

Minutes	SONOMA COUNTY COMMISSION ON AIDS (COA)	
For:	Business Committee	
Time:	Monday, February 9, 2009 12:00 - 2:00 pm	
Location:	490 Mendocino Avenue, Mariposa Room, Santa Rosa	
Present:	Ellen, Claire, Lynn, and Marion	
Meeting Highlights:	<ul style="list-style-type: none"> • The committee discussed information that will be given to the Commission and Funding Allocation Working Group (FAWG) regarding the 2010 Services plan and discussed the structure of the Commission. • The next meeting will be on April 8, 2009 at 490 Mendocino Ave, Mariposa room, 12:00 p.m-2:00 p.m. 	
Follow Up Tasks		
Who	What	When
Ellen	<ul style="list-style-type: none"> • Email any updates in March if necessary 	By the March Commission meeting

- 1) Public Comment – There was no public comment.
- 2) Minutes from the October and December meeting will be approved at the next meeting
- 3) Additional items were added to the agenda.
- 4) “Administration/Executive” Business
 - a) Staff received input from committee members regarding the information needed for FAWG members regarding cost analysis of services. Members discussed the relative costs to service units and the types of analysis that would be beneficial to FAWG members. It was suggested that a ranking would give a more accurate picture of the data before it is presented.
 - b) The March Commission meeting will be the last meeting where food is provided. Members will be encouraged to bring food if they need to eat before the meeting ends at 6:30 p.m.
 - c) The Services Committee discussed the HOPWA FAWG Lite Action Item at their January meeting and has recommended it for a vote at the March Commission meeting. In the interim, however, staff is recommending that a FAWG Lite not be held.
 - d) Staff will interview FAWG applicants and bring the information for committee members to review. Marion is interested in interviewing if scheduling permits.
 - e) April and June Commission meetings have been scheduled due to the increased workload during the Funding Allocation process. A broad discussion of the principles guiding the new HIV services plan will be discussed at the next Commission meeting with a more detailed overview of service delivery definitions and a 5 scenario HIV services plan planned for discussion at the April meeting. The business committee also discussed the benefits of a three year HIV services plan and having a plan that the FAWG can use as a starting point rather than having them begin with a blank plan with scenario totals.
 - f) The committee discussed the benefits of a combined prevention/care planning council. This idea has been discussed for several years and the time is right to explore the benefits to both prevention and care. The Prevention Planning Group meets on February 19 and will discuss this change and the Commission will discuss this at its March meeting.

- g) The business committee discussed the structure of the Commission. Staff has suggested eliminating the current committees and returning to a monthly Commission meeting that will be where the work is accomplished. The workload for staff, the segregation of members to separate committees and the need to meet on a more timely basis have all led to this suggestion.
- 5) “Membership” Business
 - a) Recruitment update – Two applications have been submitted; there is also returning member and an intern from Lomi who are interested in the Commission. There are two members who have attendance difficulties that will be reviewed at a future meeting. There was discussion about the requirements of attending 2 meetings before appointing new members. That discussion will be revisited at a future meeting.
- 6) DSA nominating committee – Cerrissa, Steve and Herb will meet once the applications are in
- 7) Items for the February Commission meeting.
 - a) Items for the February meeting will be; HOPWA FAWG Lite Action Item, Commission Structure, FAWG update and Mental Health Coalition presentation.
- 8) Meeting adjourned at 1:10 p.m. The next meeting will be on Monday, April 13th, from 12:00 p.m.-2:00 p.m. at 490 Mendocino Ave, Mariposa room. Items for the April business agenda are: cost analysis of service, Commission structure update and FAWG update.

The Business Committee manages the financial and administration business of the commission, including allocation and oversight of funds, training and education, goal setting, policies and general operations. This committee sets the agenda for the commission, and reviews membership and administrative issues.