Housing Committee Meeting Minutes  
December 18, 1997

Present: Bateman, Booth, Foster, Wallace

Roy Bateman announced that he had been called by the San Francisco Redevelopment Agency. HOPWA funds are apportioned according to the percentage of cases living with AIDS in each county. The Redevelopment Agency had updated the AIDS case data and determined on the basis of this data that Marin would be allocated an additional $9,412 in FY 1998 HOPWA funds. It was their recommendation which was endorsed by Roy Bateman that the additional funds, at least temporarily, be given to the long term rental assistance program. The group reached consensus in approving this recommendation.

The Committee would still like information from Hospice of Marin regarding any changes they have seen in the characteristics of clients they see and/or the types of services needed by their clients. It was suggested that County staff could visit the program.

With regard to the need for a housing administrator/housing advocate, Roy Bateman suggested that the standard which should be used for establishing new services in Marin should be determined by comparing our services to those offered in San Francisco. Marin should not fund any services which aren’t also available in San Francisco. Jane Foster stated that she was not sure of the need for a housing advocate. For the occasional client who needs help with a housing search perhaps hours could be purchased from the staff of MCIL and Shelter Plus Care. It was suggested that the staff from those agencies could also provide housing search information to case managers. Jane Foster and Kelly Wallace will look into setting up such a meeting for the 2nd or 3rd week of January.

Chris Booth described her participation in the HIV/AIDS Housing Advocacy proposal review process in Contra Costa County.

The next meeting is tentatively scheduled for the 3rd Thursday in January.

HOUSING COMMITTEE MEETING AGENDA  
January 15, 1998

1. Debriefing from January 13th Housing Forum
COUNTY OF MARIN
OFFICE OF THE ADMINISTRATOR
MEMORANDUM

DATE: December 12, 1997

TO: DEPARTMENTS HEADS WITH ADVISORY BOARD AND COMMISSIONS
STAFF and/or CHAIRPERSONS - BOARDS AND COMMISSIONS

FROM: MARTIN J. NICHOLS, COUNTY ADMINISTRATOR

RE: COUNTY BUDGET PLANNING MEETING - BOARD AND COMMISSIONS

This is a request that you set aside time at your advisory board or commission meeting between January and the end of March to consider county budget issues and establish priorities for inclusion in the county budget document FY 1998-1999.

In order to accommodate this year's schedule, those commissions who responded last year may review their comments and either (1) re-confirm their ideas or (2) make appropriate changes in last year's submission and re-submit them.

Each commission is asked to devote at least part of one of its regular meetings to discussion of budget issues connected with its area of responsibility, including programs and their budgets, and administration. Please list the concerns of your board or commission on the attached form. Your one page report will be combined with those of other commissions as part of the Proposed Budget FY 1998-1999. When department budgets are prepared, the narrative will reflect or comment on their recommendations. Please confine your comments to one page.

Please return your one page report to Suki Sennett, Room 325, no later than March 27, 1998. Please call Suki Sennett at 507-4195 (Ext. 4195) to let her know when your commission plans to discuss the budget. Please direct your questions about the process to Suki.

Attachments: Report Format
'97-'98 Submission
Marin County Boards and Commissions
County Budget Priorities

Name of Board or Commission: 
Members Present: 
Staff Present: 

Date:

SHORT TERM GOALS AND CONCERNS: Ideas for increased or decreased expenditures or revenue, and organizational changes.
1. 
2. 
3. 
4. 
5. 

Comments: 

LONG TERM GOALS AND CONCERNS: Ideas for increased revenue, increased or decreased expenditures, needed facilities and equipment, suggested organizational or program changes.
1. 
2. 
3. 
4. 
5. 

Comments:

Please be concise, confine your response to one page.
Return by March 27 to Suki Sargent, Room 125, Administration Bldg.
Marin County Boards and Commissions
County Budget Priorities

Name of Board or Commission: Marin AIDS Advisory Commission
Date of Meeting: April 10, 1997

Commission: Executive Committee
Members Present: April 10 - Barney Pia Co-Chair, Gail Theller Co-Chair, Robert Baerman Secretary
Staff Present: Chris Booth, Planner Co. AIDS Program, Jon Dean Green, Co. AIDS Program Administrator

SHORT TERM GOALS AND CONCERNS: Ideas for increased or decreased expenditures or revenue, and organizational changes

1. The Commission recommends the maintenance of funding in support of the County HIV Specialty

2. The Commission recommends the maintenance of funding to community-based organizations providing AIDS-related services.

Comments: The above are recommendations of the Executive Committee of the Marin AIDS Advisory Commission.

LONG TERM GOALS AND CONCERNS: Ideas for increased revenue, increased or decreased expenditures, needed facilities and equipment, suggested organizational or program changes

1. The Commission recommends that future funding address needs identified in the annual Marin HIV Action Plan and the three-year Marin County HIV Prevention Plan.

Comments: The above are recommendations of the Executive Committee of the Marin AIDS Advisory Commission.
# November, 1997

## Marin AIDS Advisory Commission

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EXECUTIVE COMMITTEE MEETING MINUTES
September 4, 1997

Present: Theller, Baerman, Booth, Pia

Barney Pia highlighted some activities from the schedule of Fall social events at the Positive Center. He announced that Consumer Research Associates was doing a study of emerging HIV therapies and were seeking HIV+ males between the ages of 21 and 34 who have not been on drug therapies. The study will be conducted on September 15th in San Francisco and participants will receive $100. Interested individuals should contact him for details.

The agenda for the special meeting in September was set. Committee chair openings and committee membership was discussed. A proposed amendment to the By-laws changing the requirement for a Committee Chair to be a Commissioner will be presented for discussion at the September meeting. Robert Baerman spoke to County Counsel, Mari Ann Rivers, regarding her review of the conflict of interest section of the Commission By-laws. He will make any revisions she recommends.

It was agreed that the Commission Officers would write a letter of support for the Medicaid Expansion Initiative. This Initiative proposes expanding Medicaid eligibility to low income individuals from the date of diagnosis. The Officers will bring this matter to the attention of MAPAC also. The Officers will investigate getting a Commission column in IntroPoz magazine.

The Co-Chairs will send a letter to the Marin Community Foundation requesting that they provide funding for the Commission’s needs assessment. Barney Pia is talking to Positive Resources regarding providing HIV+ facilitators for needs assessment activities. He reported that he had received information for the needs assessment from the Babcock Endowment. From July, 1995 through June, 1997 they have served 37 people living with HIV/AIDS and have spent $42,344. The Officers will discuss how to thank them.

Chris Booth
MARIN AIDS COMMISSION MEETING MINUTES
September 25, 1997
The Marin Institute
4:00-6:00 p.m.

Roll Call

Absent: Borges (U), Estes (E), Giorgi (U), Green (E), Hallinan (E), Martin (E), Mibach (E), Slattery (U), Taverna (E), Wolf (E), Zukaitis (E) [11]

STAFF: Booth

GUESTS: Roy Bateman, Jane Foster

The meeting began without a quorum at 4:15 p.m. Co-Chair, Barney Pia explained the Commission’s ground rules and anonymity policy. He welcomed the three new Commissioners and asked individuals to introduce themselves.

COMMISSIONER OPENTIME: Robert Baerman announced that there are 5 open seats for HIV+ individuals on the Commission. He reported that he went to a conference sponsored by the San Francisco AIDS Foundation entitled “Advocacy in a New Era.” He thought the Commission should have sent more representatives because there were so many helpful workshops. He stated that he had forms to sign up to be on the Project Inform mailing list for those who were interested. Barney Pia said he had copies of the book, Placing AIDS/HIV in Remission, by Dr. David Senechek available for purchase.

Alysanne Taylor announced that on site oral HIV testing would be available for a trial period at the Saturday night NEPOM site. She urged Commissioners to send interested exchangers. Gail Theller announced that new Commissioner, Charles Smith, will write articles about Commission business for The Slant.

The meeting was called to order at 4:30 p.m. by Co-Chair, Barney Pia.
COMMITTEE REPORTS:

a) Housing-Kelly Wallace

Kelly Wallace reported that the Housing Committee recommended raising HOPWA long term rent subsidies $100 for families and $50 for individuals for a maximum subsidy of $700 per month for families and $450 per month for individuals effective November 1. This proposed increase would affect 8 of the 9 families currently receiving subsidies and approximately 1/3 of individuals.

The following motion was seconded and passed with one abstention.¹

A> To approve the Housing Committee’s recommendation to raise HOPWA long term rent subsidies for families by $100 for a maximum subsidy of $700 per month and for individuals $50 per month for a maximum subsidy of $450 per month effective November 1, 1997.¹

¹ Vote on Motion (A): FOR: Baerman, Faulk, Hering, Metzger, Smith Taylor, Theller, Wallace (8) ABSTAIN: Pia (1)

Barney Pia asked that the Committee look into whether there was local flexibility in setting the allowable rent caps for the HOPWA long term rental assistance program.

Roy Bateman explained that he needed to inform the San Francisco Redevelopment Agency by mid-October as to Marin’s planned use of Fiscal Year 1998 HOPWA funds. He explained that Marin was currently spending its 1995 allocation because Marin was able to the supplement these formula funds with the use of the competitive grant funds for long term rental assistance. Given this spending pattern and the fact that the Commission would be gathering planning information, he wanted to provide San Francisco with prorated figures based on previous spending levels with the understanding that these figures could be changed in the future based on new spending patterns and planning information. He explained that the reason the projected annual spending rate exceeded the fiscal year allocation was because some projects were not spending at their allocated levels. Kelly Wallace noted that the Committee is obtaining information from providers about their actual program expenses.

The following motion was seconded and passed with one abstention².

B> To approve Roy Bateman's figures for the planned use of Fiscal Year 1998 HOPWA funds to be forwarded to the San Francisco Redevelopment Agency.²
b) Needs Assessment Task Force-Baerman

**Robert Baerman** reported that the proposed AIDS conference had been changed to the end of January. The Marin AIDS Political Action Committee will provide the facilities for the conference. Rep. Nancy Pelosi may be the keynote luncheon speaker. They would like to have youth involved also. The Task Force was currently reviewing the previous needs assessment survey. The Task Force also was discussing the idea of doing focus groups and interviews after survey data was collected.

**Barney Pia** explained that the rationale for doing a needs assessment was to set priorities and keep HIV in the public eye. The resulting information would show where needs are, where they continue to go, and will be of use to provide data to outside funders. It is anticipated that the data collectors will be HIV+ individuals from outside the County.

**San Francisco Planning Council Report- Kelly Wallace**

**Kelly Wallace** reported that in the worst case scenario for funding of the 1998/99 CARE grant application if San Francisco received a 14% cut, Marin and San Mateo Counties would be held harmless to the cut and receive level funding. The San Francisco Planning Council had consolidated the list of service categories to 7. The 1998/99 grant application would reflect their cuts in mental health, case management, and food services; funding for volunteer services would be eliminated with the activities added to peer services; there would be level funding for medical care and substance abuse treatment with funding for housing was increased.

**Barney Pia** noted that if the Department of Health and Human Services had concerns about the Commission these concerns should be directed to the Co-Chairs.

The meeting was adjourned at 5:30 p.m.

Respectfully submitted,

[Signature]

Robert Baerman, Secretary
AGENDA

* Vote Required

I. Call to Order, Anonymity, Ground Rules, Introductions

II. Review of Agenda

III. Appointments and Resignations

IV. Review of July 24, 1997 and September 25, 1997 Minutes*

V. Public Comment/Input (15 minutes max.)

VI. Commissioner Open Time (15 minutes max.)

VII. Chair Report - Pia
    - Confidentiality issues
    - Legislative issues
    - Holiday party?

VIII. Staff Report - Green

IX. San Francisco HIV Health Services Planning Council Report - Wallace

X. Committee Reports
   • By-laws Committee - Baerman
     - Proposed change in Committee Chair requirement
     - By-laws revisions*
   • Programs and Services - Pia
   • Housing - Wallace
   • Ad hoc
     - Needs Assessment Task Force - Baerman
     - Membership - Wolf
     - HIV Prevention Community Planning Group - Taylor

XI. Old Business

XII. New Business
    - Committee sign-up sheets
# October, 1997

**Marin AIDS Advisory Commission**

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SPECIAL MEETING

MARIN AIDS COMMISSION
The Marin Institute
24 Belvedere Street--Conference Room, San Rafael
Thursday, September 25, 1997
4:00 p.m. - 6:00 p.m.

AGENDA

I. Call to Order, Anonymity, Ground Rules, Introductions

II. Housing Committee-Wallace
   -Recommendation to increase long-term rental assistance subsidies for individuals
   and families*

III. Ad hoc By-laws Committee-Baerman
    -Proposed change in Committee Chair requirement
    -By-laws revisions*

IV. Ad hoc Needs Assessment Task Force-Baerman/Pia/Theller
    -Progress report

* Vote Required
The enclosed package includes the new By-Laws which will be voted on at this meeting. The only part of the By-Laws that will not be voted on will be Article 4, Conflict of Interest, due to the tardiness of County Counsel.
MARIN AIDS COMMISSION

By-Laws as Adopted October 27, 1994
(Revised September 25, 1997)
(Adopted September 25, 1997)

Article 1. Name

The name of this Commission shall be the Marin AIDS Commission. (AIDS is an acronym for Acquired Immune Deficiency Syndrome.)

Article 2. Purpose

This Commission was established September 29, 1987 by the Marin county Board of Supervisors following the adoption of the Marin AIDS Local Response Plan. The purpose of this Commission shall be to advise the Department of Health and Human Services and the Board of Supervisors on the development, implementation and coordination of AIDS programs, including all other concerns related the HIV. (HIV is an acronym for Human Immunodeficiency Virus.) In addition, the Commission serves as the advisory body for Ryan White CARE Act funds.

Article 3. Meetings

A. The regular meetings shall be held quarterly at a date, hour and place as determined by a majority of the members of the Commission.

B. Special meetings may be called as necessary, if requested by two-thirds of the Executive Committee or by a majority of the Commission.

C. All meetings of the Commission, including Committee Meetings, shall be open to The public and shall be subject to the provision of chapter 9 (commencing with section 549500 of part 1 of Division 2 of Title 5 of the California Government Code relating to meetings of local agencies).

D. All meetings shall be held at locations consistent with requirements of the American Disability (ADA).

E. The members of the Commission shall serve without compensation, but may be reimbursed for any actual and necessary expenses incurred in connection with their duties, in accordance with County policy and concurrence of the Commission's Executive Officers.
Article 3. Meetings (cont’d)

F. A quorum shall be fifty-one (51%) percent of the total appointed membership of the Commission. A roll call vote shall be taken when the action impacts a funding Decision or when requested by any member in attendance. Passage of resolutions/motions and approval of Commission actions shall require a majority affirmative vote of the Commissioners present and voting providing a quorum has been established and maintained. Abstentions shall be recognized when a bona fide conflict of interest has been declared.

G. The Marin County Chief of HIV/AIDS Services is designated staff to the Commission and the designated Health Department vote during Ryan White Title II decisions.

Article 4. Conflict of Interest

The determination of Conflict of interest in whether a Commissioner has a “material financial interest” in a given transaction is known as a “self-dealing transaction.” It should be noted that a transaction is not self-dealing if the benefit to the Commissioner results because he/she is in the class of persons entitled to benefit from the program.

A. It is understood that the Marin AIDS Commission and each of its members:

1. Will not be directly involved in the administration of any grant using either private or public moneys

2. Will not designate particular entities as recipients of any type of funding

3. Will ensure that Commissioners who have a financial interest in or are members of a public or private entity seeking Commission related funding will not participate directly or in any advisory capacity in the process of selecting entities to receive such funding

4. Will ensure that all Commissioners abide by Marin County’s conflict of interest standards including annual completion of form 730 as well as a Statement of Economic Interest form.

5. Will at all times comply with the law of the State of California regarding conflicts of interest, including, but not limited to Article 4 of Chapter 2., Division 4, Title 1 of the California Government Code, Commencing with Section 1090, and Chapter 7 of Title 9 of said Code, commencing with Section 871000, including regulations promulgated by the California Fair Political Practices Commission.
Article 4. Conflict of Interest (Cont’d)

B. Once Conflict of Interest is publicly declared in a given matter, the “interested” party may participate in discussion regarding the matter but may not vote on the matter.

C. In order to maintain systems that are effective and minimize conflict of interest, the Commission will review its policies, procedures and bylaws regularly to ensure they satisfactorily address conflict of interest.

Article 5. Membership

The membership of this Commission shall consist of eighteen (18) or more, with a goal of 51% minimum of self-identified persons living with HIV; and representatives from the attached list.

Agencies:

- non-profit community-based organizations
- local health departments
- local public health tuberculosis controllers
- mental health provider
- social service provider
- health care provider
- substance use provider
- community health care clinics
- cities or other jurisdictions or special districts providing HIV services
- agency receiving HIV testing and early intervention funds
- non-elected community leaders
- representatives of State administered CBC projects
- hospice/custodial care provider
- local housing provider
- legal representative

Affected Communities:

- physically disabled
- visually or hearing impaired
- mentally ill
- developmentally disabled
- gay, lesbian, bisexual & transgender
- homeless/low income
- Hemophiliacs & other blood products recipients
- incarcerated (representatives)
Article 5. Membership (cont’d)

women
advocates for new immigrants & undocumented persons
Marin business community
religious community
children & adolescents
gay men of color
substance use/recovery
Ethnic groups including:
  Latina/o
  African Americans
  Asians
  Pacific Islanders
  Native Americans
educators
students

Individuals:

persons with HIV/AIDS and their advocates

A. Goals and Timetables:
   1. The goal of 51% minimum representation of self-identified HIV + members shall be reached within three (3) years of adoption of this policy. (A deviation of 10% of the goal shall be deemed acceptable in any given year and shall not trigger section A2 below.

   2. If the goal of 51% is not reached within three (3) years of adoption of this policy, then no new members from any other constituency may be thereafter appointed until this goal is reached.

B. A vacancy shall exist when a commission member submits a written resignation to the Commission officers or to the County Chief of HIV/AIDS Services, 10 N. San Pedro Rd., Ste #1004, San Rafael, Ca. 94903; when a Commission member fails to attend meetings pursuant to Article 5 paragraph (G) herein; when a Commission member’s death, disability or circumstances prevent serving.

C. After being advised by the Commission of a vacancy, the application process is as follows:
   1. Vacancies will be listed on the Web and in The Independent Journal

   2. Applications available at all agencies
Article 5. Membership (cont'd)

3. Completed applications sent to the Secretary of Marin AIDS Commission C/o the Marin County AIDS Office
   Marin AIDS Commission
   Marin Count AIDS Office
   10 North San Pedro Road
   Suite 1004
   ATTN: Commission Secretary
   San Rafael, Ca 94903

4. Monthly review & selection of applicants by the Executive Committee

5. Applicants notified within sixty (60) days

6. Selected applicants forwarded to the Board of Supervisors for acceptance

D. If it serves the needs and interests of the Commission, more than one individual who is Board, staff or consultant of the same agency may be appointed to the Commission.

E. The intent of the Commission is to encourage membership that shall reflect the economic, ethnic, racial, gender, sexual orientation and geographic areas of Main and the communities affected by HIV in Marin County.

F. Members are expected to attend all meetings of this Commission. A member who is unable to attend a given meeting shall give advance notice of his/her inability to attend either to one of the Officers of the Commission or the Marin County Chief of HIV/AIDS Services.

G. A member who is absent from one (1) commission meeting, and/or three (3) monthly committee meetings, except special meetings, in any twelve (12) month period without prior notification shall be deemed to have relinquished his/her membership on the Commission. In such event, the member's status will be noted at the next scheduled meetings and recorded in the Commission's minutes. Appeals may be heard at the discretion and convenience of the Executive Committee. (Commissioners may apply for a Leave of Absence of up to six (6) months. Requests for Leave of Absence shall be made to the commission on a Leave of Absence Request Form).

H. Each member of the commission shall be appointed for a term of three (3) years.

I. Each member of the Commission shall be expected to serve on at least one (1) committee of the Commission.
Article 6. Officers

A. Officers of this Commission shall be Chair, Vice-Chair and Secretary. However, after the election of the officers, the Chair and Vice-Chair may agree to serve as Co-Chairs and shall be recognized and designated as such.

B. At the regular January meeting, the Commission shall elect members to the above offices. Nominations shall be submitted by the Executive Committee that may appoint an ad hoc Nominating Committee, and/or made from the floor.

Article 6. Officers

C. The officers shall be elected to serve for one (1) year or until their successors are elected.

Article 7. Committees

A. The Executive Committee shall consist of the officers of the Commission, the Chairs of the standing committees, the immediate past chair, and two (2) persons from the group designated a Persons Living with HIV who shall be selected by the Executive Committee.

B. The Executive Committee shall have general supervision of the affairs of the Commission between its regular meetings and shall make recommendations to the Commission. The Executive Committee, shall be subject to the orders of the Commission, and none of its acts shall conflict with action taken by the Commission.

C. In addition to the Executive Committee, there shall be a Budget and Planning Committee, Prevention and Education Committee, Program & Services Committee, Medical Committee, Housing (HOPWA) Committee, as standing committees. The Executive Committee may establish ad hoc committees to assist the Commission in carrying out its functions.

D. Standing Committees shall be chaired by a member of the commission appointed by the Chair of the Commission. The Committee Chair shall appoint members of the committee that may include members of the community who will have a vote.

Article 8. Amendments and Parliamentary Rules

A. The meetings of this Commission shall be conducted in accordance with “Robert’s Rules of Order, Revised”

B. A Parliamentarian may be appointed by the Chair of the Commission.
Article 8. Amendments and Parliamentary Rules

C. These By-Laws may be amended at any meetings of the Commission by a two-thirds (2/3) vote of the full seated membership, and final acceptance by the Marin County Board of Supervisors, provided that copies of the proposed amendments are sent to all members of the Commission at least ten (10) days prior to the meeting at which such action is taken.

D. These By-Laws shall become effective immediately upon their adoption.
EXECUTIVE COMMITTEE MEETING MINUTES
September 4, 1997

Present: Thaller, Baerman, Booth, Pia

Barney Pia highlighted some activities from the schedule of Fall social events at the Positive Center. He announced that Consumer Research Associates was doing a study of emerging HIV therapies and were seeking HIV+ males between the ages of 21 and 34 who have not been on drug therapies. The study will be conducted on September 15th in San Francisco and participants will receive $100. Interested individuals should contact him for details.

The agenda for the special meeting in September was set. Committee chair openings and committee membership was discussed. A proposed amendment to the By-laws changing the requirement for a Committee Chair to be a Commissioner will be presented for discussion at the September meeting. Robert Baerman spoke to County Counsel, Mari Ann Rivers, regarding her review of the conflict of interest section of the Commission By-laws. He will make any revisions she recommends.

It was agreed that the Commission Officers would write a letter of support for the Medicaid Expansion Initiative. This Initiative proposes expanding Medicaid eligibility to low income individuals from the date of diagnosis. The Officers will bring this matter to the attention of MAPAC also. The Officers will investigate getting a Commission column in IntroPoz magazine.

The Co-Chairs will send a letter to the Marin Community Foundation requesting that they provide funding for the Commission’s needs assessment. Barney Pia is talking to Positive Resources regarding providing HIV+ facilitators for needs assessment activities. He reported that he had received information for the needs assessment from the Babcock Endowment. From July, 1995 through June, 1997 they have served 37 people living with HIV/AIDS and have spent $42,344. The Officers will discuss how to thank them.

Chris Booth
COUNTY OF MARIN
Department of Health & Human Services
AIDS Advisory Commission

Housing Committee Meeting Minutes
August 20, 1997

Present: Booth, Slattery, Foster, Wallace, Bateman, Bristol

Kate Bristol provided information about the effects of raising long-term rental subsidies. Using the criterion of rent-burdened, or paying more than 30% of monthly income for rent, from the rent role in March 8 of 9 families would qualify. If their subsidies were raised $100 per month it would cost an additional $5,800 per year. It was noted that these families paid rents of $900 per month or more. Brian Slattery stated that he wouldn't support giving something to families and nothing to individuals. If the subsidies for single people and couples were raised $50 per month, 27 of 76 households would qualify for an additional annual cost of $13,500. If the subsidy for these households was raised $100 per month, the additional cost would be an additional $23,000 per year.

Brian Slattery inquired as to whether we were currently spending less than anticipated on short-term and end stage care so that we would have enough HOPWA funding to afford these increases. Roy Bateman responded that because HOPWA was not on a yearly contract cycle that question was difficult to answer. Kate Bristol pointed out that the rental market was bad because of the low vacancy rate and rent increases. Roy Bateman suggested that the decision to raise rent subsidies may depend on how confident one feels that there won't be a decrease CARE money. One approach could be to meet the need levels for those who can't work and think about cutting back on letting those who are not disabled get into the program. It was not anticipated that there would be a change in the number of individuals needing rental assistance because they are finding that the new drugs people are taking are not providing sustained benefit. There was a consensus to support raising long term rent subsidies for both individuals and families. This recommendation will go to the Executive Committee on September 11 where a quorum of the Commission must be present to vote to approve this recommendation*. Commissioners will be reminded that only those who do not have a conflict of interest may vote. Once the recommendation is approved, it will take effect the following month.

Roy Bateman feels that there needs to be a broad planning process which considers both CARE and HOPWA moneys. Since he is not in the AIDS field, it is difficult for him to do planning. It would be helpful if HOPWA contractors did more complete reporting similar to that of CARE contractors. It was suggested that HOPWA contractors submit monthly invoices similar to CARE invoices which include the number of unduplicated clients served and the number of units of service provided. Roy Bateman and Chris Booth will work on that. There will not be a meeting in September because two of the Committee members will be attending a conference.

*This item will no longer be on the Executive Committee agenda as a special Commission meeting has been called for September 25th.
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**Executive Meeting** - 10 N San Pedro, #1006
San Rafael

**Housing** - 10 N San Pedro, #1006, San Rafael

**Programs and Services**, MAIN Methodist Church,
9 Ross Valley, San Rafael

**Note:** Next MAAC Meeting, October 23, 1997
MARIN AIDS COMMISSION MEETING MINUTES
July 24, 1997
The Marin Institute
4:00-6:00 p.m.

Roll Call

MEMBERS: Present: Baerman, Giorgi, Hering, D. Martin, Metzger, Pia,
Slattery, Wallace [8]
Absent: Borges (E), Estes (E), J. Martin (N), Hallinan (N), Mibach (N), Taverna
(E), Theller (E) Wolf (E), Zukaitis (E) [9]
STAFF: Booth, Green
GUESTS: Roy Bateman, Penny Chernow, Tom Faulk, Marty Martin, Lynette
Shaw, Charles Smith, Alysanne Taylor

The meeting was called to order at 4:11 p.m. by Co-Chair, Barney Pia. He
explained the Commission’s ground rules and anonymity policy. He asked
individuals to introduce themselves. He announced that Co-Chair, Gail Theller
had to leave to take care of some personal business.

Appointments and Resignations—Robert Baerman announced that Kimberly
McQuade had resigned. He has received some new applications. Gregory
Giorgi asked about getting input from those who leave the Commission. Barney
Pia reported that they have a tool to do exit interviews. Gregory Giorgi inquired
about the possibility of filling the supervisory district seats with individuals from
the district. Robert Baerman stated that these seats won’t exist under the new
By-laws.

The following motion was seconded and passed with two abstentions.¹

A> To approve the June 26th meeting minutes as written.¹

¹ Vote on Motion (A):

| FOR: | Baerman, Hering, D. Martin, Metzger, Pia, Slattery (6) |
| ABSTAIN: | Giorgi, Green (2) |

PUBLIC INPUT: Lynette Shaw announced that she would like to rejoin the
Commission but she understood that the Commission was in the process of
revising its By-laws regarding membership seats. She reported that the
Cannibis Buyers Club had a use permit in Fairfax and was currently serving 400
patients. The Club was open 10 a.m. to 7 p.m. week days and 11 a.m. to 3 p.m. Saturdays. The phone number for the Medical Alliance for Medical Marijuana is 256-9328. She was working closely with Chief Anderson of the Fairfax Police. Brian Slattery expressed concern regarding the confidentiality of the names of Club members. She assured Commissioners that this information was secure. It was requested that she make a more in-depth presentation at a future time.

**COMMISSIONER OPENTIME:** Barney Pia announced that a new cycle of the Wellness Program was starting. New classes offered included paper mache and surfing the HIV websites.

**CHAIR REPORT- Pia**

Barney Pia reported that several Commissioners attended a meeting with the Marin Community Foundation to discuss their intentions in the area of HIV funding. They didn’t seem to want to hear about HIV needs but rather wanted feedback on their plan to fund outreach and education but no direct services. In any case there will be no new grants in the area for 12 months. Brian Slattery thanked Gail Thaller for saying they did not appear to care about white gay men, needle exchange, or alternative therapies.

**STAFF REPORT-Jon Dean Green**

Jon Dean Green summarized a memo from Dr. Tom Peters which stated that until and unless contractors received a directive from Dr. Peters’s office regarding change in client eligibility or program availability, contractors were to continue with current eligibility and program guidelines. He distributed a list of the current AIDS Drug Assistance Program drugs which now includes rescriptor.

Jon Dean Green reviewed the past and present CARE funding situation. The San Francisco EMA currently receives $37 million. In the past the distribution of funds was based on the percentage of persons living with AIDS in the county. Prior to the 1993 definition change San Francisco received 86%, San Mateo 7%, and Marin 7%. After the change in definition San Francisco would have received the bulk of the funding for a one year period as San Francisco had the majority of cases under the new definition. However since that time San Francisco has held Marin harmless at the 6.8% level. Marin now receives $1,513,482. In estimating how much money is needed for FY 1998 San Francisco must consider not only how much money is needed to keep level funding but how much is needed to keep level services.

The Federal government has moved the timeline for the CARE Application up so that it can distribute funds in a timely fashion. The CARE application is now due on 9/30/97. Jon Dean Green reminded Commissioners that for FY96/97 San Francisco wrote contracts for 11 months starting 4/1/97. To provide level
services San Francisco must include the 12th month of funding and get through 1998/99 so they will need to ask for an additional $4 million or $41 million total (a 15% increase).

To get through the current year San Francisco has had rollover moneys. San Francisco continues to need to move HOPWA support services on to CARE funding. Also they have recently used unspent money to fund short-term rental assistance which they don’t want to discontinue next year. If San Francisco received level funding ($37 million), Marin’s share would decrease to $1,286,460 for a loss of $227,022. To manage this decrease Marin could move more services such as attendant care and emergency funds off of CARE on to HOPWA funding which would still leave a $50,000 shortfall which could conceivably be picked up by the County. If San Francisco received a 20% reduction in funding Marin would receive a decrease of $300,000 which after moving some services to HOPWA would create a deficit of $130,000 which would be very difficult to make up.

Brian Slattery pointed out that the situation was made worse by San Mateo’s choice to take one time supplemental moneys which Marin chose not to pursue but now San Mateo is taking the same cut as Marin. He also pointed out that Marin should not be penalized for running services so efficiently that we don’t have waiting lists. Jon Dean Green stated that we won’t find out about the CARE allocation until December. The one piece of good news is that Marin residents will have access to shallow rent subsidies through San Francisco AIDS Emergency Fund.

Brian Slattery asked how this information related to the vote to increase HOPWA rent subsidies later in the agenda. Jon Dean Green said that by increasing HOPWA spending there will be less funds available to fund CARE programs in the event they must be shifted to HOPWA funding. Dave Martin asked how closely our service categories matched theirs. Jon Dean Green answered that the bulk of our priorities match San Francisco’s. Barney Pia asked how ADAP fit in. Jon Dean Green responded that ADAP funds are allocated locally and the House approved an 80% increase in the Federal appropriation for ADAP. Also San Francisco is just a pass through for Title II funds. Jon Dean Green announced that he would be on vacation in August, and at the San Francisco AIDS Office in September where he can be reached at 554-9492.

Barney Pia concluded that the Commission should continue prioritization activities through a needs assessment and conference. He read a memorandum of understanding from MAPAC regarding the division of duties between the Commission and MAPAC. Brian Slattery cautioned that the Commission shouldn’t be doing business with a PAC which has no constituency and no accountability. Barney Pia explains that MAPAC will get the conference facility and do publicity for the conference and in the process get educated regarding
HIV needs. Dave Martin stated that he was unclear on the relationship between the needs assessment and the conference. Barney Pia clarified that the purpose of the conference was to discuss HIV needs identified by the needs assessment and identify ways MAPAC can be of help which should revitalize and prioritize the political action priorities for Marin. Kelly Wallace hoped that the conference would also consider education and prevention needs.

San Francisco Planning Council Report- Kelly Wallace

Kelly Wallace reported that he has attended Planning Council meetings every Monday since June at which they have mainly been talking about process. On August 23rd there will be an all day retreat.

COMMITTEE REPORTS:

a) Executive Committee-See Minutes. Gail Theller will present Kimberly McQuade a plaque of appreciation from the Commission at CAM. Robert Baerman distributed a Committee sign-up sheet. Each Commission member needs to participate on a Committee. For next time Commissioners should think about whether they want to have proxy votes or not.

b) MMS/Clinic Committee- No report

c) Programs and Services- Barney Pia reported that the Committee discussed what a needs assessment might look like.

d) Housing- Roy Bateman announced that CALPERS was offering long term care insurance. This insurance was available to any public employee, or their families including parents. The insurance covers care in a nursing home or at home for $600 per year. This type of coverage is not offered by insurance companies. The initial screening only asks whether the applicant is already receiving long term care and little medical screening is done. The deadline for sign-ups is in one week.

Roy Bateman noted that at the most recent Housing Committee meeting, members developed some recommendations regarding the needs assessment process however because of lack of time these recommendations can be read in the Committee's meeting minutes. The Committee has made a recommendation to increase subsidies for families with children by $100, increasing the subsidy from $600 to $700 per month. The Committee decided on this split approach because of concerns about the future funding for CARE services and the possibility that funding for some of them may need to be switched to HOPWA funding.
Brian Slattery expressed opposition to the increase because individuals need subsidy increases also. Kelly Wallace explained that the financial burden was more for families because they must spend more than 30% of their incomes to rent larger places.

The following motion was seconded and passed with one no vote and one abstention².

| B> | To table the vote on an increase in the long term rental assistance subsidy to families.² |

| ² Vote on Motion (B): | FOR: | Baerman, Giorgi, Hering, D. Martin, Metzger, Wallace (6) |
| | AGAINST: | Slattery (1) |
| | ABSTAIN: | Pia (1) |

The next Housing Committee meeting will be August 21st at 11:30 a.m. If a quorum of the Commission is present, the Executive Committee will vote on the increase at its September 11th meeting.

e) Women's, Children, Families-Chernow

Penny Chernow restated the Committee Report's recommendation that a committee be formed to work with the Specialty Clinic on implementing those program aspects identified as important by other health care providers who serve women. She noted that the care for women at the Clinic is good but could be improved. She acknowledged that many of the recommended changes can't be implemented at the present time due to lack of Clinic space. She clarified that it was not true that women had to bring their children on buses to get to medical care appointments because taxi vouchers could be used. Brian Slattery pointed out that this Committee's report is on the agenda of the Medical Committee's meeting in September. He clarified that the Medical Committee has oversight of the Specialty Clinic and may be helpful in facilitating implementation of the Report's recommendations.

f) Ad Hoc Revitalization Committee/By-laws-Robert Baerman

Robert Baerman distributed copies of the old and proposed new By-laws. Copies of these materials will also be included in the next Commission mailing. Commissioners should review these materials so that they can be discussed at the October meeting.

g) Membership committee-No report

OLD BUSINESS: None

NEW BUSINESS: None
The meeting was adjourned at 6:15 p.m.

Respectfully submitted,

Robert Baerman, Secretary
Housing Committee Meeting Minutes
July 17, 1997

Present: Booth, Bateman, Bristol

Roy Bateman reported that he had been advised that it was permissible to use the competitive HOPWA long term rental assistance funds on a case by case basis toward the fee for a residential placement outside the county. He was still waiting to hear from the San Francisco Redevelopment Agency whether it was okay to use the FY1994 non-competitive funds set aside for a residential hospice facility to pay for bed days at Maitri in San Francisco or other residential facilities.

The County has signed a contract with the San Francisco Redevelopment Agency for FY 1995 HOPWA funds. After the contract is signed by the Redevelopment Agency, the County will sign a contract with Hospice of Marin for services to be provided with these funds.

Kate Bristol announced that if the Marin AIDS Commission approved the $100 long term rental subsidy increase for families, the change will go into effect on August 1st with increases seen in the September 1st subsidy checks. Roy Bateman already wrote a letter to HUD for authorization to increase benefit levels. HUD responded that benefit levels could be increased as long as this change did not substantially alter the program as per the relevant HOPWA regulation, 24 CFR 574.260.

Chris Booth reported that the Marin AIDS Commission and the Marin AIDS Political Action Committee will co-sponsor a needs assessment and informational conference. Since the Housing Committee’s specific planning effort would be duplicative of the Commission’s, the Housing Committee will table its planning effort to see if the Commission’s needs assessment produces planning information the Housing Committee can use.

The Committee discussed recommendations it could make to the Commission regarding the successful methodology the Committee used to get planning information from HOPWA contractors: The Committee recommended using a zero-based priority setting method using a balanced process of gathering data from clients and service providers. Important information to obtain would include the number of clients served and actual dollars spent per month for all AIDS services for the last two years with identification of trends and explanations for same; analysis of what proportion of clients are successfully
using new drugs and how these new drugs will change client needs in each service category.

In addition it would be important to survey those who don’t already receive services and perhaps do a clinical assessment of a sample of clients to obtain information about needs that clients might be reluctant to report like the need for substance abuse treatment or mental health services. For any new needs identified it would be important to determine an estimate of the prevalence of the need. The Committee recommends that the Commission establish a small group of volunteers to design and oversee the effort with work done by AIDS Office staff with volunteer support.

**Agenda**
**August 21, 1997**

1. Raising rent subsidies reconsidered
MARIN AIDS COMMISSION

By-Laws as Adopted October 27, 1997
(Revised July 24, 1997)
(Adopted July 24, 1997)

Article 1. Name

The name of this Commission shall be the Marin AIDS Commission. (AIDS is an acronym for Acquired Immune Deficiency Syndrome.)

Article 2. Purpose

This Commission was established September 29, 1987 by the Marin county Board of Supervisors following the adoption of the Marin AIDS Local Response Plan. The purpose of this Commission shall be to advise the Department of Health and Human Services and the Board of Supervisors on the development, implementation and coordination of AIDS programs, including all other concerns related the HIV. (HIV is an acronym for Human Immunodeficiency Virus). In addition, the Commission serves as the advisory body for Ryan White CARE Act funds.

Article 3. Meetings

A. The regular meetings shall be held quarterly at a date, hour and place as determined by a majority of the members of the Commission.

B. Special meetings may be called as necessary, if requested by two-thirds of the Executive Committee or by a majority of the Commission.

C. All meetings of the Commission, including Committee Meetings, shall be open to the public and shall be subject to the provision of chapter 9 (commencing with section 549500 of part 1 of Division 2 of Title 5).

D. All meetings shall be held at locations consistent with requirements of the American Disability (ADA).

E. The members of the Commission shall serve without compensation, but may be reimbursed for any actual and necessary expenses incurred in connection with their duties, in accordance with County policy and concurrence of the Commission’s Executive Officers.

F. A quorum shall be fifty-one (51%) percent of the total appointed membership of the Commission. A roll call vote shall be taken when the action impacts a funding
Article 3. Meetings (cont’d)

Decision or when requested by any member in attendance. Passage of resolutions/motions and approval of Commission actions shall require a majority affirmative vote of the Commissioners present and voting providing a quorum has been established and maintained. Abstentions shall be recognized when a bona fide conflict of interest has been declared.

G. The Marin County Chief of HIV/AIDS Services is designated staff to the Commission and the designated Health Department vote during Ryan White Title II decisions.

Article 4. Conflict of Interest

The determination of Conflict of interest in whether a Commissioner has a “material financial interest” in a given transaction is known as a “self-dealing transaction.” It should be noted that a transaction is not self-dealing if the benefit to the Commissioner results because he/she is in the class of persons entitled to benefit from the program.

A. It is understood that the Marin AIDS Commission:

1. Will not be directly involved in the administration of any grant using either private or public moneys
2. Will not designate particular entities as recipients of any type of funding
3. Will ensure that Commissioners who have a financial interest in or are members of a public or private entity seeking Commission related funding will not participate directly or in an advisory capacity in the process of selecting entities to receive such funding
4. Will ensure that all Commissioners abide by Marin County’s conflict of interest standards including annual completion of form 730 as well as a Statement of Economic Interest form.

B. Once Conflict of Interest is publicly declared in a given matter, the “interested” party may participate in discussion regarding the matter but may not vote on the matter.

C. In order to maintain systems that are effective and minimize conflict of interest, the Commission will review its policies, procedures and bylaws regularly to ensure they satisfactorily address conflict of interest.
Article 5. Membership

A. The membership of this Commission shall consist of not less than 24 nor more than 47 members to include one representative from the following constituencies unless otherwise designated:

Agencies:

non-profit community-based organizations
local health departments
local public health tuberculosis controllers
mental health provider
social service provide
health care provider
substance us provider
community health care clinics
cities or other jurisdictions or special districts providing HIV services
agency receiving HIV testing and early intervention funds
non-elected community leaders
representatives of State administered CBC projects
hospice/custodial care provider
local housing provider
legal representative

Affected Communities:

physically disabled
visually or hearing impaired
mentally ill
developmentally disabled
gay, lesbian, bisexual & transgender
homeless/low income
Hemophiliacs & other blood products recipients
incarcerated (representatives)
women
advocates for new immigrants & undocumented persons
Marin business community
religious community
children & adolescents
gay men of color
substance use/recovery
Ethnic groups including:

Latina/o
African Americans
Asians
Article 5.  Membership (cont’d)

Pacific Islanders
Native Americans
educators
students

Individuals:

persons with HIV/AIDS and their advocates

B.  After being advised by the Commission of a vacancy, the application process is as follows:

   1)  Vacancies will be listed on the Web and in The Independent Journal

   2)  Applications available at all agencies

   3)  Completed applications sent to the Secretary of Marin AIDS Commission C/o the Marin County AIDS Office
       Marin AIDS Commission
       Marin Count AIDS Office
       10 North San Pedro Road
       Suite 1004
       ATTN:  Commission Secretary
       San Rafael, Ca  94903

       4)  Monthly review & selection of applicants by the Executive Committee

       5)  Applicants notified within sixty (60) days

       6)  Selected applicants forwarded to the Board of Supervisors for acceptance

C.  If it serves the needs and interests of the Commission, more than one individual who is Board, staff or consultant of the same agency may be appointed to the Commission.

D.  The intent of the Commission is to encourage membership that shall reflect the economic, ethnic, racial, gender, sexual orientation and geographic areas of Main and the communities affected by HIV in Marin County.

E.  Members are expected to attend all meetings of this Commission.  A member who is unable to attend a given meeting shall give advance notice of his/her inability to attend either to one of the Officers of the Commission or the Marin County Chief of HIV/AIDS Services.
Article 5. Membership (cont'd)

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G. Each member of the commission shall be appointed for a term of three (3) years.

H. Each member of the Commission shall be expected to serve on at least one (1) committee of the Commission.

I. A vacancy shall exist when a commission member submits a written resignation to the Commission officers or to the County Chief of HIV/AIDS Services; when a Commission member fails to attend meetings pursuant to paragraph (3) herein; when a Commission member's death, disability or circumstances prevents serving.

Article 6. Officers

A. Officers of this Commission shall be Chair, Vice-Chair and Secretary. However, after the election of the officers, the Chair and Vice-Chair may agree to serve as Co-Chairs and shall be recognized and designated as such.

B. At the regular January meeting, the Commission shall elect members to the above offices. Nominations shall be submitted by the Executive Committee which may appoint an ad hoc Nominating Committee, and/or made from the floor.

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Article 7. Committees (cont’d)

commission. The Executive Committee, shall be subject to the orders of the Commission, and none of its acts shall conflict with action taken by the Commission.

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A. The meetings of this Commission shall be conducted in accordance with “Robert’s Rules of Order, Revised”

B. A Parliamentarian may be appointed by the Chair of the Commission.

C. These By-Laws may be amended at any meetings of the Commission by a two-thirds (2/3) vote of the full seated membership, and final acceptance by the Marin County Board of Supervisors, provided that copies of the proposed amendments are sent to all members of the Commission at least ten (10) days prior to the meeting at which such action is taken.

D. These By-Laws shall become effective immediately upon their adoption.
### Marin AIDS Advisory Commission

#### August, 1997

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**Executive Meeting**
- 10 N San Pedro, #1006, San Rafael

**Housing Meeting**
- 10 N San Pedro, #1006, San Rafael

**Programs and Services, MAIN Metho. Church, 9 Ross Valley, SR**

**Note:** Next MAAC meeting, October 23, 1997

**10:**
- 12:15 PM - 2:00 PM **EXECUTIVE**

**17:**
- 11:30 AM - 1:00 PM **HOUSING**
- 1:30 PM - 2:30 PM **PROGRAMS & SERVICES**
MARIN AIDS COMMISSION
The Marin Institute
24 Belvedere Street--Conference Room, San Rafael
Thursday, July 24, 1997
4:00 p.m. - 6:00 p.m.

AGENDA

* Vote Required
I. Call to Order, Anonymity, Ground Rules, Introductions

II. Review of Agenda

III. Appointments and Resignations

IV. Review of June 26, 1997 Minutes*

V. Public Comment/Input (15 minutes max.)

VI. Commissioner Open Time (15 minutes max.)

VII. Chair Report - Pia
     - Meeting with Marin Community Foundation

VIII. Staff Report (including CARE Update)- Green

IX. San Francisco HIV Health Services Planning Council Report-Wallace

X. Committee Reports
   • Executive Committee-Theller
   • Medical Committee-Estes
   • Programs and Services - Pia
   • Housing - Wallace/Bateman
     - Raise in families’ long term rental assistance subsidy*
   • Women, Children & Families-Chernow
     - Discussion of Women, Children & Families Committee Report
   • Ad hoc
     - Revitalization Committee-Baerman
     -- Discussion of Revitalization Task Force Report Changes
     - Membership-Wolf
     - By-laws

XI. Old Business
    - Formation of ad hoc Needs Assessment Committee

XII. New Business
    - Committee sign-up sheets
Executive Committee Meeting Minutes
July 9, 1997

Present: Baerman, Booth, Pia, Theller

Appointments and Applications-It was announced that Kimberly McQuade had resigned. The Commission will present her with a plaque for her service. Robert Baerman expressed concern about the Commission history in keeping HIV+ women members. Chris Booth mentioned that some Commissions do exit interviews to find out why people are leaving. Chris Booth will provide Gail Theller with examples of exit interviews to use with departing Commissioners.

Robert Baerman noted that some of the current Commission applicants have applied for seats which exist under the old By-laws. However, the only category of seats which are open now are those for persons living with HIV. It was agreed that the 3 applicants for those seats would be invited to the next meeting followed by dinner with the Officers. The applicants will be notified about the status of their applications within a week. Chris Booth will check with the Board of Supervisors’ office regarding their records as to the current number of Commission openings. Robert Baerman will draft a Commissioner job description for future applicants.

Gail Theller, Robert Baerman, and Barney Pia will constitute the ad hoc By-laws Committee and meet to develop new By-laws. A meeting will be held on July 16th at 1:00 p.m. at Community Action Marin.

Committee assignments-At the July Commission meeting a sign-up sheet for each committee will be passed around so that Commissioners may indicate which committee(s) they wish to sit on.

Ad hoc Needs Assessment/Priority setting Task Force-It was suggested that this Task Force consist of Janet Gorewitz, Dori Sproul, Gregory Giorgi, Robert Baerman, and Chris Booth. This task force will be an ad hoc committee of the Programs and Services Committee and will be charged with the development and implementation of a needs assessment. Robert Baerman will be the Chair.

Title II levels of funding-Barney Pia will contact Jeff Byers from the State Office of AIDS to discuss whether they anticipate any change in the formula for awarding funds next year.
Use of letterhead by committees-It was decided that only the Co-Chairs and the Secretary may use letterhead to speak on behalf of the Commission. To ensure consistency and coordination, all other letters and memos which Committees would like on letterhead should go through the Secretary.

Hospice units of service-Jon Dean Green or Roy Bateman will provide available data to the ad hoc Needs Assessment/Priority-setting Task Force.

Respectfully submitted,

Chris Booth
MARIN AIDS COMMISSION MEETING MINUTES
June 26, 1997
The Marin Institute
4:00-6:00 p.m.

Roll Call

Absent: Giorgi (E), Green (E), Hallinan (N), Taverna (E), Wallace (E) [5]

STAFF: Booth

GUESTS: Paul Albritton, Penny Chernow, Jane Foster, Laura Garrison, Pamela Lichtenwalner, Dori Sproul, Alysanne Taylor, Anne Tillotson

The meeting was called to order at 4:07 p.m. by Co-Chair, Barney Pia. He explained the Commission’s ground rules and anonymity policy. He articulated the Commission’s purpose/mission statement and asked individuals to introduce themselves.

Appointments and Resignations - None

The following motion was seconded and passed unanimously. 1

A> To approve the May 22nd meeting minutes as amended. 1

1 Vote on Motion (A): FOR: Baerman, Borges, Estes, Hering, D. Martin, J. Martin, McQuade, Metzger, Mibach, Pia, Slattery, Theller, Wolf, Zukaitis (14)

PUBLIC INPUT: None

COMMISSIONER OPENTIME: Kimberly McQuade apologized if she had offended anyone with her comments in previous meetings. She never meant to attack anyone personally. She knew people were here because they care. Brian Slattery said that he appreciated the get well card the Commission had sent him. Barney Pia announced that he was living with Hepatitis C, HIV, and hemophilia. He and Dori Sproul from Marin AIDS Project were working on a way to share information on these diseases. Alysanne Taylor stated that she had flyers on a forum on Hepatitis coming up in San Francisco.
Robert Baerman announced that the July 10th MMS/HIV Clinic Committee meeting would be a teleconference at 12:00 p.m. entitled “Long Term Strategic Management of HIV” by Dr. Steven Miles sponsored by Roche lab. Reservations for lunch must be made by July 3rd. Dave Martin announced that MAIN would have its monthly prayer service the next day. He thanked those individuals who helped the Alternative Therapies program find additional Ryan White funds to operate in June though at a reduced level. MAIN also raised $7,500 in private donations. There will be a series of forums at the end of the June and the beginning of July for participants concerning program changes and how to maximize funding next year.

CHAIR REPORT- Pia

Barney Pia noted that there have been increasing reports of diabetes in individuals taking protease inhibitors. Dr. Estes added that there have also been reports of changes in appearance due to loss of subcutaneous fat.

STAFF REPORT- Chris Booth

Chris Booth announced that Jon Dean Green could not attend the meeting because he had to go to a meeting in San Francisco regarding the CARE application. She reported that the application will be due in September, 3 months sooner than last year, to meet the October start of the federal government’s fiscal year. She stated that the AIDS Office will need data from CARE contractors no later than July 31 as they were previously notified. Jon Dean Green may also need clients to come to a San Francisco Planning Council meeting on July 14th to speak on the beneficial effects on their lives of programs funded by CARE money. Marin’s CARE contracts for FY 1997/98 are being processed.

Marin AIDS Political Action Committee Presentation-Anne Tillotson

Anne Tillotson who is Secretary of the Marin AIDS Political Action Committee, described the history of the Committee. She stated that the Committee’s purpose is to foster responsible health policy which is accomplished by raising funds for legislation, supporting candidates, and sending out information. Each year they give the Richard Payne award to someone who has made a political contribution in the AIDS area. They are currently taking nominations for this year’s award.

The Committee became concerned with how to support people who are living longer due to protease inhibitors. To this end they came up with the idea of putting on a conference at which service providers can new client needs. MAPAC discussed the idea of conducting a needs assessment and sponsoring a conference with several Commissioners. A Task Force would be created to do
the needs assessment. Paul Albritton added that they had considered scheduling the conference for the first weekend in December to coincide with World AIDS Day. Lynn Woolsey would be invited to attend and Beth Ashley would put a sidebar about the conference in a piece in the *The Marin Independent Journal* about the new face of AIDS.

The following motion was seconded and passed unanimously².

| B> | To approve the completion of a needs assessment and sponsorship of a conference in collaboration with the Marin AIDS Political Action Committee.² |

² Vote on Motion (B): FOR: Baerman, Borges, Estes, Hering, D. Martin, J. Martin, McQuade, Metzger, Mibach, Pia, Slattery, Thelier, Wolf, Zukaitis (14)

**Brian Slattery** noted other areas in which MAPAC could assist the AIDS Commission. He would like to count on their support if there was a change in the way Marin’s AIDS cases were counted to compute Marin’s funding. Dave Martin asked what the Committee was working on legislatively. Alyianne Taylor responded that they would be looking at the funding for the AIDS Drug Assistance Program and following the progress of another needle exchange bill. They were looking at the loss of benefits when an individual returned to work and the need for job retraining. They are following the legislation requiring the mandatory names reporting of those who are HIV+. **Brian Slattery** encouraged MAPAC to continue to do political activity.

**San Francisco Planning Council Report**- Dori Sproul

Dori Sproul reported that **Kelly Wallace** had been formally appointed for only two weeks now and consequently had no written report at this time. He would be involved in the Planning Council’s prioritization process.

**COMMITTEE REPORTS:**

a) Executive Committee-See Minutes

b) MMS/Clinic Committee-Estes

**Dr. Estes** reported that Paul Lofholm had discussed such pharmacy-related issues as the need for pharmacists to do more self-education as well as do more patient counseling regarding new AIDS drugs. They discussed the ramifications of a move toward centralization of the AIDS Drug Assistance Program. There was no financial report from the Specialty Clinic as had been anticipated. Alyianne Taylor explained that she had called Roger Brown and informed him that she would be out of the country for five weeks and unable to provide this
report. She will provide a financial report for the 1996/97 fiscal year in July. The group considered the possibility of sponsoring some public and physician forums on Hepatitis B, C.

c) Ad Hoc Revitalization Committee-Robert Baerman

Robert Baerman distributed the Revitalization Task Force Consensus document for final review. Dr. Estes suggested an amendment to Membership Section 1.1 to add a timetable for implementation of the 51% HIV positive membership goal, allowable variance from goal, and consequences of not meeting the goal. He will develop such an amendment. It was agreed that 13 of 25 seats will be set aside for individuals who are HIV+. Section 1.3 was discussed at length and it was agreed that a person could hold multiple seats. There were deletions of committee charges and the description of the health care provider seat. Brian Slattery pointed out that there was still no Commission grievance procedure. This section will be removed for further discussion. Alysanne Taylor pointed out that the above changes must be incorporated in the Commission By-laws.

The following motion was seconded and passed unanimously:

| C> To approve the Revitalization Task Force consensus document with the changes discussed above³. |

³ Vote on Motion (C): FOR: Baerman, Borges, D. Martin, J. Martin, McQuade, Metzger, Mibach, Pia, Slattery, Theller, Wolf, Zukaitis (12)

d) Direct Services- Barney Pia reported that the Committee discussed what a needs assessment might look like and program eligibility.

e) HIV+ Community Advocates-No meeting

f) Housing-Pia

Barney Pia reported that the Committee recommended increasing the long term rental subsidy from $600 to $700 per month for parents with dependent children. This recommendation will be on the Commission agenda for a vote in July. The Committee will deliberate the need for a raise in individual subsidies in January.

g) Women, Children, & Families-Penny Chernow

Penny Chernow noted that recommendations for increased services for women and children had been made in their March report. The next step would be to form a committee to work with the Specialty Clinic on the implementation of
these recommendations. Dr. Estes said that now someone should present this report to the Medical Committee (a.k.a. MMS/HIV Clinic Committee). This report will be on the agenda for the September meeting.

h) Membership committee-Wolf

Richard Dean Wolf reported that he had distributed a few applications. Alysanne Taylor announced that Lynette Shaw was interested in coming back to the Commission.

OLD BUSINESS: None

NEW BUSINESS: None

The meeting was adjourned at 5:58 p.m.

Respectfully submitted,

Robert Baerman, Secretary
Housing Committee Meeting Minutes
June 19, 1997

Attending: Roy Bateman, Kate Bristol, Jane Foster, Barney Pia, Kelly Wallace

Regrets: Chris Booth

Use of HOPWA Rent Subsidies at an AIDS Residential Facility
In May, Jane Foster had asked whether a HOPWA long-term rent subsidy client, then living in an apartment in Marin, could move to an out-of-county AIDS residential facility, such as Henry House in Sonoma County, and transfer his Marin HOPWA rent subsidy there. Roy Bateman reported that he had obtained approval from the U.S. Department of Housing and Urban Development (HUD) to use rental assistance funds from the HOPWA competitive grant on an a case-by-case basis for out-of-county placements which combine housing and appropriate services. Jane reported that, because Henry House did not have any beds immediately available, the client has gone to a Veterans Administration facility, and plans to move later to the Leland Avenue Residence.

Roy has also asked the San Francisco Redevelopment Agency for authorization to use formula (non-competitive) HOPWA funds to pay for the cost of residential hospice care, or other residential care, located in Marin, San Francisco, or San Mateo Counties, on an as-needed fee-for-service basis.

Proposal to Raise HOPWA Rent Subsidy Level
HOPWA long-term rent subsidies are currently limited to $400 per month for individuals or couples without children, and $600 per month for families with children. Kate Bristol suggested that we consider increasing the limit by $50 for all clients, and she estimated that this would cost $1,400 per month. Kate said that eight families with children are receiving HOPWA rental assistance. Compared to single people, the families have slightly higher incomes, but have a harder time finding housing and face much higher rents because they need bigger apartments.

Kelly Wallace reported that the State of California is considering changing its demographic formula for distribution of 1998-99 fiscal year Ryan White funds, with an uncertain effect on Marin. Any reduction in Ryan White funds would create a shortfall in funding for case management and benefits counseling, and HOPWA might be asked to shift funds to cushion clients from any such cuts. In view of uncertainties about future Ryan White funding, the Committee felt cautious about increasing HOPWA rental
assistance benefit levels. The Committee also felt that the current HOPWA rental assistance limits put families with children under a greater hardship than individuals without children.

*The Committee agreed to recommend to the Marin AIDS Advisory Commission that the maximum HOPWA long-term rental assistance payment for families with children be raised from $600 to $700 per month, effective August 1, 1997. The Committee also agreed to assess the need for an increased benefit level for individuals without children, with the goal of making a recommendation in January 1998 on whether to increase the benefit level for individuals without children.*

Barney Pia agreed to place this issue on the July agenda of the AIDS Advisory Commission. Roy Bateman agreed to write HUD to ask for permission to increase the monthly benefit level by $100 for both families and individuals, with the understanding that only the increase for families would be implemented at this time.

**Process for Identifying and Meeting New Needs**

With changes in the epidemic and new drugs, are new needs emerging to which HOPWA should respond? The Committee feels that we need more of a planning process for the use of HOPWA funds so that we can re-set priorities in view of new information. Committee members feel a need for the AIDS Commission to do a needs assessment that looks at all services from a zero-based priority-setting perspective. To the extent possible, the planning process should focus on the current and future need for each type of service, and not focus on particular service providers. We can speculate about the need to spend more for benefits counseling, acupuncture, and drugs, and perhaps less on end-stage services, but we need more data about changes in needs to make sound decisions. Roy Bateman suggested that the planning process also consider whether giving clients a choice of providers is worth the cost.

**HOUSING COMMITTEE MEETING AGENDA**

July 17, 1997

1. Update on use of HOPWA funds for residential hospice care

2. Update on increases in HOPWA long term rent subsidies

3. Update on needs assessment process
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AGENDA

* Vote Required
I. Call to Order, Anonymity, Ground Rules, Introductions

II. Review of Agenda

III. Appointments and Resignations

IV. Review of May 22, 1997 Minutes*

V. Public Comment/Input (15 minutes max.)

VI. Commissioner Open Time (15 minutes max.)

VII. MAPAC Presentation

VIII. Chair Report - Pia

IX. Staff Report - Green
    - CARE Update

X. San Francisco HIV Health Services Planning Council Report - Wallace

XI. Committee Reports
    • Executive Committee - Theller
    • MMS/Clinic Committee - Estes
    • Direct Services - Pia
    • HIV+ Community Advocates - Giorgi
    • Housing - Wallace
    • Women, Children & Families - McQuade/Chernow
      - Discussion of Women, Children & Families Committee Report
    • Ad hoc
      - Revitalization Committee - Baerman
      -- Discussion of Revitalization Task Force Report*

XII. Old Business

XIII. New Business
Executive Committee Meeting Minutes
June 12, 1997

Present: Baerman, Pia, Theller, Booth

1. The group discussed the pending new commissioner applications and recent attendance.
2. Gail Theller had meetings with a representative of MAPAC and Gregory Giorgi who were both interested in the idea of doing a needs assessment to determine if there are newly emerging needs. It was suggested that a MAPAC member join the Commission. Commissioners interested in doing a needs assessment will meet with these individuals for dinner on June 19th to further discuss forming a task force to conduct this needs assessment.
3. The group discussed the Revitalization Task Force consensus document.
4. The group discussed how to get information about the San Francisco Planning Council meetings if Marin's representative was not present at a Commission meeting.
5. It was decided that the schedule of quarterly meetings would begin with the July meeting. Meetings would be held 7/24/97, 10/23/97, 1/23/98, 4/24/98. A retreat and two social gatherings will be scheduled at other times throughout the year.
6. There will be a meeting with a representative of the Marin Community Foundation in July. The Executive Committee will request a meeting with Tom Peters and the Board of Supervisors in the next three months.
7. The Executive Committee will be looking for a Chair for the Budget and Planning Committee.

Chris Booth
Roll Call

MEMBERS: Present: Baerman, Hallinan, D. Martin, Metzger, Pia, Slattery, Theller, Wolf [8]
Absent: Borges (N), Estes (E), Giorgi (E), Green (E), Hering (E), J. Martin (N), McQuade (N), Mibach (N), Taverna (N), Wallace (E), Zukaitis (E) [11]
STAFF: Booth

The meeting began at 4:20 p.m. The Chair, Gail Theller, explained the Commission’s ground rules and anonymity policy. She asked individuals to introduce themselves.

Appointments and Resignations—Robert Baerman reported that there had been no appointments or resignations from the Commission.

Brian Slattery asked that Karla Zimmerman be identified in the April minutes as the County employee who was murdered.

The following motion was seconded and passed unanimously\(^1\):

\(\text{A}\) To approve the April 24th meeting minutes as amended\(^1\)

\(^1\) Vote on Motion (A): FOR: Baerman, Hallinan, D. Martin, Metzger, Pia, Slattery, Theller, Wolf (8)

PUBLIC INPUT: None

COMMISSIONER OPENTIME: Lauren Hallinan expressed concern regarding the proposed legislation requiring mandatory reporting of the names of individual’s with HIV disease. The Marin Medical Society and the Commission have already taken positions in opposition to this legislation.

Dave Martin announced that MAIN’s vitamins and acupuncture programs had experienced a surge in requests and as a result the programs were experiencing
deficits. He was exploring different options to reduce the deficits including seeking private funding. Lauren Hallinan asked whether there were any programs that were being underutilized. Dave Martin encouraged anyone with solutions to this problem to contact him. Brian Slattery suggested purchasing vitamins through Trader Joe’s rather than through health food stores. Gail Theller suggested that the program could work with the HIV Food Pantry to purchase in bulk or work with other food distribution programs. Robert Baereman said that the HIV+ Advocacy Committee had gathered information on bulk ordering. Dave Martin announced that there would be a town hall meeting on this topic the second or third week in June. It was also suggested that he speak to Healing Alternatives in San Francisco. Barney Pia added that the Shakti Foundation which assists women with life threatening illnesses might help the women in MAIN’s programs.

CHAIR REPORT- Theller

Gail Theller announced that the Marin Community Foundation was organizing a meeting of AIDS grants recipients and several Commissioners would be invited. She wanted the Commission to be more proactive with the Foundation. Brian Slattery suggested that the Foundation should fund HIV prevention for 16-25 year old gay IDUs.

STAFF REPORT- Chris Booth

Chris Booth announced that there would be a memorial celebration for Karla Zimmerman on May 30th at the Civic Center Lagoon at noon.

San Francisco Planning Council Report- There was no quorum at the last meeting.

COMMITTEE REPORTS:

a) Direct Services-Barney Pia distributed the April minutes and went over them.

b) Housing-Chris Booth reported that the committee was updated on the negotiations between Hospice of Marin and Maitri to obtain long term beds.

c) Women, Children, & Families-It was requested that the Committee’s March, 1997 Report be mailed to Commissioner’s in the next packet.

d) Ad Hoc Revitalization Committee-Gail Theller

Commissioners discussed the remainder of the Revitalization Committee’s Report. The sections of the Revitalization Committee’s Report on which there was agreement will be assembled into a consensus document and mailed out in
the next Commission packet. This consensus document will be voted on at the June meeting. A By-laws Committee will be formed which will turn this consensus document into By-laws. The Commission will vote on these By-laws changes.

The Co-Chairs appointed Richard Dean Wolf Chair of the ad hoc Membership Committee.

OLD BUSINESS: None

NEW BUSINESS: None

The meeting was adjourned at 5:58 p.m.

Respectfully submitted,

Robert Baerman

Robert Baerman, Secretary
DIRECT SERVICES COMMITTEE
MINUTES FROM 4/17/97

Present: Vikki Otto (MAIN), Barney Pia (Positive Center), Joan Monheit (Hospice of Marin/SAP), Laurel Hill (CAM), Leslie Gallen (Positive Center), Jane Foster (HOPWA).

Absent: Marin AIDS Project, Marin Specialty Clinic

Vikki Otto announced that requests to access the Vitamin/Supplement program exceeded available funds. For month of April maximum of 50 applications approved. MAIN, in consultation with others is considering, among other options reducing maximum monthly amount from $50 to $40. The program is in need of additional funds.

HOUSING
Jane Foster announced that there is no waiting list for long term HOPWA at present and that the program continues to have approximately 15 slots open. Discussion about possibly increasing current $400 maximum and need for increase for families with dependent children. Some thought that current cap of $600 was not realistic for families with dependents. Matter to be referred back to Housing Committee.

NEW DRUGS AVAILABLE
Barney announced that Viracept has been added to ADAP list and that Rescriptor (Delaverdine) is available through MediCal or for those who do not qualify or who have a large share of cost, through the Expanded-Access Program through Pharmacia & Upjohn (1-800 - 711 8087). If the individual has insurance which will not cover this drug, the Expanded Access Program will cover. They will provide up to a 90 day supply at no cost to patients who enroll.

DENTAL
Discussion about prohibitive dental costs. Laurel reports that Gateway Dental has consistently provided low charges. Dental Clinic does not accept insurance/

RETREAT
Discussion about need for service provider retreat. Committee would like retreat to have outside facilitator. Sees retreat as opportunity
- Get to know new faces
- Forge better working relationships
- Team building
- Help with overcoming territorialism. Members see likelihood of increasing given fewer new clients being seen.
- Brainstorming as a community on meeting the needs of changing population and service needs

FOOD STAMPS
Committee discussed concerns over changes in welfare system, specifically new caps on General Assistance and Food Stamp programs. Barney will invite Miriam Rimkeit to future meeting to update committee
Marin Aids Advisory Commission
HIV+ ADVOCACY COMMITTEE
Community Task Force

MEETING AGENDA
6-11-97
1:00-2:30 P.M.

1. Call to Order, Brown Act, Ground Rules, Introductions.
2. Committee Chair Report: Gregory Giorgi.
3. Committee Member/Public Input/Open Time.
5. Development of Needs Assessment/Satisfaction Focus Groups.
7. Presentation of Completed Task Force Findings to Aids Commission.

Special Note: This Meeting Will Take Place @ The Positive Center, 535 San Anselmo Ave, San Anselmo, Calif

This Meeting Is Open To All Interested Persons

The Meeting Room Is Accessable To Handicapped Persons

The Marin Aids Advisory Commission, County of Marin, is dedicated to serve and support the needs of the Community. In order to do this the input of the affected Community Must be heard.

You are encouraged to become a Member of The Marin Aids Advisory Commission.

You need not be a member to attend or participate in any meetings.
Housing Committee Meeting Minutes
May 15, 1997

Present: Bristol, Booth, Foster, Wallace

1. Chris Booth reported on a meeting she and Roy Bateman had had with Mary Taverna of Hospice of Marin and Tim Wolfred of Maitri to determine the terms of Maitri’s subcontract with Hospice to provide long term beds.

2. Jane Foster inquired as to whether a HOPWA recipient’s long term HOPWA subsidy could be applied toward the fees for a bed at Henry House in Sonoma County. The client was no longer safe in the home and the location of Henry House was more convenient to the client’s support system than was Maitri. Chris Booth will check with Jon Dean Green and Roy Bateman will check with HUD regulations regarding the use of HOPWA funds in this manner.

3. The Committee will develop a process for identifying new housing needs and how to meet them.

AGENDA
June 19, 1997

1. Follow-up on use of HOPWA subsidies at Henry House

2. Raising rent subsidies

3. Process for identifying and meeting new needs

[Signature]

Chris Booth
MARIN COUNTY AIDS ADVISORY COMMISSION

WOMEN, CHILDREN AND FAMILIES COMMITTEE

REPORT

March 27, 1997
In the early days of the AIDS epidemic, it was believed that HIV/AIDS was only affecting Gay men. Time proved that AIDS was not only a disease in the gay male community, but that it also infected intravenous drug users, heterosexuals, women and children. Not surprisingly, the first models of care were developed and based on the presumption of a gay male clientele. This bias also affected research models. Research on women was limited to their ability to pass this virus on to men and their unborn children. As the numbers of infected women began to increase, it became clear that a study of disease progression, clinical trials for new drugs, and psycho-social needs for women had not been included in the ongoing AIDS research and care.

As increasing numbers of women seroconverted, those communities with the largest numbers of HIV+ women were the first to develop models of care more "user friendly" to female patients. In Marin County, women currently represent approximately 10% of those infected with HIV. The Women, Children and Families Committee (WCFC) set itself the task of researching medical models of care for women to determine specific elements that contribute to a "user-friendly" system.

A survey done with HIV+ women in Marin County in 1996 showed that when asked specifically about their need or desire for certain women or child-oriented services, slightly over half the women indicated interest in medical services exclusively for HIV+ women - either a medical clinic or specific hours for women at an existing clinic.

The Women, Children and Families Committee (WCFC) heard reports from seven different providers of health care for women and children in the Bay Area to learn what has been done to provide medical services that are "user-friendly" to this population. To accomplish this task, the committee interviewed medical providers who a) provided medical care to women exclusively; b) provided HIV/AIDS care to men and women and c) provided HIV/AIDS care to women exclusively. The seven providers are:

LMC 1) Lyon Martin Clinic, San Francisco  Speaker: Naomi Prochovnck (Provides HIV medical care to women only)
UCSF 2) UCSF Women’s HIV Clinic  Speaker: Susan Stringari (Provides HIV medical care to women only)
MCSC 3) Marin County Specialty Clinic  Speaker: Susan Stringari (Provides HIV medical care to men and women)
K-M 4) Kaiser-Marin  Speaker: Barbara Behrens (Provides medical care to men and women including HIV care)

3
<table>
<thead>
<tr>
<th>Code</th>
<th>Organization</th>
<th>Contact Person</th>
<th>Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>WEIC</td>
<td>Women's Early Intervention Center, East Bay</td>
<td>Speaker: Dori Sproul</td>
<td>Provides HIV medical care to women only</td>
</tr>
<tr>
<td>MCC</td>
<td>Marin Community Clinic</td>
<td>Speaker: Nance Rozencrance</td>
<td>Provides medical care to men and women but patients are primarily women. Do not provide HIV care</td>
</tr>
<tr>
<td>WHSMC</td>
<td>Women's Health Services of Marin County</td>
<td>Speaker: Cheryl Bernard-Shaw</td>
<td>Provides medical care to women. Do not provide HIV care</td>
</tr>
</tbody>
</table>

**TWELVE IDENTIFIED SERVICES FOR WOMEN AND DISTRIBUTION AMONG THE SEVEN PROVIDERS:**

1) Female physician on staff: (7 out of 7)
2) On site child care: UCSF, WEIC, MCC, WHSMC (4 out of 7)
3) On site social worker/case manager: LMC, UCSF, MCSC, WEIC, WHSMC (5 out of 7)
4) On site women's support group: LMC, UCSF, WEIC, WHSMC (4 out of 7)
5) Transportation: UCSF, MCSC, WHSMC, WEIC (4 out of 7)
6) Serves women only: LMC, WEIC, WHSMC, UCSF (4 out of 7)
7) On site pediatrician: UCSF, MCC, K-M (3 out of 7) LMC is working on setting it up
8) On site prenatal care: UCSF, MCC, WHSMC, K-M (4 out of 7) LMC working on setting it up
9) Free food on site: LMC, WEIC (2 out of 7)
10) Drop in medical care appointments: LMC (1 out of 7)
11) Self-identified as focusing on class, cultural, gender sensitivity issues: UCSF, WEIC, MCC, WHSMC (4 out of 7)
12) Clinical drug trials: UCSF, MCSC, WEIC (3 out of 7)

The final tally for each provider listed is as follows:

- Lycn Martin Clinic: 8 out of 12 services provided
All seven of the providers spoke to the need for class, cultural and gender sensitivity in working with women. Naomi Prochovick summed it up in her statement:

"Women tend to prioritize issues of survival over their own healthcare, especially preventative care. HIV to these women is just another something on their already full plate, which is significantly different from the original populations. They are not ensured of any degree of respect, care, or dignity if they access services. Also, HIV takes a back seat to; ‘where am I going to sleep tonight: and what will I feed my kids.’ The high degree of drug abuse among HIV+ women effects the prospective of the providers. There are many services that will not serve HIV+ people who are actively using drugs and alcohol. Judgments are being made which effect the person’s care. The people who are using drugs get mad, but instead of saying so just never come back.

All the providers spoke of the differences in caring for women as opposed to men as related to women’s role as caregiver (both for children and partners), and their sense of powerlessness in dealing with any system, especially male authority figures. Women tend to feel overlooked, unimportant, and unheard. They deal with their unhappiness with the system by failing to return, or only seeking help when they are desperate, i.e.: emergency rooms.

Some services at medical clinics that seem to help minimize this feeling of powerlessness in women are.

- one stop service; i.e., pediatrics, OB/GYN, social worker/case manager, support group, on site child care, advocate
- on site counselors (representing different cultures, languages and substance abuse issues) who can advocate for the client when necessary
• providing transportation, food, housing vouchers
• female physicians/nurse practitioners
• drop in medical appointments
• on site child care
• class, cultural, gender sensitivity

The representatives from clinics that served women only made it clear that it took time to build up the client base. They all started out with a low number of women, and through building trust and word of mouth were able to increase numbers to justify continuing a women’s clinic.

MEDICAL CARE FOR HIV+ WOMEN IN MARIN COUNTY:

It is the consensus of this committee that the Marin County Specialty Clinic (MCSC) provides excellent, up-to-date, medical care for adults living in Marin County. The MCSC provided four out of the twelve services believed to be important to women clients: on site social worker/case manager, transportation, clinical drug trials, and a female physician on staff. It is important to note that of the three clinics providing 8-9 of the 12 services identified as “women-friendly”, all have patient-loads of 100 plus women and serve only women.

Despite the comparatively smaller number of women served in Marin, we believe that it may be possible to incorporate some of the other services into the program at the Marin County Specialty Clinic at least on a part-time basis. These include on site child care, on site women’s support group, on site pediatrician, drop in medical appointments, and an increased focus on class, cultural, gender sensitivity.

One area that affects HIV+ women in Marin County is the lack of HIV pediatric care. Women, who are often infected themselves, must take their HIV+ children to San Francisco or Oakland to get medical care. This adds stress for women who are not well, or who have a transportation difficulty.

RECOMMENDATIONS FOR IMPROVING MEDICAL CARE FOR HIV+ WOMEN IN MARIN:

• Form a committee to work with the clinic to help implement the recommendations listed

• 1 to 1/2 days per month reserved for women only. This could be used by other service providers in the county to outreach women, i.e., substance abuse, food banks, benefits counselors, women’s advocate, legal services. It would provide opportunities to form support groups on that day. It would allow women an opportunity to meet other HIV+ women and decrease isolation.
• Provide child care on site on the specific women's clinic day

• Provide an HIV knowledgeable pediatrician at the clinic to see children during the same time that the women are there.

• More community outreach to women to inform them of services available.

• More community outreach to service providers to inform them of services available, and opportunities to do outreach.

• OB/GYN on site on the women's day for information on reproductive issues

This committee recognizes these suggestions may be difficult to implement on a large scale due to lack of space at the clinic, as well as low numbers of women clients. However, it is our belief that if this plan is started on a small scale it would increase the numbers of women who access the clinic, and would be able to expand as the increase demands