

HIV Community Planning Council  
**STEERING COMMITTEE**  
Thursday, November 15, 2018  
25 Van Ness, 8<sup>th</sup> Floor Conference Room  
3:00-5:00 pm

**Committee Members Present:** David Gonzalez, Paul Harkin, Thomas Knoble, Ken Pearce, Mike Shriver, Charles Siron, Linda Walubengo

**Committee Members Absent:** Chuck Adams [A], Orin Allen [LoA], Jackson Bowman [E], Cesar Cadabes [A], Ed Chitty [E], Elaine Flores [E], Dean Goodwin [A], Eric Sutter [A]

**Council Members Present:** Juba Kalamka

**Others Present:** Kevin Hutchcroft (HHS)

**Support Staff Present:** Melina Clark, Ali Cone, David Jordan, Mark Molnar

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### *Minutes*

**1. Introductions**

The meeting was called to order at 3:08 pm by Co-Chair Shriver. Everyone introduced themselves and quorum was established.

**2. Review/Approve November 15<sup>th</sup> 2018 DRAFT Agenda – VOTE**

The November 15<sup>th</sup> 2018 DRAFT Agenda was reviewed and approved by consensus.

- CM Pearce asked to add an agenda item regarding the current poor air quality, and how it is affecting people living with HIV in the city.
  - CM Harkin added that a number of agencies are giving out masks.
  - The group reached a consensus to add “Air Quality” as agenda item #11.

**3. Review/Approve October 25<sup>th</sup> 2018 DRAFT Minutes – VOTE**

The October 25<sup>th</sup> 2018 DRAFT Minutes were reviewed, amended and approved by consensus.

**4. Announcements**

- CS Molnar noted that since CM Discepola and CM Jewell couldn’t make today’s meeting, the agenda item regarding the formation of new work groups will hopefully happen at Steering in January.
  - He added that Council Staff will be sending out a notice about Committee reassignments in early December. New committees will start in February.
  - The Council Holiday Party will occur on December 6<sup>th</sup> from 5-7pm, at the Sugar Lounge in Hayes Valley.
- CM Pearce informed the group of a website called [www.purpleair.com](http://www.purpleair.com). It has air sensors around the city and should give you an idea about how bad the pollution is around the city.
- CM Shriver announced that the GTZ Consortium meeting is scheduled for November 29<sup>th</sup>. The focus will be on BAAHI.
  - World AIDS day is on December 1<sup>st</sup> in the Grove from 12pm-2pm. It will honor the Recollector community (a group dedicated to remembering parents lost to AIDS), as well as the Asian/Pacific Islander community.
  - CM Pearce added that the GALA on Thursday the 29<sup>th</sup> will be honoring council member Mike Shriver.

- CM Gonzalez announced that Transgender day of remembrance is on the 20<sup>th</sup> on McAllister Street. You need to get a ticket on Eventbrite in advance. He will forward the link to CS Clark to forward to the Council.

## 5. Public Comment

- None.

## 6. CHEP and HIV Health Services Update

- CM Knoble reported on CHEP:
  - The testing trainings are great entry points for people getting into public health.
  - The encampment event will involve setting up tents and trying to get people housed.
- CM Hutchcroft reported on HHS:
  - They are still waiting on the official report from the Part A Site visit.
  - BOCC has held site visits for 51 programs. HHS has been to all but two of those visits.

## 7. Committee and Work Group Reports- VOTE

- Community Engagement Committee Update:
  - CS Jordan reported:
    - Jeremy Tsuchtani-Watson presented on the HCAP report. He mentioned that it was a slightly higher than average number of clients he's seen this year. There is a COLA scheduled for youth accessing PrEP upcoming at Huckleberry. There is also a provider follow-up survey in the works. There is a client participant panel slated for November.
      - CM Harkin asked how many folks are in a COLA?
        - CS Jordan responded: The target is usually 15-20, but we'll take as few as 4-6. He added that there will also be a COLA on HIV+ youth, and serodiscordant couples who are accessing PrEP.
- Council Affairs Committee Update:
  - CM Molnar reported:
    - They worked on building the 2019 presentation calendar and came up with a schedule.
      - CM Pearce asked for the rough Calendar to be sent out to Steering.
- Membership Committee Update:
  - CM Knoble reported:
    - They interviewed a candidate for the Council, Michelle Spence, who will be up for a vote on Monday. There will also be another candidate up for vote who was interviewed in a previous meeting. They also voted to approve Zachary Davenport's renewal.
    - CM Pearce added that they came up with a motion to address the situation from last Full Council meeting. They moved to require the applicant to either be present at the meeting and/or provide a bio.
    - **MOTION: Prospective members should be required to appear at the Full Council meeting where they will be voted on. The prospective applicant will be required to speak and/or provide a bio to the Council before the vote.**
      - CM Knoble suggested amending the motion to replace "should be" with "are".
      - **AMENDMENT MOTION: CM Pearce moves that prospective members are required to appear at the Full Council meeting where they will be voted on. The prospective applicant will be required to speak and/or provide a bio to the Council before the vote.**

- **CM Walubengo seconds the motion.**
- **MOTION PASSES: See column (1) for vote breakdown.**
- PLWH Advocacy Work Group Update:
  - CS Molnar noted that the Committee did not meet. CM Cadabes will be making an announcement at Full Council regarding the future of PLWH Advocacy group. The meeting will most likely be occurring quarterly, rather than monthly or ad-hoc. Agenda items will also be gathered in advance from council members, to strive towards having ownership of the meeting. There was also talk of there being food at meetings.
    - CS Jordan added that based on his conversations last month with PLWH group members, part of the initial meeting in January will be to define the structure and mission of the group going forward.

## 8. Roadmap Presentation- VOTE

- The group discussed the format of the upcoming Roadmap presentation and considered a motion regarding Integration that will be presented at the meeting.
- CM Knoble suggested putting up a few slides about what the Roadmap is, as well as have the DPH presenters speak to their roles in Integration.
- CS Molnar inquired about the intentions of the last sentence of the motion, which says “The HCPC looks forward to working collaboratively with the SFDPH to refine, evaluate, target and improve this policy as it is implemented.”
  - CM Shriver commented that they wanted a policy proposal for the council to vote on. They included this language because they want it to be an ongoing process with the HCPC and DPH.
  - CM Harkin added that this is about checks and balances with the health department.
  - CM Gonzalez noted that this work will set the precedent and goals for the coming year.
  - CM Knoble voiced that they were responding to the rubber-stamping sentiment from a couple years back, but recently he’s gotten feedback that they are over-presenting about the Roadmap.
  - CM Walubengo noted that this is a culture shift. It doesn’t stop after we vote on it.
  - CM Shriver asked if it’s too much to have 5 different people there from DPH presenting.
    - CM Knoble noted it could be helpful to have to Co-Chairs chat with DPH Staff directly.
  - CM Siron expressed support for hearing Tracey Packer be one of the speakers.
- **MOTION: CM Pearce moves to approve the language as written.**
- **CM Siron seconds the motion.**
- **MOTION PASSES: See column (2) for vote breakdown**

## 9. Meeting Evaluation

- CS Clark presented the results of the most recent meeting evaluations.
  - She noted that they received only 13 evaluations last meeting. There were fewer attendees than usual, but this is still a low sample size.
  - Folks were generally pleased with the meeting, with 71.4% (10 people) agreeing that the meeting was efficiently run, and 28.6% (4 people) replying that they “somewhat agree.” The overall rating of the meeting was 8.9, which is slightly lower than usual.
  - There was positive feedback about the presentations. One person commented that they are worried about People Who Inject Drugs (PWID) in the Marin jurisdiction- there should be follow up to ensure they have low-threshold access to services.
  - Someone else commented that we need to clearly establish protocol for voting on new members.

## 10. HCPC Meeting Agenda –VOTE

- The Committee reviewed, amended and approved the agenda for the October HCPC meeting. The following change was made:
  - CS Molnar noted the “VOTE” from agenda item #6 can be removed.
  - CM Pearce asked if the CPG can be part of the regular updates going forward.
  - The title for agenda item #10 was changed to “‘Roadmap Policy Adoption’- VOTE.”
  - CM Knoble suggested having the three presenters speaking to the final sentence in the motion regarding HIV, STD and Hep C Integration.

## 11. Air Quality

- CM Pearce noted that the Council has leverage that could be used to do something about the poor air quality. One example would be to ask the city to halt construction while it’s very smoky. He asked if something about the smoke could be added to the agenda for the Full Council meeting.
- CM Siron asked if Steering can write a letter to be signed by co-chairs and sent to the Mayor’s Office. He noted that the pollution is worse on higher floors than on lower floors.
- CM Pearce proposed adding an agenda item without a vote. And then tell the Council what Steering already started talking about.
  - CM Shriver suggested adding an informational announcement about the air quality and what types of precautions to take.
  - CM Harkin commented that it could be like a PSA.
  - CM Pearce suggested passing out masks to Council members.
  - The group resolved to add an agenda item as an “Air Quality Announcement- DPH Staff” to the agenda for Full Council.

## 12. Next Meeting Dates & Agenda Items- VOTE

- The next Steering Committee meeting is tentatively scheduled for Thursday, January 17<sup>th</sup> 2018 at 25 Van Ness 8th floor Conference Room from 3:00-5:00 pm.
- The group brainstormed ideas for the January Full Council meeting. CM Pearce suggested doing something about panel discussions—how can we be proactive on issues facing our community?
- CM Shriver noted that the polices we’ve enacted in the last year have had a big impact. January’s meeting should be about the state of the council. Perhaps we could look at the merge evaluation.
- CS Molnar added that some population meeting formats have included small group discussions, sticky note engagement and/or council member panels.
- CM Shriver likes the idea of having a consumer panel as well.
  - CM Pearce added that we could have a panel of service providers as well as a panel of consumers.
  - CS Molnar added that there could be multiple panels, those mentioned above as well as perhaps a government panel.
- CS Siron outlined a possible format for the meeting. The State of the Union should come first, followed by our partnership with DPH. Next we could talk about what can we do for the community, followed by team building, panel discussions, small groups, etc...
- CM Gonzalez asked if there’s anything specific that needs to be on the agenda for January.
  - CS Molnar responded that the only required item is approving the agenda.

## 13. Adjournment

- The meeting was adjourned at 4:45 pm by Co-Chair Shriver.

**Steering Committee**  
**HIV Community Planning Council**

Roll Call: **P**=Present; **A**=Absent; **E**=Excused; **L**=Leave of Absence  
 Votes: **Y**=Yes; **N**=No; **B**=Abstain; **R**=Recused (deduct from quorum)

<b>Date: November 15, 2018</b>	[roll]	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]
1. Chuck Adams (CA)	A	-	-						
2. Orin Allen (CE)	L	-	-						
3. Jackson Bowman (CA)	E	-	-						
4. Cesar Cadabes (Membership)	A	-	-						
5. Ed Chitty (Membership)	E	-	-						
6. Elaine Flores (At-Large)	E	-	-						
7. David Gonzalez (At-Large)	P	Y	Y						
8. Dean Goodwin (Council Co-Chair)/Thomas Knoble (Council Co-Chair)	A/P	Y	Y						
9. Paul Harkin (At-Large)	P	Y	Y						
10. Ken Pearce (At-Large)	P	Y	Y						
11. Mike Shriver (Council Co-Chair)	P	Y	Y						
12. Charles Siron (At-Large)	P	Y	Y						
13. Eric Sutter (CE)	A	-	-						
14. Linda Walubengo (Council Co-Chair)	P	Y	Y						
Juba Kalamka	P	Y	Y						
Ayes									
Nayes									
Abstentions									

Total									
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