

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

Committee Members Present: Chuck Adams, Elaine Flores, David Gonzalez, Dean Goodwin (Co-Chair), Thomas Knoble (Co-Chair), Mike Shriver (Co-Chair), Linda Walubengo (Co-Chair)

Committee Members Absent: Ben Cabangun [E], Cesar Cadabes [E], Ed Chitty [E], Paul Harkin [A], Ken Pearce [LoA], Charles Siron [E, proxy: Mike Shriver], Eric Sutter [E]

Council Members Present: Ney Nascimento

Others Present: Kevin Hutchcroft

Support Staff Present: Jennifer Cust, Mark Molnar

Minutes

1. Introductions

The meeting was called to order at 3:11pm by Co-Chair Shriver. Everyone introduced themselves and quorum was established.

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

The July 18th 2019 DRAFT Agenda was reviewed and approved by consensus.

3. Review/Approve June 20th, 2019 DRAFT Minutes – VOTE

The June 20th 2019 DRAFT Minutes were reviewed and approved by consensus.

4. Announcements

- Co-Chair Walubengo reported back on AIDS 2020 Activation Town Hall meetings.
 - CM Knoble spoke to his experience about attending the Town Hall meetings.
 - Co-Chair Shriver spoke to the history of the AIDS Conference.
- Co-Chair Shriver spoke about the details of the GTZ panel on July 18th for the Director of the CDC.
- CM Flores spoke to the Marin County allocation.

5. Megatrends Presentation

- Bill Blum presented updated details on the Megatrends Presentation including:
 - Framing
 - Trends
 - International
 - a. AIDS 2020 Conference
 - i. Collaboration with Alameda County
 - National
 - a. Funding Levels
 - i. HIV related programs
 - ii. State STD/ HCV
 - b. ETHE
 - i. Federal vision for SF and SF vision for Federal Government

- Community Engagement Committee Update:
 - CM Gonzalez updated the committee on the meeting including speaking to social media.
- Council Affairs Update:
 - CM Adams noted that they went through this month's presentations as well as the presentation calendar.
- Membership Committee Update:
 - CM Walubengo updated the committee:
 - Regarding the demographic update, there is a need for Latinx folks and un-aligned consumers.
- Work Group Update (PLWH Advocacy Group, Homeless Work Group)
 - Co-Chair Shriver updated the committee on PLWH group:
 - A Motion was passed to send a letter to the SOA.
- **MOTION: to approve the PLWH letter to the SOA**
- **Motion passed: see column (1) for vote breakdown.**

9. Meeting Evaluation

- CS Molnar reported on the June Full Council meeting evaluations.
 - Co-Chair Knoble inquired about the lack of attendance of Community Listening Session and what should be done in the future.
 - CM Adams suggested speaking to providers during the Summit and remind them about next year's Community Listening Session
 - CM Walubengo spoke to the lack of interest from various agencies.
 - CM Gonzalez spoke to a need to be proactive about RFP process and the changes those things could bring. He suggested changing the messaging around the call for providers.
 - CS Molnar suggested giving notice earlier.
 - Co-Chair Shriver spoke to the individual agencies receiving funding not being a part of the process for the HCPC. He noted that we need to be specific about what the council provides. He also suggested a separate Town Hall for this type of community engagement.
 - Co-Chair Walubengo suggested trying the community listening one more time.
 - CS Molnar suggested it may not be possible to add to the August agenda.
 - Co-Chair Shriver suggested doing this listening Town Hall in December or January.
 - The committee discussed the intention of the town hall.
 - Co-Chair Knoble suggested having time filler topics to fill in time at Full Council Meetings.
 - Co-Chair Shriver noted that the town hall could serve has a way to share information.
 - CM Gonzalez spoke about framing the Town Hall around reaction to the HCPC meetings as well as a suggestion of combining HCPC and GTZ.
 - Co-Chair Shriver suggested this conversation go back to Co-Chairs so they can bring back a proposal.
 - Co-Chair Knoble inquired about planning for the Summit Agenda and what is included.
 - CS Molnar noted that it includes mandates that haven't been met before the Summit as well as the Prioritization and Allocation.

10. Facilitation of Committee Meetings – VOTE

- CS Molnar noted that this item was brought up because committee members wanted to be able to run committee meetings without the need for the committee co-chairs to be present. The membership committee suggested Council Co-Chairs fill in as the facilitator.

- Co-Chair Knoble suggested that not just co-chairs be the alternatives, but also other members of the committee. The first option can be Co-Chairs called, then alternative members, and then staff is needed.
- CS Molnar noted that this is already a process is in place.
- The Committee discussed facilitation of committees and work groups when committee and work group chairs are unable to attend.
- The Co-Chairs decided to bring the issue of attendance to a future meeting

11. Carry Forward Allocation - VOTE

- **MOTION: To approve the 2019 Carry Forward Allocation.**

FY-2018-19 Unexpended	\$239,976	
Emergency Financial Assistance	\$160,000	
Funding for Medication Lockers (provide homeless clients with safe places to store medications, recommendation of HCPC Homeless Work Group)	Up to \$50,000	(HHS is continuing to look into exact cost and will share budget information becomes available) if less than \$50,000, the remainder will go to Emergency Financial Assistance
Nutritional Liquid Supplements (homeless/substance users – feed-back from Needs Assessment)	\$29,976	

Original (As recommended by DPH HHS)

FY-2018-19 Unexpended	\$239,976	
Emergency Financial Assistance	\$160,000	
Funding for Medication Lockers (provide homeless clients with safe places to store medications, recommendation of HCPC Homeless Work Group)	\$50,000	(HHS is continuing to look into exact cost and will share budget information becomes available)
Ensure Liquid Supplements (homeless/substance users – feed-back from Needs Assessment)	\$29,976	

- **MOTION passed by roll call vote: See column (2) for vote breakdown.**
- CM Gonzalez noted the community engagement committee had a robust discussion about the lockers.

12. HCPC Meeting Agenda- VOTE

- The Committee reviewed the agenda for the June 26th Full Council meeting.

13. Next Meeting Dates & Agenda Items- VOTE

- The next Steering Committee meeting is tentatively scheduled for Thursday August 26th 2019 at 25 Van Ness 8th floor Conference Room from 3:00-5:00 pm.

14. Adjournment

The meeting was adjourned at 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)

Date: July 18, 2019	[roll]	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]
1. Chuck Adams (CA)	P	Y	Y						
2. Ben Cabangun (CE)	E	-	-						
3. Cesar Cadabes (Membership)	P	-							
4. Ed Chitty (Membership)	P	-	-						
5. Elaine Flores (At-Large)	P	Y	Y						
6. David Gonzalez (At-Large)	P	Y	Y						
7. Dean Goodwin (Council Co-Chair)/Thomas Knoble (Council Co-Chair)	P/P	Y	A						
8. Paul Harkin (At-Large)	A	-	-						
9. Ken Pearce (At-Large)	LoA	-	-						
10. Mike Shriver	P	Y	Y						
11. Charles Siron (At-Large) [proxy: Mike Shriver]	E	Y	Y						
12. Eric Sutter (CE)	E	-	-						
13. Linda Walubengo (Council Co-Chair)	P	Y	Y						
Ney Nascimento	P	Y	Y						
Ayes									

Nayes									
Abstentions									
Total									