

HIV PREVENTION PLANNING COUNCIL (HPPC)

Steering Committee

Action Minutes From Meeting:

January 26, 2006

Members Present: Gayle Burns, Edward Byrom, Chadwick Campbell, Tom Kennedy, Emalie Huriaux, Tracey Packer, and Perry Rhodes III.

Members Absent: Gwen Smith and Frank Strona.

Professional Staff: Vincent Fuqua (HPS), Eileen Loughran (HPS), Israel Nieves-Rivera (HPS), Lisa Reyes (HPS), Aimee Crisosotomo (Harder & Co), Kathleen Roe (Process Evaluation), and David Weinman (note taker).

1. Welcome and Announcements

Tracey Packer called the meeting to order at 3:10 PM, welcomed attendees, and invited announcements. The icebreaker question was, 'What will you do, or what would you like to do on Valentine's Day?' She also pointed out that the interim Committee Co-Chairs were in attendance at this, the first Steering Committee meeting of 2006

- Perry Rhodes III explained that a friend passed away the night before, reminding him of the importance of the work the Council is doing.

2. Public Comment

There was no Public Comment.

3. Review of January 12 HPPC Meeting

It was agreed that Kathleen Roe would review her report with the Committee and that copies would be distributed by email. Discussion ensued including the following (by topic).

General or Overall Observations

- Kathleen reported that there was lot of good feedback about the Quakers Meeting House, and that it should be reserved for the remainder of the year.
 - ⇒ She added, however, that coffee's availability could be an issue.
 - Lisa pointed out that the kitchen could be rented for future meetings and that Betty Chan Lew was investigating having coffee there.
- Kathleen noted that it was good to let people know about parking and other issues prior to the meeting.
- She observed that the staff worked well together and that all were active participants.
- She also observed that this year's Council looks to be a very active group.
- Lisa added that there was difficulty accommodating all the members in the meeting room.
 - ⇒ Tracey explained that Betty is looking into having more tables available.
- Kathleen noted that attendees were good about asking others to speak up, and that it was somewhat difficult to hear in the back of the room due to street noise.
- She then asked if the questions being used on the evaluation forms are what the Steering Committee wants, or if adjustments are needed.
 - ⇒ Members can make recommendations to HPS staff, with copies to Kathleen.

Extent of Agenda

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- Perry noted that although the agenda was packed there were a lot of issues to deal with.
- Kathleen observed that it is better to try to address a slightly fuller agenda than to have a light agenda -- a lesson she has learned planning her course lectures.
- She also observed that the agenda was very good for a first meeting of the year.

Security at Meetings

The advantage and disadvantages of having security guards in attendance was discussed, including these suggestions.

- There have been times when people wanted to disrupt the meeting.
- Kathleen suggested the Steering Committee revisit what is a "Safe environment."
 - ⇒ She noted that the HPS staff dealt very well with what appeared to be a potential security issue at the January meeting.
- Tracey said that the Health Department security people could be non-intrusive.
- Israel expressed concern about people's possessions being safe at this location.
 - ⇒ Gayle Burns added that people have to be aware of this, no matter where the meeting is.
- Tracey pointed out that Council meetings are open to the public and all are welcomed.
- Gayle recalled her, and the Council's, earlier disruptive experience with ACT UP.
- Emalie Hurliaux suggested there be a plan for dealing with security issues, perhaps having a code word that would trigger contacting 911/Police.
 - ⇒ She added that having uniformed security present could change the atmosphere of openness at meetings.
- Vincent Fuqua questioned if a security guard could be there in plain clothes.
 - ⇒ Tracey noted that if we get the SFPD security, they are required to be in uniform.
 - ⇒ Lisa added that some attendees have issues with police/authority figures.
- Tracey suggested that the HPS staff come up with a plan for this Committee's review.
 - ⇒ She added that this would be on the agenda of the next Health Education & Planning Unit meeting.
- Kathleen suggested the whole Steering Committee take responsibility for and be involved in any security plan.
 - ⇒ She added that a security plan should clarify when it is appropriate to call the police and who would perform various tasks.
- Perry said that institutional security seems appropriate at some, but not all meetings.
 - ⇒ He added that in general he feels the professional staff create a safe environment.
- Tom Kennedy suggested exploring something between security guards, police, and nothing - perhaps recruit community volunteers.
- Kathleen noted that, as in the past, this Committee would probably see the potential of disturbances in advance.
- Kathleen asked how the security issues should be addressed in the evaluation memo distributed to the whole council.
 - ⇒ It was agreed to include information about this Committee's discussion, and that the Health Education & Planning staff will develop and propose a plan to the Steering Committee.

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Member's Comment

Kathleen brought the Committee's attention to a puzzling comment received on an evaluation form, "I feel that this whole New Member Role is a complete set up and I am looking forward to seeing how this will play out for the high and mighty prompt (sic) & prestigious." She noted that that otherwise this member's evaluation of the meeting wasn't negative. Discussion followed including these suggested interpretations of the comment --

- The comment was about the attendance and potential tardiness policies.
 - ⇒ Although only a handful of people are upset about it.
 - ⇒ A backlash to the Council establishing and sticking to the new attendance policy.
- That the positive provisions of the attendance policy, including Emeritus membership, need to be reinforced as part of PIR, not looked at as a punishment.
- The capitalization of "New Member Role" may indicate that new members were being treated differently.

It was agreed that Steering Committee members would be mindful of concerns about the new policies and the treatment of new and continuing members, reporting observations to the Co-Chairs.

4. **Approval of Community Members to Committees.**

Motion was made and seconded to approve Bernie Berger (applying to the San Francisco Leadership Initiative Committee) and John Tighe (applying to the Strategies & Interventions Committee) as Community Members. Their applications were circulated. The motion was approved without objection or abstention.

5. **Committee Discussion/Finalize**

Tracey asked the Committee's approval of the 2006 Committee names, discussion followed.

- There was discussion as to whether the name should be "Points of Integration between Prevention and CARE" (emphasis added) referring to integration was between Prevention and the CARE Council, or "... between Prevention and Care" (emphasis added) referring to the whole community of care service providers.
 - ⇒ It was agreed to use Points of Integration between Prevention and Care.

All of the other Committee names were accepted as listed. Committee reports followed.

Membership / Community Liaison Committee offered by Chadwick Campbell

- The first meeting will be on Monday, 1/30/06.
- The first Teambuilding workshop is scheduled for 03/09/06 from 3:00 to 6:00PM
 - ⇒ This will be a closed Council meeting.

San Francisco Leadership Initiative Committee offered by Tom Kennedy

- The first meeting will be Thursday, 02/02/06.
- They have a full agenda.
- Kathleen suggested that the Committee get a copy of the package submitted to the Society for Public Health Education (SOPHE)

Points of Integration Between Prevention and Care Committee offered by Ed Byrom

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- The first meeting will be Thursday, 02/02/06.
- CARE Council Members refer to the Committee as POI.
- Tracey pointed out that members of the CARE Council have been invited to participate.
- Ed explained that the suggestions of the 2005 Prevention with Positives Committee were presented to, and adopted by, the CARE Council on Monday, 01/23/06.
- The CARE Council is considering making POI a "Home Committee" and may want a Co-chair of their Council in the committee's membership.
 - ⇒ Israel explained that a "Home Committee" is a committee that CARE Council members can participate in to satisfy their attendance requirements.
- Tracey noted that at this point CARE Council members wishing to be members of the POI Committee will need to submit applications for HPPC Community Membership.

Strategies and Interventions Committee offered by Emalie Huriaux

- The first meeting will be Thursday, 02/03/06.
- At that meeting Vincent Fuqua will make a presentation about strategies.

Israel noted that Committees could not all meet on the same day of the month due to communication and staffing issues. Tracey added that there would also be a lot of interaction between Committees, which would be difficult if they all meet at the same time.

Co-Chairs offered by Tracey Packer

- Thomas Ganger is in the hospital and people may wish to phone him.
- The Parking Lot will be on the February and April Council meeting agendas.
- Tracey reported that Jimmy Loyce, Jr, Deputy Director SF DPH would convene a summit looking at the strengths and weaknesses of the SF model of care and prevention.
 - ⇒ Gayle and Perry, along with Co-Chairs from the CARE Council and some invited providers, will attend a closed planning meeting to organize such a summit.
 - ⇒ This will reported on to the Council in the future.

Follow Up on Action Items

Tracey explained that Lisa would follow up on all of the recommendations made by past Committees. She will report to this Committee and then to Council. Items include:

- Exemptions for people with HIV and AIDS to the HPPC attendance policy;
- Support for California AB 699 (Names Reporting);
- Letter to CDC regarding SF's ability to conduct public health, asking them to keep politics out of public healthcare, and including that SF cannot be bullied.
- Production of a statement/brochure explaining Names-Reporting; and
- Determining who is working on explaining to clients the protocol regarding discordant test results.

Reaction to the Discordant Test Results Presentation at Council 01/12/06

Discussion took place regarding the implications of this presentation, including the following.

- Ed expressed concern and wondered if there are other manufacturers of rapid tests with fewer false positives.
 - ⇒ He suggested that this has sullied AIDS Health Project's reputation.

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- ⇒ He added that he wouldn't recommend doing rapid oral testing to clients
- Perry pointed out that with the oral test, the lab is now testers' offices, and testers need to educate themselves and the public that there have always been false positives.
 - ⇒ He added that while the public's awareness of oral testing -- including the incidence of false positives -- is great, overall there is still a 99% correct result.
- Ed suggested reports of discordant results amount to a kind of crisis of confidence.
- Tracey noted that no product has a better effectiveness - and that the oral test is much more accurate than the ELISA test, which has been relied upon for years.
 - ⇒ She asked what the Steering Committee and the HPPC could do.
- Tom explained that he was really upset at the meeting, and suggested providers get clearer informed consent from clients, ensuring they know that not all positive results are accurate.
- Tom also noted that the company producing the oral test (Orasure Technologies) has asked the FDA to allow the product to be sold over-the-counter.
 - ⇒ He suggested the HPPC write a letter to the FDA opposing such marketing.
- In response to Tom's question Tracey explained that only people licensed to draw blood can perform the finger prick test.
 - ⇒ She added that HPS is looking into paying for the requisite provider training.
 - ⇒ Perry noted that not everyone is comfortable with blood and suggested ensuring that people, including providers, aren't overreacting.
- Israel explained that DPH and other testing agencies' relationship with the manufacturer has not been the motivation to continue testing/using rapid oral tests.
- Tom said that it needs to be made clear to patients that the oral test shows only a preliminary result.

Tracey recapped that there are two actions items:

- ⇒ A letter to the FDA, which would require Council approval; and
- ⇒ Clear comprehensive "informed consent" information providers can furnish to clients.

6. Federal State City Updates

Gayle explained that the UCHAPS meeting is February 25th & 26th and that Rapid Testing will be discussed. She noted that the SF delegation is comprised of Eileen, Israel, Gayle, and Perry.

American Public Health Association (APHA)

Kathleen explained that the APHA is in the first week in November, and will likely have 13 thousand attendees. SF's abstract proposals are often accepted, partly because SF has the freedom to say and suggest things that others can't. It is important for HPPC staff and members' names and works be in print particularly if the *Feds* get more restrictive in the future. The following shows which APHA Sections some of the work being done in SF is applicable to and suggests some topics.

Overall

- ⇒ Theme: Health and Human Rights
- ⇒ Prevention is at a crossroad, should it be moved to a Medical model?

HIV Section

- ⇒ Work done on Prevention with Positives

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Community Planning & Policy

- ⇒ SCANS
 - How SF uses this methodology
 - How SF makes recommendations based on SCANS
- ⇒ Case Study of SCAN at Visitacion Valley
 - SCAN exposed overriding issues' impact on HIV prevention
- ⇒ The RFP process
 - Including supplemental
- ⇒ HPPC Committees
 - How to run effective committees
 - How to staff, plan, and run them
- ⇒ Evaluation
 - What works better short-lived projects, or on-going efforts
 - Implications of an "*AIDS Industry*"
- ⇒ Self-efficacy of Community Planning
 - SF values the process and is rewarded with results
 - * SF even feels it is able to tackle '*impossible*' issues
 - Some areas do not value the process, contributing to its ineffectiveness
 - * This topic could be in either Theme or Community Planning sections

Kathleen explained that SF puts a lot of peoples' names on Abstracts because only someone listed as an author can make the presentation to AHPA. Kathleen will work with Lisa to develop the Visitacion Valley SCAN abstract, and with Ed regarding the PwP proposals. Others are welcomed to participate. Deadline is 02/10/06 to submit proposals.

7. Review Council Agenda for February 9, 2006

Tracey and Israel explained that Willi McFarland is still collecting consensus data. He will present to the Steering Committee at the 02/23/06 meeting. Members of the CARE Council would be invited to attend that meeting. He could then meet with the Council in April.

A draft agenda was distributed, copies of which are available to absent members upon request.

Tracey reviewed the proposed agenda. She noted that two other things need to be on it:

- ⇒ Nomination and election of At-Large members to the Steering Committee; and
- ⇒ HIV Planning Leadership Seminar (HPLS) delegates for June meeting
 - SF usually sends four delegates - two Co-Chairs and two others from drawing.

Tracey added that there could also be discussion of a possible solicitation regarding gaps identified by last year's Youth Committee. A short document explaining the Committee's recommendation should be distributed.

- In response to Emalie's question, Lisa will check if youth from the Haight district are included the Catherine Geanuracos' work/report; if not Emalie may have suggestions for presenters to discuss that population.
- Kathleen suggested reintroducing the chart of actions to be taken on issues raised during the Council, and showing who should respond.

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Evaluation Process

Kathleen asked if there is a need for committee level evaluation and if the Zoomerang survey fulfills the need. She suggested that Zoomerang go to everyone, including staff at this Committee.

- Perry suggested offering an incentive to completing the Zoomerang survey.

It was agreed that this should be an agenda item for the first Committee meetings. Kathleen will send a copy of the questions on an evaluation form to Vincent for distribution to all committees.

- It was also agreed that for this meeting everyone would be sent the Zoomerang survey.

8. Closure and Evaluation

Tracey thanked participants for their participation. The meeting adjourned at 4:59 PM.

The minutes were prepared by David Weinman and reviewed by Eileen Loughran, Vincent Fuqua, and Gayle Burns.

***THE NEXT MEETING IS SCHEDULED FOR THURSDAY 02/23/06
FROM 3:00 PM TO 5:00 PM - 25 VAN NESS AVE., SUITE 330A***