

Retention & Re-engagement Committee Meeting August 3, 2016

Present:

Andy Scheer*	Courtney Liebi	Kate Franza
Erin Antunez	Dana Van Gorder	Kevin Hutchcroft
Austin Padilla	Edwin Charlebois*	Kristi Dixon
Bill Hirsh	Ellen Hammerle	Mark Vincent
Chip Supanich	Hyman Scott	
Chuan Teng	Joe Ramierz-Forcier	*Committee Co-Chair

1. Meeting Minutes
 - **Decision:** Due to time constraints meeting minutes have not been routinely captured. However, it was agreed that for future committee meetings, minute taking will rotate amongst members on a quarterly basis. Minutes will capture key topics, decisions and action item including target dates/deadlines and person(s) responsible.
 - **Action:** Courtney L. has agreed to take minutes for this quarter (Aug-Oct).
2. Introductions to new members
 - Chip Supanich (HIV Community Planning Council), Hyman Scott (DPH/GTZ), Kristi Dixon (AIDS Healthcare Foundation), Mark Vincent (UCSF) and Courtney Liebi (GTZ Coordinator) were welcomed to the Committee.
 - As part of Courtney's role as GTZ Coordinator, she will work with sc committee liaisons and committee co-chairs to help facilitate information sharing between committees. One forum to learn about other committee activities is the quarterly consortium meeting. Additional mechanisms are still TBD.
3. Who is not at the table but should be?
 - Those who can advocate for youth, the transgender community, those incarcerated/released from incarceration and/or have expertise in housing, food security and substance use/treatment should be a part of this Committee. We can follow-up with a few executive directors to request higher-level participation in the committee and ask that they designate the appropriate person to join.
 - **Action:** Re youth, Hyman S. will reach out to colleagues at Larkin Street Youth (i.e. Heather Hargraves & Linda Walubengo). Note, Linda is soon moving to Catholic Charities.
 - Hyman is currently engaging with Tonya Chaffee and Ayanna Bennett about forming a working group to support GTZ efforts around adolescents. **Action:** Hyman will follow up with Tonya about potentially joining this committee or identifying someone within that network to be a part of this committee.
 - It would be beneficial to reach out to Huckleberry; essentially every 14yo in public high school knows about PrEP.
 - **Action:** Re those released from jail/prison, Andy S. will reach out to HIV Integrated Services to ask if there is someone who can represent this population.
 - **Action:** Edwin C. will reach out to colleagues at UCSF Center for Trans Excellence to ask if there is anyone there who would like to participate.
 - Chip S. personally knows community members who may be interested in offering their voice to this committee
 - Kate F. can offer her perspective/expertise as the lead of the transgender clinic at API Wellness
 - **Action:** Re issues around food security, Austin P. will reach out to Ryan Barrett's replacement at Project Open Hand.
4. Y2 Funding Update
 - Things are moving forward. At this point the funding has been allocated and funds will go into a mechanism for distribution soon. Not everything on the list will be subject to RFPs or the RFQ process; there are some items that will be sole-sourced to obvious providers. Decisions will be made around August 15th. DPH seems to genuinely want to move all of those decisions through as quickly as possible.
 - Applied for a renewal of funding from MAC AIDS Fund and the proposal was approved for an additional \$500k. The new aims are to: 1) optimize and evaluate the GTZ R&R package at Tom Waddell, Ward 86 and MHNC; 2) development of new approaches for substance abuse clients; 3) finalize and disseminate the city-wide guidelines for retention & re-engagement (possibly merging this with the warm-handoff protocol).
 - The LINCS program results look positive. It was a great first 9 months. Viral suppression being achieved. Long term case management is necessary to maintain care over time; 3 months is not enough. There were over 300 referrals from sites/clinics around the city; 5 navigators (funded by MAC AIDS) embedded at Tom Waddell, Ward 86 and Castro Mission; over half are POC; over 100 clients were located and navigated (40% acceptance rate). 80% were relinked to care; 30% homeless; over 40% meth users. 10% women; 5% transgender.
5. MAC AIDS Grant Survey Preliminary Results
 - This is a survey of current policies and practices in retention and reengagement across HIV care sites in SF. The goal was to identify what people are currently doing to enhance patient retention and reengagement in care and specifically how SFDPH and the GTZ Consortium could potentially partner with care sites.
 - What are some of the things that keep people linked/engaged long-term to care?

- Housing/housing stabilization- it came up in a couple of interviews. It is a theme that emerged.
- Part of the Y2 budget ask is for long term case management to keep people retained. This is one of the items we can shape before it goes out to bid.
- What is the plan for developing the standard of care document, provider education, etc? After the survey results are final we'll convene an experts panel to draft minimum standards and maybe we could merge this with the warm hand-off protocol.
- The results of the survey are included in the MAC AIDS Fund final report but hope to continue interviews with more of the care sites as the opportunities for linkage is a major focus now. A report will be generated for dissemination within the Consortium soon. For details on the survey, please contact Edwin Charlebois (edwin.charlebois@ucsf.edu).

6. Metrics

- What are the proposed metrics? Do they match what the deliverables are with the RFPs? What are the metrics that the Committee most cares about? There isn't a clear way forward for the metrics of unmet needs/issues – source, methodology, etc. There will be top metrics and sub-metrics and they will need to be synergized for a systematic response.
- We should think about developing metrics particularly around unmet needs e.g. housing, mental health, substance use, long term case management.
- Joanna Eveland, previously at Clinica Esperanza now with Tom Waddell, will be joining the Committee next month. She is community-facing and is aware of the challenges around substance use, mental health and housing. She has expressed interest in metrics development and specifically has experience with clinic level data and how it can be used to inform care.
- If the RFP is still in development, it may be beneficial to include a requirement that a tight referral system or a close handoff be written into the RFP to guarantee it's a deliverable since that was identified in the research as a point where people are lost. The case management piece is the most critical piece to come out of the R&R committee.
- The HIV Community Planning Council has conducted needs assessments- <http://sfhivplanningcouncil.org/Documents/documents.htm>. Provider feedback is a part of these assessments.
- For the next meeting we should add metrics as a topic for further discussion. We should identify the top 3 metrics to focus on and write that into the RFP to make the contractors responsible to gather data and report back on these metrics.

7. Announcements & Updates

- The next Consortium meeting is scheduled for **Thursday, September 22nd**. Details forthcoming.