

City of San Diego  
Clean Syringe Exchange Program Facilitation Committee  
Minutes of the Meeting

November 7, 2002

12:00 p.m.  
Civic Center Plaza  
1200 Third Avenue, 9<sup>th</sup> Floor Conference Room  
San Diego, CA

**1. Call to Order**

The meeting was called to order by Acting Chair Debra Fischle-Faulk at approximately 12:10 p.m.

Members Present:

Bill Baber  
Daniel Bess  
Jim Dunford  
Robert Lewis, Alternate for Fran Butler-Cohen  
Cynthia Burke  
Debra Fischle-Faulk  
Mike Franz  
Linda Lloyd  
Wm. Christopher Mathews  
Cesar Solis  
Jim Varnadore  
Leslie Wade

Staff Present:

Lisa Foster  
Stajabu Heshimu  
Jason Hooper

Guests Present:

Martin Chevalier  
Lesley Davis  
Donna Dow  
Kathy Evans-Calderwood  
Vicki Granowitz  
Sandy Keaton  
Adrian Kwiatkowski  
Patty Vaccariello

**2. Approval of the Minutes of the Meeting of October 15, 2002**

The Minutes of the October 15, 2002 meeting were approved with one correction: that Committee member Daniel Bess was present.

**3. S/Election of Committee Chair**

Candidates Jim Dunford and Jim Varnadore discussed their interests and qualifications for the position of Committee Chair. Dr. Dunford received 10 votes. Mr. Varnadore conceded.

MOTION: to appoint Jim Varnadore as Committee Vice Chair  
Franz/Wade 11:1

Dr. Dunford assumed the Chair.

**4. Status Reports**

a. Family Health Centers of San Diego – Fran Butler-Cohen/Robert Lewis  
Bob Lewis distributed and discussed the Weekly Mobile Unit Service Utilization Report from the downtown Clean Syringe Exchange Program site. He responded to questions about the report.

b. San Diego Police Department – Lt. Cesar Solis  
Lt. Solis reported that meetings with the Western Division Command and officer training are in progress on the opening of the program at the North Park site approved by the North Park Planning Committee at Boundary and El Cajon Boulevard. He also said that two potential sites have been identified in City Heights by a group which included community members. The process of notifying area residents and businesses is in progress. Mr. Chevalier suggested that the City's formal process requiring mailed 30-day notices to each property owner within 300 feet of the proposed site should be followed. Lt. Solis said that statistics are still being worked for forwarding to SANDAG to be included in their evaluations. He also stated that it was a significant experience for officers to do a walk through of the mobile van, meet staff and ask questions.

c. SANDAG – Dr. Cynthia Burke

Dr. Burke distributed a series of assessment instruments that will be used to evaluate the exchange program. She said they would be monitoring 225 clients after three months participation in the program as they seek to answer the five specific questions the City Council wants answered. Dr. Burke responded to questions. The question of when the one-year pilot was up and when the report to Council was expected was discussed. Dr. Burke said that

the best statistics would be obtained when all three sites could be evaluated. The Facilitation Committee will receive interim and periodic reports. Responding to a question about the Community Feedback assessment instrument, Dr. Burke stated that although the evaluation will include some information on community impact/response, immediate feedback from the community should be directed to Family Health Centers for response.

d. City Manager's Office – Staajabu Heshimu

Ms. Heshimu suggested that a status report to the City Council be prepared either by the Facilitation Committee or staff prior to their December 9 vote on the emergency declaration; the report would primarily be for the benefit of the two newly elected council members. Staff will prepare a draft of an "information only" memorandum for the Committee's consideration.

**5. Discussion: Assessing Neighborhood Impact Objectively**

Tabled to next agenda for lack of time.

**6. Public Comment/Roundtable**

Deputy City Attorney Lisa Foster commented that although this committee does not fall under Brown Act requirements, the committee could choose to follow the requirements with respect to noticing, etal.

Mr. Varnadore said that he would like to see the draft of the agenda sent to committee members at least 10 days before the meeting, giving members 3 days within which to offer suggestions for changes/additions to the Chair.

It was also suggested that the final agenda be posted in the City Hall lobby Official Notices binder and on the City web site at least 72 hours before the meeting.

There were two requests for changes to the "standard" agenda:

1. Public Comment/Roundtable moved to the top of the agenda; and
2. add New Issues item.

It was thought that the committee might need to meet in a larger room if the number of guests continued to increase, and a brief discussion ensued about the value of holding meetings in the community, rotating among those communities that are hosting syringe exchange sites and inviting key community leaders.

There was a recommendation that a tour of the mobile van be arranged for members of the committee.

**7. Adjournment**

The meeting was adjourned at approximately 1:20 p.m.

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JAMES DUNFORD, Chair

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STAAJABU HESHIMU, Acting Secretary