

HIV Community Planning Council
STEERING COMMITTEE
Thursday, October 25, 2018
25 Van Ness, 8th Floor Conference Room
3:00-5:00 pm

Committee Members Present: Chuck Adams, Jackson Bowman, Cesar Cadabes, Ed Chitty, Elaine Flores, David Gonzalez, Thomas Knoble, Linda Walubengo

Committee Members Absent: Orin Allen [A], Dean Goodwin [A], Paul Harkin [A], Ken Pearce [E], Mike Shriver [E], Charles Siron [E], Eric Sutter [A]

Council Members Present:

Others Present: Kevin Hutchcroft (HHS), Dara Geckeler (CHEP)

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

Minutes

1. Introductions

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

2. Review/Approve September 20th 2018 DRAFT Agenda – VOTE

The September 20th 2018 DRAFT Agenda was reviewed and approved by consensus.

3. Review/Approve August 16th 2018 DRAFT Minutes – VOTE

The August 16th 2018 DRAFT Minutes were reviewed, amended and approved by consensus.

4. Announcements

- None.

5. Public Comment

6. CHEP and HIV Health Services Update

- CM Knoble reported on CHEP:
 - CM Knoble and Dara Geckeler went over the Roadmap presentation for Monday's meeting and requested feedback from the Committee.
 - CS Molnar inquired: for the shared risk assessment and care plans, will you be reviewing how that will be held? Like a shared database?
 - Dara responded: these are the goals we're working towards. We haven't gotten to that level of detail yet.
 - CM Chitty asked a question about data sharing. When the city and county goes to EPIC, will other organizations be included?
 - Dara responded that they are still figuring this out.
 - CM Knoble commented that this is the goal. We want to make sure everyone's information is protected while ensuring they get the best possible care.
 - CM Walubengo noted that we want to make sure this is part of the conversation when we do future RFPs. We need to shift our language in order to line up with the Roadmap process.

- CM Flores commented that she is excited for the Roadmap process to unfold.

7. Committee and Work Group Reports- VOTE

- Community Engagement Committee Update:
 - CS Jordan reported:
 - Jeremy Tsuchitani-Watson presented on the HCAP report. There is an upcoming COLA scheduled for youth accessing PrEP. There is a provider follow-up survey in the works. There is also a client participant panel slated for November.
- Council Affairs Committee Update:
 - CM Bowman reported:
 - CM Geltmaker presented the San Mateo report. They also reviewed the presentation calendar.
- Membership Committee Update:
 - CM Cadabes reported:
 - They interviewed a candidate for the Council, 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. There is another candidate on the docket to be interviewed next month.
- PLWH Advocacy Work Group Update:
 - CS Molnar noted that the Committee did not meet.

8. PLWH Advocacy Group Discussion

- The Committee was provided a report-back from Council Support.
 - CS Jordan reported:
 - He reached out to the PLWH members of the Council. He heard back from about half of the folks he reached out to.
 - Everyone said they would like the group to continue.
 - It seemed that once meetings started getting canceled regularly, most folks expected the meetings to be canceled and didn't tend to RSVP to meetings.
 - One person felt like maybe there was some burn out, and perhaps a lack of engagement of the members.
 - One person felt conflicted that the meeting didn't count towards Council Attendance.
 - A few people also expressed support for ad-hoc or quarterly meetings.
 - Someone added that maybe snacks would help.
 - Folks generally wanted the group to work on roadmap, funding streams, whether PLWH folks feel they're being heard on the council as well as informational speakers and in-services.
 - a. Someone also brought up the two new work groups that were proposed during the summit, and how this might affect attendance.
 - There was a concern about respectful engagement and avoiding derailing meetings from people who have a mono-focus on a personal issue. That moved into a suggestion for having case management/navigation services for council members who need assistance. Another suggestion was for Council presenters to also present at PLWH Advocacy group.
- There is one more item that was never discussed from the Steering retreat: should PLWH be expanded to include prevention and care consumers?

- There were mixed responses here. Some folks wanted to group to specifically represent the needs of PLWH, while others wanted to expand the scope. There was also discussion around if the meeting isn't being attended, why should the group be expanded.
- CM Chitty expressed that the idea of the presenters having to present a third time could be challenging. He added that if the meeting was quarterly, do you think there would be more attendance?
 - CM Adams noted that perhaps we could develop a presentation calendar for this group, and structure meetings around that. He added that there are often discrepancies in the understanding of specific words such as "eligibility" within the continuum of care. He would like to see a better understanding of what's happening at the Council, and bringing ideas and feedback from the community. He added that it's the same people showing up for so many different things. When folks are very talkative and dominate the conversation, it is harder for others to speak up.
- CM Cadabes commented on the history of the PLWH advocacy group. In the past, it was much more about specific advocacy. The role has changed and there doesn't seem to be a clear direction. He added that the history of this group has always been one of positive consumers. This space also provides a space for positive folks who aren't on the Council.
- CM Gonzalez expressed support for leaving any decisions surrounding PLWH group in the hands of folks living with HIV.
- CS Jordan noted that for the people he didn't get in touch with, he reached out twice by email and once by phone.
- CM Bowman noted that perhaps it would help this group to have a more specific function and role.
- CS Jordan noted that on the Care Council, this committee was the first one of the month. That way any motions moving through committees would initially have a voice coming from PLWH. This group was a safe space for consumers who may not have felt comfortable speaking up among so many service providers.
 - There was a lot of sentiment for a restart of the Committee, considering a quarterly meeting, and a strong push for attendance. Folks expressed that they wanted a strong push to at least have the one initially quarterly meeting, and convene to figure out how to move forward.
- CS Molnar added that we can continue this conversation in November. He noted that perhaps if there are quarterly meeting with specific agendas and presentations, perhaps attendance will be better.
 - CM Cadabes thanked CS Jordan for gathering this information. He supports having a quarterly meeting, and offered to make the announcement at Full Council.
 - After further discussion, the group decided to hold off on PLWH Group meetings until January, after which the goal will be to have quarterly meetings.

9. Marin County Report- VOTE

- The Committee reviewed the annual presentation from Marin County.
- CM Bowman asked if we could see a snapshot of the overall population demographics of Marin to compare to the HIV demographics.
- CM Gonzalez suggested moving the first table to later in the presentation, or perhaps highlighting that the table reflects data between 1981-2017.
 - The Committee discussed it may be a good idea to have the slide on general demographic information first, and then narrow the focus.

10. Meeting Evaluation

- The Committee discussed its experience of the 2018 Summit.

- CM Walubengo noted that it could be helpful to revisit the structure of the meeting. Perhaps if there were more small groups it would be helpful. She also suggested bringing desserts to the next Summit to help perk people up in the afternoon after a long day.
- CS Jordan noted that he prefers to have the Needs Assessment presentation after Epi.
- CM Bowman asked if this meeting can be moved to later in the year?
 - CS Molnar responded that we can try, but we will always be beholden to the due dates.
- CM Bowman added that it seems like the community feedback received was received too late to make any decisions. Perhaps we can create space for providers to give feedback a few months in advance of the meeting.
 - CS Molnar noted that the feedback was technically received before service category prioritization and resource allocation. He noted that while personal accounts are very valuable, so is everything the Council has been hearing over the year. He also noted that often the feedback is more service provider-driven rather than consumer driven. He added that there seemed to be sentiment at the meeting for more consumer feedback throughout the next year.
- CM Flores added that she enjoyed the testimonials expressed at public comment.

11. HCPC Meeting Agenda –VOTE

- The Committee reviewed, amended and approved the agenda for the October HCPC meeting. The following change was made:
 - Co-Chair election was added as a 5-minute agenda item for #7. The following items were adjusted accordingly.
- CS Molnar noted that there is a celebration for Barbara Garcia scheduled for during Steering Committee in November. Should we move the Steering meeting? Perhaps it could be from 2-4pm instead of 3-5pm.
 - The Committee agreed to move the meeting to an hour earlier.

12. Next Meeting Dates & Agenda Items- VOTE

- The next Steering Committee meeting is tentatively scheduled for Thursday, November 15th 2018 at 25 Van Ness 8th floor Conference Room from 3:00-5:00 pm.

13. Adjournment

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

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)

Date: October 25, 2018	[roll]	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]
1. Chuck Adams (CA)	P								
2. Orin Allen (CE)	A								
3. Jackson Bowman (CA)	P								

4. Cesar Cadabes (Membership)	P								
5. Ed Chitty (Membership)	P								
6. Elaine Flores (At-Large)	P								
7. David Gonzalez (At-Large)	P								
8. Dean Goodwin (Council Co-Chair)/Thomas Knoble (Council Co-Chair)	A/P								
9. Paul Harkin (At-Large)	A								
10. Ken Pearce (At-Large)	E								
11. Mike Shriver (Council Co-Chair)	E								
12. Charles Siron (At-Large)	E								
13. Eric Sutter (CE)	A								
14. Linda Walubengo (Council Co-Chair)	P								
	Ayes								
	Nays								
	Abstentions								
	Total								