

**Metropolitan Atlanta HIV Health Services Planning Council
Fulton County Dept. Of Health & Wellness
99 Jesse Hill Jr. Dr
4th Floor Conference Room
Atlanta, GA 30303
September 16, 2010
9:00 a.m.**

Voting Members Present

Dwight Anderson
Deb Bauer
Tiffany Burgess
Sonya Chapman
Teresa Connell
Larry Cook, 1st Vice Chair
Mary Cowans
Dazon Dixon Diallo, Chair
Reggie Dunbar, III
Gene Farber
Linda Felix
Dolph Ward Goldenburg
Jeff Graham
Tracie Graham
Ernest Hopkins, 2nd Vice Chair
Patrick Kelly
Jacqueline Lee
Larry Lehman

Katherine Lovell
Ruby Lewis- Hardy
Harvinder Makkar
Jeffrey Mitchell
Walter Moore
Jacqueline Muther
Jeanette Nu'Man
Necaela Penn
Kenneth Robinson
Nicole Roebuck
Charles Shackelford
Sharma Sanjay
Moneta Sinclair
Bruce Stagner
Carolyn Stephens
Sean Williams
Hermeyone Wilson
Del'Rosa Winston Harris

Voting Members Not Present

Trevalle Ambrose
Robert Anderson
Antoinette Barnes
Mary Basil
Jessica Cole
Robert Di Vito
Chris Fields
Marvin Ghourm

Carolyn Hodge- Armstrong
Shantrell Jackson
Darrell Wayne Latin
David Reznik
Brenda Russell
Isaac Russell
Laura Siesko
Daniele Thrope

The Planning Council was called to order by Chair, Dazon Dixon Diallo at 9:03 a.m. with introductions from the 2010- 2011 Planning Council and Ryan White Staff.

A motion was made, seconded, and passed to adopt the September 16th agenda.

Ms. Dixon discussed the new proposed recommendations created to streamline meetings and create a more effective and time efficient meeting. The new guidelines are as follows:

1. E-mail Executive Committee meeting minutes to the Committee in 3 working days of the committee meeting (Tuesday of the following week).
2. E-mail the Planning Council agenda one week prior to the Planning Council meeting, (immediately following the Executive Committee Meeting.)
3. E-mail Planning Council minutes to the Planning Council within 10 working days following the Planning Council meeting.

4. Official Council business will be conducted in 90 minutes or less. The Public Forum will be allotted the balance of time up to the 90 minute meeting limit.
5. The Chair will set time limits for each item on the agenda.
6. The Vice Chairs will alternate serving as official timekeepers for the Planning Council.
7. Only Planning Council- related presentations will be permitted during Council business. All others will be at the leisure of the body after the meeting closes.
8. All requests for presentations will be submitted 30 days in advance. All approved presentations will require the presenters to have all audio/visual equipment ready and cued 15 minutes prior to the start of the meeting.
9. Presenters are required to provide handouts at the rear of the meeting room 15 minutes prior to the start of the meeting.

A motion was made, seconded and passed to adopt the modified August 19th Planning Council minutes with the following revisions:

- **HOPWA Committee-** Dolph Goldenburg: The HOPWA Committee will meet the 1st week of October. The location and time is to be determined.
- **Membership Committee-** Hermeyone Wilson: All Membership applications are due today. A membership refresher course will follow today's Planning Council meeting. The Membership Committee will meet to review all applications and set the FY 2011 Planning Council membership.

Consumer Caucus: Del'Rosa Harris- The Consumer Caucus met on yesterday and decided to keep its current name. The Caucus will review its Standard Operating Procedures. The Caucus will actively attend all Committee meetings and report back to the Caucus body any updated information. On October 7th, the Caucus will meet at AID Gwinnett to discuss the "Bridge Project" to reach out to HIV positive individuals within the EMA who reside or receive services outside of the I-285 Perimeter.

Dazon Dixon and Kandace Carty informed Ms. Harris that it is the Ryan White Staff's responsibility to ensure that all funded agencies are compliant with contractual requirements and HRSA guidelines.

AAOI Update: Hemeyone Wilson- The AAOI will be held on February 12th- 13th at the Loudermilk Center. The AAOI's mission is to encourage people who are living with HIV/AIDS to access holistic treatment services, to increase utilization of the health care system, and to promote medical adherence by providing information on services, programs, and other resources. The AAOI will meet on September 23rd at 8:00 a.m. at Integrated Life Center 4641 Stone Gate Industrial Blvd. The AAOI will elect an AAOI Vice-Chair, Budget Chair and Vice-Chair, Exhibit Vice-Chair, Logistics Chair and Vice-Chair, Publications Vice-Chair and Registration Vice-Chair at the September 23rd meeting. On Monday, September 20th AAOI will have a meeting with agencies and Task Forces to discuss outreach for AAOI and how to bring newly diagnosed consumers into care. The meeting will be held at AID Atlanta from 11:00 a.m. - 1:00 p.m. All Abstracts are due on November 18th.

Grantee Update: Kandace Carty- The Grantee's office staff and the Planning Council Chair attended the "All Grantees Meeting" in Washington D.C. on August 23rd – 26th. The Grantee received the HRSA Guidance Application which is due on October 18th. The Outside Review Committee (ORC) process was held on September 1st & 2nd at the Loudermilk Center. The ORC reviewed sixteen (16) applications and allocated \$1.2 million to ten (10) currently funded agencies and two (2) new agencies. There was \$215,935.42 remaining after the process was completed. The Priorities Committee will reconvene to prioritize the unawarded funds.

The Priorities Committee will meet on Wednesday, September 29th at Piedmont Hospital at 9:00 a.m. The Priorities Chair would like input from the Planning Council in determining categories for funding. All who would like to present recommendations to the Priorities Committee should prepare a presentation no longer than 10 minutes.

Budget Revision- Action Item: Ulicia Bolton - A budget revision request was submitted to move \$10,000.00 from AIDS Pharmaceutical Assistance into Primary Care medications for direct client services.

A motion was made, seconded, and passed to accept the budget revision. Yes: 34 No: 0

Committee Updates

Assessment Committee – Jeanette Nu'Man: The Assessment Committee will meet the 1st Wednesday in October at Positive Impact at 139 Ralph McGill Blvd from 9:30 a.m. – 11:30 a.m.

Comprehensive Planning Committee - Katherine Lovell: The Comprehensive Planning is currently working on GEO mapping with the Assessment Committee.

Council Procedures Committee - Larry Lehman: The Council Procedures Committee will review the By-laws and Standard Operating Procedures. Mr. Lehman announced that he will notify the Committee members of when their 1st meeting will be held.

Evaluation Committee - Linda Felix: The Evaluation Committee will be contacted by email of their meeting dates and time. All meetings will be held at Grady IDP room 354.

HOPWA Committee - Dolph Goldenburg: The HOPWA Committee will meet on Tuesday, October 5th at 3:30 p.m. at Grady IDP room 354.

Membership Committee – Hermeyone Wilson: The Membership Committee held a refresher course on August 19th and 31 members were in attendance. The Committee met on Thursday, September 9th, reviewed all applications and set the FY 2011 Planning Council membership. One hundred fifty-three (153) applications were submitted, which included 54 from consumers, and 53 voting members were selected. New membership orientation will be held on December 9th from 9:00 a.m. – 1:00 p.m. The Membership Committee will meet on December 9th from 1:00 p.m. – 2:00 p.m. at the Loudermilk center following the orientation.

Public Policy Committee - Jeff Graham: Information was distributed regarding the ADAP waiting list including data stating that 56% of the individuals on the waiting list, reside in the EMA. The ADAP waiting list has increased each month, 550 clients has enrolled onto the waiting list. Georgia has one of the largest waiting list in the United States. The President released \$25 million in ADAP funds and Georgia only received \$731,000 in ADAP funds. Action Alerts will be coming forth.

Priorities Committee - Kandace Carty: The Priorities Committee will meet on Wednesday, September 29th at Piedmont Hospital from 9:00 a.m. to 11:00 a.m.

Quality Management Committee - Jacque Muther: The Quality Management Committee will meet on October 7th from 10:00 a.m. - 12:00 p.m. at Grady IDP room 354.

Mental Health & Substance Abuse Task Force - Gwen Davies: The Mental Health & Substance Abuse Task Force met on August 20th. The Task Force will present the "Mental Health & Substance Abuse Resource Book" at the November 18th Planning Council.

Primary Care Task Force: No Report

Public Forum

Jeff Graham: All were encouraged to vote in the upcoming elections.

Patrick Kelly: The AIDS Vaccine Conference will be held on September 28th – October 1st at the Hyatt Regency downtown Atlanta. There will also be satellite sessions held on September 28th. The AIDS Vaccine conference has scholarship available. For more information, contact Dr. Paula Frew at pfrew@emory.edu.

Harvinder Makkar: Traveler's Aid is hosting a Lunch and Learn seminar on "Understanding Stigmas" on September 22, 2010 at 10:00 a.m.

The meeting was adjourned at 10:50 a.m.