application, must be requested from the state. As the state Office of AIDS was unsuccessful in its attempts to obtain data from Kaiser-south, the RWP is currently developing a plan to obtain the data directly from Kaiser-south to more accurately estimate unmet need and the proportion of privately-insured HIV care in the TGA.

CLINICAL QUALITY MANAGEMENT UPDATE

ATTACHMENT D1

Prepared by: RW Program Staff
October 2012

New information is underlined in the table below.

Activity	Description	Current Status
Service-Specific Collaborations	Foster the sharing of information and best-practices amongst the providers of specific services to improve service parity across the TGA.	<ul style="list-style-type: none"> The Oral Health Service providers and Early Intervention Service providers have met periodically in person and via teleconference over the last year to collaborate efforts towards improving services for PLWHA across the TGA. The RWP will continue to periodically call providers together as a whole (Provider Network) and in smaller, service-specific groups to facilitate continuous improvement in the TGA.
Unaware Initiative	EMAs and TGAs are now required to pay particular attention to locating individuals who are unaware of their HIV+ status and linking them to care. Planning Councils must address this mandate in their planning activities.	<ul style="list-style-type: none"> EIS Service provision began in March of 2011 and includes a focus on locating and linking the Unaware. Mid-year and year-end EIS data reports were collected for FY 11/12. Reporting requirements will be refined for FY 12/13 and EIS collaborative meetings will be convened to facilitate quality service provision and compliance. <u>The RWP is working with the grant consultants to develop a project to specifically address the unique challenges of EIS service providers to facilitate maximum efficiency/effectiveness.</u>
Collaboration with Prevention / Surveillance	One of the goals related to locating and connecting the HIV+ Unaware to care is to improve and increase collaboration with prevention programs and other related stakeholders in Riverside and San Bernardino Counties.	<ul style="list-style-type: none"> The RWP and San B prevention team will continue to closely coordinate on activities to facilitate a more seamless approach to HIV interventions in the TGA. <u>The RWP is working on collaborating more with surveillance workers in both counties to ensure they are aware of available RW services and to explore other collaboration opportunities.</u> RWP staff periodically attends other prevention-related stakeholder meetings/collaboratives (e.g. Riverside Prevention Conference Planning Committee, San Bernardino County Reentry Collaborative) to continuously seek out new resources and new relationships for the good of PLWHA in the TGA.
ARIES	Data gathered in the TGA's management information system are vitally and increasingly important in demonstrating process and health outcomes.	<ul style="list-style-type: none"> Enforcement of minimum data and reporting requirements continues to increase to ensure ARIES can be utilized to meet quality management functions and HRSA requirements. Technical assistance is provided as needed. <u>RWP staff have been asked to co-present with the California Office of AIDS at the All Grantee meeting in DC at the end of November to share with other jurisdictions our successful strategies for improving data completeness as it relates to the HRSA required Ryan White Services Report (RSR).</u>
Conditions of Award/ Application	Reports are due to HRSA throughout the year to report expenditures, service provision, program accomplishments, service plans, and aggregate client progress. These are required for continued funding. A competitive application for funding is due Sept/Oct of every year.	<ul style="list-style-type: none"> QM reports are continuously generated and utilized to support various reporting to HRSA for continued funding as well as IEHPC data requests. The Comprehensive Plan was submitted to HRSA on time. HRSA has officially "accepted" the plan and has indicated that more detailed will be provided in the near future. <u>The Part A FY 13/14 application was submitted to HRSA on October 10, well before the October 22 due date.</u>



INLAND
EMPIRE
HIV
PLANNING
COUNCIL

351 N. Mt. View • San Bernardino, CA 92415-0475
(909) 841-1360
website: www.iehpc.org

Riverside/San Bernardino California Transitional Grant Area

IEHPC Monthly Report

Reporting Period: October 2012

I. IEHPC Meetings

APPROVED MOTIONS	ACTION ITEMS	PROJECTED DATE OF COMPLETION	STATUS	COMMENTS
Empowerment Committee – 9/27/12				
1. Motion to approve 9/27/12 agenda Motion/Second: A. Ziven, T. Evans Motion Carried.	A. PCS will compile a list of fees associated with the list of community events identified by committee.			
2. Motion to approve 4/26/12 Minutes Motion/Second: A. Ziven, A. Haro Motion Carried.				
Evaluation of the Administrative Mechanism – No Meeting				
1.	A.			
Continuum of Care Committee – No Quorum				
1.	A.			
Bylaws Subcommittee 10/4/12				
1. Motion: To approve 09/06/12 Agenda Motion/Second: A. Ziven, T. Evans Motion carried.				

APPROVED MOTIONS	ACTION ITEMS	PROJECTED DATE OF COMPLETION	STATUS	COMMENTS
2. Motion: To approve the 08/16/12 Minutes Motion/Second: T. Evans, A. Ziven Motion carried.				
3.	A. Make color copies of the Draft MOU and send to committee members			
4.	B. Make copies of the HRSA definitions of a MOU			
	C. Set-up meeting with Beaumont for 10/23/12 for an all-day meeting.			
	C. Email color copies of the P&P's for next meeting.			
	D.			
Planning Committee – 10/11/12				
1. Motion: To approve Oct 11, 2012 Agenda Motion/Second: B. Orr, B. Contreras Motion Carried.				
2. Motion to approve August 19, 2012 Minutes Motion/Second: B. Contreras, P. Hagan Motion Carried.				
3. Motion: To recommend that the Council began research on the 2014 of the Comprehensive Needs Assessment for the four (4) special populations (Transgender, African American and Latina women and Youth) to be completed by February 28, 2013. Motion/Second: B. Contreras, D. Wahl Motion Carried.	A F/U with RWP on methodology matrix			
4.	B Make copies of Transgender Task Force for members.			
	C. Agendize Review strategies listed in Comp Plan's Goal 1			
	D. Agendize PSRA Evaluation Summary for PC October meeting.			

APPROVED MOTIONS	ACTION ITEMS	PROJECTED DATE OF COMPLETION	STATUS	COMMENTS
	E. Move Agenda items 7.2, 7.3 to next month's agenda.			
Standards Committee – 10/11/12				
1. Motion: To approve 10/11/2012 Agenda. Motion/Second: A. Ziven, D. Wahl Motion carried.				
2. Motion: To approve 09/16/12 Minutes. Motion/Second: B. Contreras, A. Ziven Motion carried.				
3	A. Agendize review of language in the Common Standards specifically "Exception and Urgent Need"	9/2012	Completed	
	B. Bring a copy of all the Standards to every Standards committee.			
4	C. Include review of Standards on every Standards committee agenda			
5	D. Get the capacity cap for Oral Health services for San Bernardino County from RWP.			
6.	E. Update Standards on the Council Website			
	F. Agendize EIS Standards for January 2013 committee meeting.			
CDC Committee – 10/4/12				
1. Motion: To approve the agenda. Motion/Second: N. Batiste, B. Contreras Motion Carried.				
2. Motion: To approve the 9/13/12 Minutes. Motion/Second: B. Contreras, L. White Motion Carried.				

APPROVED MOTIONS	ACTION ITEMS	PROJECTED DATE OF COMPLETION	STATUS	COMMENTS
3. Motion: That the CDC recommend Dr. Fogelman be terminated from Council due to lack of attendance. Motion/Second: L. White, B. Contreras Motion Carried.				
	A. Add member attendance or lack of a process to November Agenda			
	B. Schedule interviews for D. Huntsman, J. Cabrilla and J. Taylor for the November 2012 and January meeting.			
	C. Contact County Counsel regarding the Election Process and the fact that Riverside County does not have a Health Officer.			
	D. Call Dr. Fogelman regarding his attendance.			
	E. Review verbiage in Council that addresses Excused absences			
Finance Committee- 10/4/12				
1. Motion to approve agenda. Motion/Second: L. Ford-Watson, G. French Motion Carried.				
2. Motion to approve the 9/6/12 minutes Motion/ Second: D. Christenson, G. French Abstain: G. French Motion Carried.				

APPROVED MOTIONS	ACTION ITEMS	PROJECTED DATE OF COMPLETION	STATUS	COMMENTS
3. Motion to designate \$6500.00(\$5500 for Venue and \$1000 for materials) from the Special Project Line item for a one day Council retreat. Motion/Second: L. Ford-Watson, G. French Abstained: D. Christenson Motion Carried.				
4. Motion: To recommend to Council to approve preliminary Budget for Fiscal year 2013-2014 Motion/Second: L. Ford-Watson, G. French Motion Carried.				

C. PC Support Additional Activities

PROJECTS/ACTIVITIES	PROJECTED DATE OF COMPLETION	STATUS	COMMENTS
Targeted recruitment for Native American/American Indian member	Ongoing	In Process	
Comprehensive Plan	Ongoing	Continuous	
Evaluation of the Administrative Mechanism	06/2012	Complete	
Priority Setting and Resource Allocation Data Summit	08/2012	Complete	
Policies and Procedures	11/2012	In Process	
Membership	Ongoing	In Process	
PCS Transition Plan	June 2012	In Process	



INLAND
EMPIRE
HIV
PLANNING
COUNCIL

351 N. Mt. View Avenue • San Bernardino, CA 92415-0100

(909) 841-1360

Website: www.iehpc.org

Riverside/San Bernardino California Transitional Grant Area

Maxwell Ohikhuare, MD
Health Officer Co-Chair

Henry Nickel
Community Co-Chair

Planning Council

Thursday, September 27, 2012

12:30PM-3:30PM

Meeting Location

Desert AIDS Project
1695 N. Sunrise Way
Palm Springs, CA
(909) 841-1360

These facilities are in full compliance with the Americans with Disabilities Act of 1992.

Minutes

Members: N. Batista, R. Bolton, C. Bridges-Cobb, B. Contreras, D. Christenson, T. Evans, L. Ford-Watson, P. Hagan, A. Haro, C. Harris, J. Houchen, V. Jaurequi-Burns, H. Nickel, B. Orr, L. White, D. Wahl, A. Ziven

PCS: A. Fox, R. Coleman

RWP: A. Soria, S. Rigsby, B. Flippin, M. Simpson

Guests: Jeff Taylor, Jacob Calderilla, Kendra Kennedy, Jose Marin, D. Perez

12:41

1. Call to Order

- Roll Call*
- Introductions
- What the Planning Council means to me.
- Pledge of Allegiance

H. Nickel

Paul Hagan

2. Public Comments¹

Jose Marin announced that Supervisor Gonzales is hosting a series of Breakfast with the Supervisor meetings on Oct 9th, Oct 10th and October 17th in order to meet residents in her district. He also stated that the Supervisor has a monthly newsletter On November 7th at 9:00 there at the San Bernardino Diocese will be hosting a Homeless Summit. On January 24, 2013 the County will be conducting is bi-annual homeless county.

Members of the Public

He distributed the Supervisor's bi-monthly newsletter.

R. Coleman added that count captures the shelter and unsheltered homeless in the County.

J. Houchen added that he participated in the count before and that count is very thorough and the staff/volunteers go to places that you would never consider.

B. Orr said DAP just received an invitation to participate in the Riverside County Homeless count. There are planning meetings scheduled in October.

3. Members Privilege

L. Ford-Watson expressed concerns with the failure within the ArrowCare LIHP transitional process. She stated that the transitions have not been seamless. She stated that there has been HIPAA violations, disregard for patient privacy and major problems in the distribution of medications and in some cases due to procedural problems – medication gaps.

PC Members

B. Orr also expressed that there has been similar problems in Riverside County.

4. Approval of Agenda²

Motion/Second – A. Ziven, C. Harris
Motion Carried.

PC Members

5. Approval of Minutes²

5.1 Planning Council Minutes August 30, 2012

Motion/Second – A. Ziven, A. Haro

Motion Carried.

PC Members

6. Consent Calendar²

6.1 Approve calendar of meetings for October 2012**

Motion to approve amended calendar.

Motion/Second – J. Houchen, D. Christenson

Motion Carried.

PC Members

7. New Business²

7.1 Motion to direct and authorize staff to solicit a procurement not to exceed \$7,500.00 for a consultant to: a) Propose and implement an organizationally relevant marketing, recruitment and outreach campaign on behalf of the PC for a marketing/outreach plan, design and branding. b) Develop and deliver organizationally relevant educational and promotional materials an amount not to exceed \$8000.00.

Motion/Second – J. Houchen, A. Haro

Motion Carried.

PC Members

7.2 Motion to accept the Standards Committee review of the Standards of Care – Housing Services Standards as presented

Motion/Second – T. Evans, D. Wahl

Motion Carried.

7.3 Motion to approve the Finance committee's Request for Funds procedure process and application form.

Motion/Second – D. Christenson, A. Ziven

Motion Carried.

-
- 7.4 Motion to accept the CDC's list of eligible members for nomination.
Motion/Second –
Motion Carried.
 - 7.5 Discussion for contracting for a consultant for a Council Specialized Needs Assessment
 - 7.6 Discussion for planning for a Retreat/Strategic Planning Session in January 2013
 - 7.7 Discussion on "What Constitutes an Excused Absence"
 - 7.8 Special Recognition for Alice Soria
-

8. Reports (limited to 5 min)

- 8.1 Low Income Health Plan
 - 8.2 State Representatives
 - 8.3 Health Officers H. Nickel
 - 8.4 Committee Reports
 - 8.5 Ryan White Program (A-5)
 - 8.6 Planning Council Staff (A-6)
-

9. Public Comments¹

Members of the Public

10. Members Privilege

PC Members

11. Review of Action Items

PC Staff

12. Agenda Setting for Next Meeting

Thursday, October 25, 2012
12:30pm-3:30pm
Dept of Public Health
172 W. Third St, 6th Floor
San Bernardino, CA 92415

PC Members/H. Nickel

13. Roll Call*

PC Staff

3:30

14. Adjournment

H. Nickel

¹ Public Comments: Any member of the public may address this meeting on items of interest that relate to the Ryan White CARE Act by completing a speaker slip to indicate their interest in addressing the Planning Council. A three-minute limitation will normally apply to each member of the public who wishes to comment, unless waived by the Chair.

² The agenda item may consist of a discussion and a vote. Public comments can be made prior to each Planning Council vote.

* Members must be present at both roll calls to receive credit for meeting attendance.

** Copies can be obtained at the I.E.H.P.C. office and will be available at the meeting.

Requests for special accommodations (e.g., language translation) must be received 72 hours prior to the date of the meeting. Contact PC Support at (909) 841-1360.

All meetings of the Planning Council and its committees are open to interested parties from the general public. Notices are posted in compliance with the California Brown Act. Information regarding Planning Council meetings, and/or minutes of meetings are public records and are available upon request from the Planning Council Support Staff by calling (909) 841-1360 or by visiting the website <http://www.iehpc.org>.

Servicios en Español: Notificación para servicios de intérprete deben de someterse setenta y dos horas de anticipo. Por favor llame (909) 841-1360.