



**Kentucky HIV/AIDS Planning and Advisory Council  
Meeting Report  
9:30 – 4:00 pm December 18, 2008  
Clifton Center  
Louisville, Kentucky**

<p><b><u>Members Present</u></b> Robbie S. – Co-Chair Bruce M. Paul T. Stephen U. Co-Chair Tim M. Deonna W. Sandy K. Courtney W. Gary R.</p> <p><b><u>Proxy</u></b> Terry S. for Krista W. and Carl L. Sigga Jagne for Kraig H.</p>	<p><b><u>Members Excused</u></b> Lynne F. Maria M. Deborah W. Bobby E. Michael H. Lesi N. Mary Lynn P. Carmen T. Gary F. Terry C. Theresa M.</p> <p><b><u>Members Absent</u></b> Beth P. Charlie K. Michael L.</p> <p><b><u>Guests</u></b> Renee White – KDE Kevin Fleming – P &amp; A Elizabeth Metzger Mark Halsclaw Catherine Mullan</p>	<p><b><u>DPH Staff</u></b> Beverly Mitchell Michael Hambrick Kambe Lattimore Sigga Jagne Trista Chapman Medina Tipton Vicki Johnson Julie Nakayima Mahri Bahati</p>
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**Welcome and Call Meeting to Order**

The December 18, KHPAC meeting was called to order at 9:33 am. Kambe called the roll. Robbie welcomed everybody to the meeting and read the ground rules.

**Action Item: Approval of Meeting Report from the September 30, 2008 Meeting**

There being no quorum the September 30, 2008 meeting minutes were not approved at this time.

**Action Item: Vote-in New Member At Large for Executive Committee**

There being no quorum, voting-in of a new member at large for the executive committee was tabled until the next KHPAC meeting achieving a quorum.

**Review SCSN (Statewide Coordinated Statement of Need)**

David facilitated the review of the 2009 SCSN. He explained to the group that the SCSN process included review of previous documents that had assessed or identified services related to HIV/AIDS needs from across the state.

Some of the documents utilized were: the 2007 Needs Assessments, previous SCSN's, 2007/8 Prevention Plans, Services Comprehensive Plans etc. The HIV/AIDS Branch compiled a resource inventory of providers, clients and other entities across the state. These stakeholders were invited and involved in this process and subdivided into workgroups. Gary R. inquired as to who in particular was a 'stakeholder' and wanted to know whether the Salvation Army was involved. David responded by stating that the Department of Education, Part C, B and F programs (HRSA), and other agencies that provide services relevant to HIV/AIDS were involved in the process. The Salvation Army was not involved. David continued to say that on October 16, KHPAC and other stakeholders met to take part in the compiling, reviewing and prioritizing of needs pertaining to the 2009 SCSN.

HIV/AIDS Branch staff went through each section of the SCSN that they worked on. After all the suggestions had been incorporated, the document will be submitted to HRSA in January. The SCSN will be used as a guide in writing the Services Comprehensive Plan due to HRSA on February 5, 2009.



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Questions and discussion:

- Are we still recycling medications? – Gary R.  
Trista responded – No, we cannot participate in that type of program, but we need to make sure that people have access to supportive medications.
- There is a need for primary health care providers with adequate HIV/AIDS education. Infectious disease doctors are being overburdened by their patients who go to them for every ailment. – Robbie S.
- What is the point of the SCSN, Grant and Comprehensive Plan? - Bruce M. David explained that the SCSN is used to identify the need in the HIV/AIDS community. The Comprehensive Plan is a road map that addresses ways those needs will be met. The Grant is the document that attaches the plan to dollar amounts and is in line with the SCSN and the Comprehensive Plan.
- SCSN was well done and it mirrors the 2008 year-end-report – Tim M. and Gary R.

The 2009 SCSN is available upon request.

**Review 2009 Services (HRSA) Grant Application**

David facilitated the review of the 2009 HRSA Services grant. All pertinent documents were made available to participants at the meeting and via email. Sigga informed the group that because the Branch was applying for two supplemental grants in addition to the base grant, the process took longer than expected and therefore the Grant could not be sent out in advance of the KHPAC meeting. Due to the circumstances and despite reviewing the Grant, section by section, David asked members to email changes, reviews or edits to him by December 23, 2009.

**Establish 2009 Timeline and Technical Assistance needs**

KHPAC members established meeting dates for 2009. The dates are tentative and changes in meeting dates will be sent out as soon as those changes become known.

January 22 (teleconference)	April 28	July 28	October 27
February 6 (tentative – KHAAG Legislative day in Frankfort)	May 26	August 25	November 24
March 26-27	June 23	September 22	December 15



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**Announcements/Updates/Discussion**

**KHPAC Vacancies – Kambe Lattimore**

Kambe informed the group that Aunsha was leaving KHPAC; he is taking a position out of state. Aunsha filled the Minority CBO slot on KHPAC. Current vacancies are – Youth, Bluegrass Region, Minority CBO and Mental Health Provider.

**Update from Governing Documents Work Group – Steven Ulrich**

The work group is at a stand still and plans to regroup and add more members to complete the revision of the documents.

**Update from Epi Work Group- Kambe Lattimore**

The work group has a final draft completed. The group has a teleconference in January to finalize the draft in preparation for a KHPAC review during the spring orientation.

**Report from IJCHW Subcommittee Presentation – Bobby E.**

Bobby E. was not present to give a report. He presented KHPAC's 2008 Year-End-Report. Sigga, Kambe, Deonna W., Deborah W., Charlie K. and Brian T. were at the presentation. Deborah was there at the request of the committee to give a brief overview of the state of HIV/AIDS at the Wings Clinic where she is currently employed.

Mahri Bahati was introduced as the new KADAP Coordinator; she will be working closely with the KADAP administrator- Trista Chapman and the KCHIP administrator – Merinda Brown.

Beth Metzger from the department of Protection and Advocacy thanked the group for allowing her and her colleague, Kevin Fleming to participate with KHPAC in 2008. Beth added that P&A will continue to support KHPAC and that they will have a representative from their office attend the meetings.

**Term of Office**

Paul inquired about the KHPAC terms of office. The question is “Did a new term begin when KHPAC was established in 2006, regardless of a prior appointment to the Governors Advisory Council, (GAC) under KRS 214 640?” Specifically, can a member serve more than two full four year terms and not be in violation of the statute that established the advisory group? Since several members completed



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and were in the midst of their second term when KHPAC was formed, they will have served two – four year terms prior to 2010? Is this permitted within the guidance of the legislation? Kambe will check with the department and come back with an answer.

Contact Information

Tim suggested that we provide KHPAC and other participants with a contact list detailing people's affiliations and policy interests to serve as an inventory for resources we share as a group. Kambe will work on compiling information and distributing it to members and participants.

The meeting was adjourned at approximately 3:30 pm.