



Meeting Minutes
December 6, 2005

Opening: Susan Fulmer, the Health Department Co-Chair in the absence of the Community Co-chair, David Mattison, called the meeting to order at 10:10 a.m.

Members in Attendance: Aaron Bryan, Andy Hall, Anita Case, Annette Larsen, Anthony Brown, Atensia Earp, Carmen Julious, Clifton Williams, Eugene Paige, Ivan Segura, Laney Brackman, Larry Walton, Les Knight, Maurice Adair, Norlica Washington, Susan Fulmer, Suzanne Freeman, Sylvia Flint, Teretha Fowler, Tim Pitts, Virginia King.

DHEC Staff: Doug Taylor, Dorothy Waln, JoAnn Lafontaine, Kim Brown, Lewis Hicks, Lynda Kettinger, Tony Price, Jenny Jaques.

Staff and Guests: Donald Wood, Dr. Lisa Lindley

Minutes: The minutes were accepted as presented. The motion was made by Andy Hall and seconded by Laney Brackman.

Administrative Report: Donald Wood, the HPC Administrator, gave the administrative report. The financial reported included the final balances for the end of the initial HPC contract on September 7 and the first two months of the new contract. He also reviewed the meeting evaluation from the August meeting. He reminded the members that it is important to let him know if their contact information changes so that he can make sure that they are notified of meetings. He pointed out that if you don't communicate by e-mail or don't read your emails regularly to let him know so that he can send you hard copies of the documents.

Committees: Following the administrative report, the group divided into committees.

Following the committee meetings lunch was served.

Presentations

2005 Consumer Focus Groups: Dr. Lisa Lindley from the USC Arnold School of Public Health presented the findings from the consumer focus groups that were conducted around the state with the care consortias. Marya Shegog, MPH, CHES and Keri Norris, MPH from the Arnold School of Public Health prepared the reported.

2005 Men's Health Survey: Susan Fulmer presented the results of the S.C. HIV Planning Council's Needs Assessment Men's Health Survey which was conducted in conjunction with the Centers for Disease Control and Prevention and was conducted during the annual S.C. Pride Event in May.

Executive Committee Report: Susan Fulmer reported that the Executive Committee met by conference call on November 17. She reported that Tim Pitts' term was moved into a 2006 slot since he was the only committee chair that was in a 2005 slot. The final draft of the policies and procedures were accepted and will be presented at today's meeting

Standing Committee Reports

Care and Support Services: The committee discussed The SCSN and all feedback should be forwarded to Susan Fulmer and JoAnn Lafontaine. JoAnn will distribute the latest version of the report to the entire HPC. Suzanne Freeman was selected as the chair for 2006 and Norlica Washington was appointed to the Membership Committee. Suzanne Freeman was elected committee chair for 2006 and Norlica Washington was appointed to the Membership Committee.

Consumer Advisory: Tim reported that the Consumer Advisory Committee would be reconstituted in 2006. The committee wanted to make sure that there was a clear delineation between the Consumer Advisory Committee and the Consumer Workgroup (Ryan White).

Membership: The Membership Committee will be reviewing the applications for membership for 2006 following today's meeting.

Needs Assessment: Laney Brackman will continue as the chair and Aaron Bryan was recommended to serve on the Membership Committee. The committee reviewed the year and discussed what worked well and what did not work well. Missing data: Youth, Transgender, GLBT youth, Hispanic/Latino information. It was recommended that the state pursue making needs assessment available via the web.

Prevention: It was recommended that DHEC survey providers to Les will remain as chair and Larry Walton will represent the committee on the Membership Committee.

Care Update: JoAnn updated the group on the Ryan White CARE Act application that is due on Jan. 2. The SCSN around the first of February. The integrated Epi profile will include information about prevention and care. In 2006, the state must prove that the six core services (Medical, medication, oral health, mental health, and substance abuse and case management) are provided before any other services can be addressed.

Prevention Update: The staff is meeting with contractors and health department staff to finalize interventions for 2006 and to get those into the PEMS system. A two-day training

on PEMS will be held in January of 2006 for contractors and at a later date for the health department. James Harris is in the process of developing the training calendar for 2006. If you have any suggestions, please forward them to James.

Old Business

Policies and Procedures: The Policies and Procedures were adopted as presented.

Concurrence: We had 22 votes for concurrence, and 1 concurrence with reservations which dealt with a training issue. We received one vote after the letter was drafted and forwarded to the CDC.

HPC Terms/Vacancies: Vacancies will be filled following today's meeting.

Parliamentarian: We need someone to serve as Parliamentarian for 2006.

Input for HPC Website: Seeking a domain name.

New Business

Membership Survey: The group was advised to return their completed surveys to Donald before they left.