

**SAN MATEO COUNTY HIV PROGRAM**  
**COMMUNITY BOARD EXECUTIVE COMMITTEE MEETING**  
225 West 37<sup>th</sup> Avenue, Room 20  
San Mateo, CA 94403  
Wednesday, November 12, 2014, 1:00-2:30pm

**DRAFT MINUTES**

**Committee Members Present:** Michale Milburn-Jones

**County Staff Present:** Matt Geltmaker

1. Call to Order, Welcome & Introductions  
Michale called the meeting to order. Quorum not established.
2. Review & Approval of today's meeting agenda - Today's Agenda was approved by consensus.
3. Review & Approval of October 8, 2014 Minutes – Quorum was not established so minutes will be approved in October.
4. Reports:
  - A. Chair: Michale did not have a report.
  - B. Vice Chair: Loretta was not present.
  - C. Treasurer: Cathy was not present. Matt discussed the September 2014 financial statement with the usual expenses. An October statement was not available at the time of the meeting.
  - D. Secretary: Joseph was not present.
  - E. Nominating/Membership: No new applicants at this time.
  - F. HIV Program Director: Matt informed the group that his position is changing in January 2015. The STD/HIV Program will be merging with the Communicable Disease (CD) and Tuberculosis (TB) Program. Matt will continue in his role as the AIDS Director for San Mateo County, and will also be the manager over CD and TB. This merger will allow for better integration and use of resources.
  - G. Prevention: Darryl has been working with a message notification system, Chexout, which will enable clients to receive notification either via email or texting that their STD results are available. This will allow for quicker notification of clients of test results. Staff will begin to assist clients to register for the Chexout service before the end of this year.
  - H. Youth Commission: Matt attended the Youth Commission swearing in ceremony on October 23.
  - I. Update on SFHHSPC: Matt informed the group that the council is still discussing the merging of the Care and Prevention councils in San Francisco. There is also an HIV & Aging town hall scheduled for Friday, November 14, 2014, from noon – 2:00 pm at the San Francisco LGBT Community Center.

**5. Other/New Business & Community Updates**

- No new business or updates.

**6. Proposed Agenda Items and Date for next Board Meeting:**

- Full Board Meeting, Wednesday, January 14, 2014, Rm. 20, **5:30-7:00 pm** – all are invited. Andrew Reynolds from Project Inform will present on HCV treatments.
- The next Executive Committee meeting will be held on Wednesday, February 11, 2015, Rm. 20, **1-2:30pm**. All are invited.

**7. Meeting Adjourned – THANK YOU!**