

HIV Community Planning Council  
**STEERING COMMITTEE**  
Thursday, January 17, 2019  
25 Van Ness, 8<sup>th</sup> Floor Conference Room  
2:00-4:00 pm

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

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

**Council Members Present:**

**Others Present:** Ney Soares do Nascimento

**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 January 17<sup>th</sup> 2019 DRAFT Agenda – VOTE**

The January 17<sup>th</sup> 2019 DRAFT Agenda was reviewed and approved by consensus.

**3. Review/Approve November 15<sup>th</sup> 2018 DRAFT Minutes – VOTE**

The November 15<sup>th</sup> 2018 DRAFT Minutes were reviewed, amended and approved by consensus.

**4. Announcements**

- CM Shriver announced that there is an event tonight to honor Barbara Garcia. It will take place at Maitri from 4-6pm.
  - The date has been set for the upcoming PLWH Group meeting, on January 30<sup>th</sup> 2019 at 25 Van Ness 8<sup>th</sup> floor conference room 3-5pm. He will be calling members to encourage them to attend. At the meeting there will be discussion of whether the group should continue to meet, how often, and goals for the group going forward.
  - The service for CM Thomas's wife will be this Sunday at the Women's Building, from 4-6pm.

**5. Public Comment**

- None.

**6. CHEP and HIV Health Services Update**

- CM Knoble reported on CHEP:
  - They are adding another day to the 4-day counselor training, as well as a Narcan training and syringe services. We are moving from 4 up to 6 trainings per year. We're excited about the community shift towards integration goals.
  - Former Council member Jose-Luis Guzman's position at CHEP is in the process of being filled.
  - Dara Geckeler has left her position at DPH and is now at Facente Consulting.
    - CM Pearce requested that the Council send her a thank you card for all of her work.

- CM Goodwin reported on HHS:
  - DPH is revising the process by which we purchase, secure, distribute, track and provide site visits on vouchers that are given out. This is in response to certain issues other programs have had with the vouchers. We've been involved with the controller's office in trying to resolve this.
    - In the future, it looks like everything that is a card (e.g. Safeway, Walgreens, etc...) will need to be purchased through the DPH accounting process.
    - We are going to purchase vouchers in response to last year's Carry Forward Motion, but this might be slightly delayed due to this process.
    - Farmers market tokens will continue to be purchased as they have in the past. We are moving to \$5 chips rather than \$1 chips.
    - CM Pearce noted that in the past we've leaned towards vouchers as a way to provide services with a quick turnaround time. Will this affect the turnaround time?
      - CM Goodwin responded that expending it won't be a problem.
      - CM Bowman asked if they've discovered any problems with vouchers.
        - CM Goodwin noted that the numbers are off a little bit, but because of the nature and intensity of the work of case managers, this is within the margin of error that they expect.

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## 7. Committee and Work Group Reports- VOTE

- Community Engagement Committee Update:
  - CS Jordan reported:
    - This committee did not meet in January.
    - The major agenda item that was on the Agenda was choosing the target for this year's Needs Assessments and COLAs. He encourages folks to attend next month, and to think about what targets they'd like to see.
      - CS Molnar noted that at the Summit, folks brought up ideas of Long-Term Survivors and aging.
- Council Affairs Committee Update:
  - CM Molnar reported:
    - This Committee did not meet in January. In November, they worked on building the 2019 presentation calendar and came up with a schedule. He presented the revised calendar for feedback from Steering. He first asked for feedback on everyone's interpretation of the meaning of a "State of the Union" Epi presentation.
      - CM Pearce suggested doing a "State of the Union" Epi presentation before the Getting to Zero presentation.
      - CM Shriver noted that GTZ is about to start coming up with a 5-year plan, focusing on racial justice and drug-user justice, among other topics. He suggested having the GTZ report in February.
      - CM Knoble added that the Epi folks likely won't have any more information to add since they presented at the Summit.
      - CM Goodwin noted that before proceeding further, we could look at the notes of the Summit and see what questions were asked. Then we could check in with the presenters about how much of that is doable for a March presentation (or do at Summit next year). Or, if we need to support folks' understanding of Epi data, we could hold something separately outside of Full Council in a smaller group setting.
      - CM Bowman pointed out two themes: tying up loose ends from the Summit, and figuring out what our goals are from here. He supports the idea of doing

as much as possible at Full Council, especially because the smaller, extra-curricular meetings are not as well-attended.

- CM Shriver added that we could add a brief Epi snapshot during the GTZ presentation.
- CS Jordan summed up what he heard: looking back at the minutes and talk to Susan about what her capacity is. This way we can come up with ideas for how she is filtering her data and how she could present. What should the timeline for this be?
  - CS Molnar noted he could ask Susan to provide key or salient data points from presentation. And after council staff looks at the minutes, we could ask her to address the questions brought up during the Summit. This would probably next go to Council Affairs to review before the meeting.
  - CM Gonzalez suggests bringing this up at the Co-Chairs meeting and then again in Council Affairs. He noted that perhaps we could slow down the process and put more deliberate intention into what information we want to see at the Epi presentation at this year's Summit.
    - CS Molnar noted he will start will checking Susan's availability for a presentation.
- Membership Committee Update:
  - CM Pearce reported:
    - The meeting focused on determining the 2019 Committee assignments. CS Molnar will be sending out the updated Committee Assignments to council members. He will also be bringing a one-pager of committee assignments to Full Council.
    - CS Molnar reviewed the new Membership policy, which includes appointed seats:
      - **All new council members, and all renewing council members in 2020, are required to be in compliance with the meeting attendance policy, excluding the part B representative.**
      - He noted that Council staff is facing challenges with getting new Council Members officially appointed to the Council by the Mayor's Office.
      - CM Walubengo highlighted that the two last appointees to the Council have been African American. She added that we still don't have representatives from the Native Community, Latinx folks and youth.
      - **CM Siron moves to have the Council write a letter to the Mayor's Office about the delay in Mayoral Appointments.**
      - **CM Pearce seconds the motion.**
      - **MOTION PASSES. See column (1) for vote breakdown.**
  - None.
- PLWH Advocacy Work Group Update:
  - None.

## 8. Motions from Summit- VOTE

- The group discussed motions for the formation of two work groups. The motions from the Summit read as follows:
  - **CM Discepolo moves that Steering develop a workgroup to look into disparities and structural needs around the homeless population and HIV.**
  - **CM Jewell moves to create a workgroup to look at the system of care and have a recommendation to bring to Full Council in one year.**

- CM Gonzalez noted that there is not enough incentivization in the non-profit field to keep folks in their positions—there is a lot of turnover.
  - CM Goodwin noted that he thought this was more about moving money around between contracts. He noted that there doesn't seem to be much disparity of pay between different nonprofits, it seems like it's more of a structural issue. There is less money now than there was in the past.
    - He added that we need to clarify the timeline—is it one year from the Summit? Or from when the workgroup is created?
- CM Siron requested that we wait on discussing these until the people who made the motions can be here to talk about them.
- CS Jordan added that these motions could dovetail well into standing committees, a few of which already have attendance challenges.
- CM Harkin noted that right now homeless folks are being moved around a lot, which has made HIV adherence difficult, as well as difficult for navigators to locate their clients. Folks' syringes and Narcan are being confiscated. He added that this group would be meant to address over-criminalization and policing of homeless folks. We need to think about how to neutralize this and dial it back.
- CM Walubengo noted that it sounds like these are important issues that need to be addressed, but that perhaps there are already committees that could address these issues.
  - CM Goodwin noted that the larger issue is, what is the most effective way to pull this information together? Is it part of a stand-alone workgroup or part of a standing Committee? Perhaps the first motion could be addressed first, and the second could be postponed slightly.
  - CM Gonzalez added that these motions both seem to fall within the Roadmap, as well as Project OPT-IN. It is important to address these issues, perhaps as part of the Roadmap, perhaps as part of standing committees.
  - CM Bowman expressed support for forming standing workgroups rather than adding these issues to Committees, as well as hearing directly from those who made the motions.
- CM Siron expressed support for folks who made motions to come to the meeting where it will be discussed. He noted that there could be problems with quorum.
  - CM Harkin expressed that he knows 5 people who would join the workgroup.
- CS Molnar added that there was a Needs Assessment work group last year that was very poorly attended. He noted that Community Engagement has struggled with attendance challenges, and could actually be a great place to discuss these critical issues affecting the HIV community. He highlighted attendance challenges with past work groups, and noted that an additional workgroup means an increased workload for Council Members and Council Staff.
  - CM Shriver underscored that we need more education for the council around issues of HIV and homelessness. We could create a panel or presentation, do a whole meeting around homelessness and disparities within that community. He noted that he would vote no to form a workgroup right now, because it needs to be a more deliberative process.
  - CM Walubengo expressed support for highlighting the information of what CM Harkin said. It seems like community engagement would be the best place for this. But before we get there, there needs to be more information given to the Council.
  - CM Knoble suggested bringing this up at the next Full Council as part of the year in review.
- **MOTION: CM Bowman moves to form a workgroup to look into disparities and structural needs around the homeless population and HIV.**
- **CM Harkin seconds the motion.**
  - CM Goodwin suggested that the workgroup could charge an educational initiative to figure out what is going on, what is needed, and come to FC with a recommendation. Their charge would

be more about fact-finding and education gathering, they would do this for a few months and then bring it to the Council.

- **AMENDMENT MOTION: CM Bowman moves to form a workgroup to look into disparities and structural needs around the homeless population and HIV. This will be a temporary, educational workgroup to gather information and then present findings and recommendations at Full Council after 3-6 months. The Council will then use this information to determine whether they should create a long-term workgroup. The group itself can decide further about how long the timeline should be, but it is time sensitive, time specific and time relevant.**
- **CM Harkin seconds the amendment motion.**
- **MOTION PASSES. See column (2) for vote breakdown.**
- CM Shriver added that this workgroup will address more than the Needs Assessment. The NA last year was done very well, and this workgroup will complement it quite well.
- **CM Pearce moves to table CM Jewell's motion about the system of care. CM Knoble seconds the motion.**
- **MOTION PASSES: See column (3) for vote breakdown.**

## 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 9.4.
  - Folks were happy with CM Shriver as the facilitator as well as the Council Member Panel.
  - People enjoyed hearing from CM Hall, but a few commented that we need to fix the audio issues.
    - Council Staff is currently looking into other options for the teleconference call.
  - Positive feedback also for the Roadmap and Needs Assessment presentation. A couple people mentioned they would've enjoyed visuals for the NA presentation.
  - One person mentioned they'd like to see more presentations focused on social determinants of health and health equity in the future. Another mentioned they'd like to see report-backs from CBOs that receive funding from DPH, and see different break out groups that work on specific issues that negatively impact people living with HIV.

## 10. HCPC Meeting Agenda

- The Committee reviewed the agenda for the January Full Council meeting.
  - CS Molnar announced that most of the updates have been removed, besides the Agenda, Minutes, as well as the CPG/OA updates. He confirmed with the group if it'd be okay to keep the Membership-VOTE item on the agenda.
    - The bulk of the meeting will be in small groups. The first half will be focused on the past year, with an accompanying presentation.
    - The second half after dinner will be looking forward. Presenters will pose the question: What are some tasks and goals moving forward? The second question will be: What do we need to do to get there?
      - a. Responses will be discussed in small groups and written down on butcher paper. Co-Chairs will help to facilitate the groups.

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

- The next Steering Committee meeting is tentatively scheduled for Thursday, February 21<sup>st</sup> 2019 at 25 Van Ness 8th floor Conference Room from 3:00-5:00 pm.

## 12. Adjournment

- The meeting was adjourned at 4:00pm by Co-Chair Shriver.
- Parking Lot: Discuss the December meetings at next Steering meeting.

**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: January 17, 2019</b>	[roll]	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]
1. Chuck Adams (CA)	E	-	-	-					
2. Orin Allen (CE)	E	-	-	-					
3. Jackson Bowman (CA)	P	Y	A	Y					
4. Cesar Cadabes (Membership)	E	-	-	-					
5. Ed Chitty (Membership)	E	-	-	-					
6. Elaine Flores (At-Large)	L	-	-	-					
7. David Gonzalez (At-Large)	P	Y	Y	Y					
8. Dean Goodwin (Council Co-Chair)/Thomas Knoble (Council Co-Chair)	P/P	Y	Y	Y					
9. Paul Harkin (At-Large)	P	Y	Y	Y					
10. Ken Pearce (At-Large)	P	Y	Y	Y					
11. Mike Shriver (Council Co-Chair)	P	Y	N	Y					
12. Charles Siron (At-Large)	P	Y	N	Y					
13. Eric Sutter (CE)	E	-	-	-					
14. Linda Walubengo (Council Co-Chair)	P	Y	Y	Y					
Ayes	8	5	8						
Nays		2							

Abstentions		1							
Total	8	8	8						