

HIV Community Planning Council
STEERING COMMITTEE
Thursday, April 18, 2019
25 Van Ness, 8th Floor Conference Room
3:00-5:00 pm

Committee Members Present: Chuck Adams, Ed Chitty, Elaine Flores, David Gonzalez, Paul Harkin, Thomas Knoble, Ken Pearce, Mike Shriver, Charles Siron, Linda Walubengo

Committee Members Absent: Cesar Cadabes [E], Dean Goodwin [A], Eric Sutter [E], Linda Walubengo [E]

Council Members Present:

Others Present: Jason Chadwick (CHEP), Beth Neary (HHS)

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 Knoble. Everyone introduced themselves and quorum was established.

2. Review/Approve April 18th 2019 DRAFT Agenda – VOTE

The April 18th 2019 DRAFT Agenda was reviewed, amended and approved by consensus.

CS Molnar requested to add between items 7 and 8, a discussion of the steering retreat. The group agreed to this addition.

3. Review/Approve March 21st 2019 DRAFT Minutes – VOTE

The March 21st 2019 DRAFT Minutes were reviewed, amended and approved by consensus.

4. Announcements

- CM Shriver announced that the GTZ consortium meeting is on April 25th. They are also working on metrics for Hep C surveillance.
- CM Harkin announced that the Meth Task Force had its first meeting on Tuesday. The meeting tended toward a clinical-focus, looking at folks who are in the midst of serious and chaotic use. The next meeting dates are on the task force website.
 - CM Shriver asked how much HIV was part of the conversation.
 - CM Knoble responded that it wasn't a big topic, but many people will be attending the task force going forward who are part of or connected with the council.

5. Public Comment

- None.

6. CHEP and HIV Health Services Update

- CM Knoble reported on CHEP:
 - There was an encampment event this past Tuesday. 75 people attended.
 - CM Harkin added that we tested dozens of people for HIV and Hep C. They did syphilis testing as well.
- Beth Neary reported on HHS:

- The motivational interviewing training is schedule for September 5th.
- Burnout training is scheduled for May 21.

7. Committee and Work Group Reports- VOTE

- Community Engagement Committee Update:
 - CS Jordan reported:
 - They reviewed the HCAP report. This was Jeremy Tsuchitani-Watson’s final report, as he has taken another position at Baker Places.
 - The rest of the meeting was focused on determining the 2019 COLA targets. The focus will be on women, with three specific targets: women who use substances, transwomen of color and hetero cis African American women. We are seeing a lot of disparities in these specific populations.
 - They also wrapped up approval for the interview guide for this year’s Needs Assessment, and are moving forward with focus groups.
 - CM Pearce asked if he can let everyone know when the focus groups will happen.
 - CS Jordan noted he can send this out to the distribution list. He added that additional people can sometimes be challenging to manage, especially because these focus groups are already piggy backing on the safe spaces created by existing support groups.
 - In the past, people from the council have provided introductions for the focus groups.
- Council Affairs Committee Update:
 - CM Adams reported:
 - They reviewed the presentation on Syringe Access and Overdose Prevention services presentation for Full Council. The molecular surveillance presentation was already reviewed last month.
 - They also reviewed the presentation calendar.
- Membership Committee Update:
 - CM Pearce reported:
 - The interviewee was not able to attend the meeting, so the interview has been pushed to next month.
 - They also talked about managing consumer expectations by potentially expanding what happens pre-interview for potential council members. They will review this again next month and then send it to PLWH group for further fine-tuning.
 - CS Jordan added that we discussed how to best instill reasonable expectations to new council members, which came from the parking lot. They also wanted to develop a best practices document for new mentors. These were both taken out of the parking lot and added to the agenda next month.
 - CM Shriver wants to exercise caution when communicating the idea of PLWH folks potentially “taking advantage” of the policy of unlimited excused absences.
- Work Group Updates (PLWH, Homeless, Needs Assessment):
 - CM Harkin reported on the Homeless work group:
 - They tried to get a better sense of the goals of the group: should they focus on system-wide reforms or more reasonably implementable ideas?
 - They talked about substance use disorder issues and issues in the city around harm reduction.
 - CM Knoble encouraged more folks to attend the group.
 - CM Shriver reported on the PLWH group:

- None.

8. Steering Retreat/Review of Integrated Plan

- CS Molnar noted: the mandatory annual review of the Integrated Plan usually happens during the Steering retreat. It is a space where people can come together outside of the usual meeting space. Last year there was a brief review of the Integrated Plan, followed by discussion of other topics.
 - In the past, they've also reviewed the integrated plan during regular steering meetings. It is up to this group to decide whether they would like to hold a separate retreat for this discussion. This discussion should happen before the Summit, which is tentatively scheduled for September 27th 2019.
- CM Pearce asked if there seems to be a big difference in the flow of conversation between having the conversation at Steering meetings or a separate retreat.
 - CS Molnar noted that based on this current group, it seems like it would be a very robust discussion if held in this setting. The separate retreat day also offers this opportunity. They could also determine the structure of meeting discussions in advance to make it flow as smoothly as possible.
- CM Gonzalez noted that in the interest of maximizing everyone's time, he would prefer to do something that is more goal-oriented, which seems like it could be accomplished in this committee. If there is going to be a retreat, it needs to have an additional specific goal such as discussing the road map.
- The group decided to continue this discussion next month, where it will be noted as a vote.

9. Meeting Evaluation

- CS Clark presented the results of the most recent meeting evaluations.
 - There were more evaluations turned in last month, with overall positive feedback. The meeting rating was 9.3. This rating is slightly lower (0.1) than the last few meetings, but still seems to be consistent.
 - Folks expressed positive things about both the EHCSF and the GTZ presentations.
 - People seemed to enjoy the council member panel.
- The group also discussed the ongoing issue of communication with SOA.
 - CM Siron expressed support for engagement with SOA.
- CM Gonzalez noted that he hopes that the council can continue to build relationships and community. It's about making the council feel more humanized and checking in with ourselves. He hopes we have more opportunities to do this in the future.
- CS Molnar asked if these conversations are happening at GTZ and DPH as well.
 - CM Shriver responded that at GTZ is having these conversations specifically around race and looking at populations that have been treating inequitably within the system.
 - Beth Neary responded that similar discussions are happening at DPH among staff.
 - CM Gonzalez noted that this should be a conversation about racism, transphobia and stigmatizing substance users—all of these have happened within the council.
 - CM Knoble noted that these are challenging conversations. We need to create an environment where people can make mistakes and get more comfortable with having these conversations. We need to address these issues which are critical for the people we serve.
 - CS Molnar added that these conversations are backed up by the sentiment that we don't want to be a rubber stamp council.
- CM Gonzalez noted that we have specific expectations around engagement and the culture of participating in meetings. Young people of color are often told to quiet down. We need to have honest dialogue and create a space where people outside of this cultural norm are welcome.

- CS Jordan noted that during his time, folks have tried to balance communication styles with respectful engagement. This means different things to different people; it is a complicated discussion.
- CM Flores recalled her own youth and the definition of respectful engagement that she was taught. She noted that we do need to keep to a standard of respectful engagement. She works with a young person in Marin who could be great for the council.
- CS Molnar noted that we have had successful examples of youth council members in the past. These are all valid concerns, but this conversation would probably be best continued with youth present at the table.
- CM Chitty added that many young folks have constantly changing availability due to work schedules.
- CM Shriver noted that there were young people from the beginning of both the care and prevention councils. He would caution against saying that it's the format and culture of the meetings. It could be more about incentive.

10. HCPC Meeting Agenda- VOTE

- The Committee reviewed the agenda for the January Full Council meeting.
 - There were no changes.
- CS Molnar noted that due to Memorial Day falling on the 4th Monday in May, the council meeting needs to be moved to May 20th.

11. Next Meeting Dates & Agenda Items- VOTE

- The next Steering Committee meeting is tentatively scheduled for Thursday, May 16th 2019 at 25 Van Ness 8th floor Conference Room from 3:00-5:00 pm.

12. Adjournment

- The meeting was adjourned at 4:32pm by Co-Chair Knoble.

Parking Lot:

- Discuss the December council meetings.
- MOUs and other agencies.

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: April 18, 2019	[roll]	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]
1. Chuck Adams (CA)	P								
2. Cesar Cadabes (Membership)	E								
3. Ed Chitty (Membership)	P								
4. Elaine Flores (At-Large)	P								
5. David Gonzalez (At-Large)	P								

6. Dean Goodwin (Council Co-Chair)/Thomas Knoble (Council Co-Chair)	A/P								
7. Paul Harkin (At-Large)	P								
8. Ken Pearce (At-Large)	P								
9. Mike Shriver (Council Co-Chair)	P								
10. Charles Siron (At-Large)	P								
11. Eric Sutter (CE)	E								
12. Linda Walubengo (Council Co-Chair)	E								
Ayes									
Nays									
Abstentions									
Total									