

HIV Community Planning Council
STEERING COMMITTEE
Thursday, March 15, 2018
25 Van Ness, 8th Floor Conference Room
3:00-5:00 pm

Committee Members Present: Chuck Adams, Orin Allen, Richard Bargetto, Jackson Bowman, Elaine Flores, David Gonzalez (Co-Chair), Dean Goodwin (Co-Chair), Jose Luis Guzman (Co-Chair), Paul Harkin, Ken Pearce, Mike Shriver (Co-Chair), Eric Sutter, Linda Walubengo (Co-Chair)

Committee Members Absent: Laura Thomas [A], Charles Siron [L]

Council Members Present:

Others Present: Thomas Knoble (CHEP)

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

Minutes

1. Introductions

The meeting was called to order at 3:10 pm by Co-Chair Walubengo. Everyone introduced themselves and quorum was established.

2. Review/Approve March 15th 2018 DRAFT Agenda – VOTE

The March 15th 2018 DRAFT Agenda was reviewed and approved by consensus. Committee will discuss whether to have a regular steering meeting next month.

3. Review/Approve February 15th 2018 DRAFT Minutes – VOTE

The February 15th 2018 DRAFT Minutes were reviewed and approved by consensus.

4. Announcements

- CM Bargetto announced that he will be leaving the Council in May. CM Pearce, the other Membership Co-Chair, will also be stepping down from his seat. Membership Committee is looking for two new Co-Chairs.
- CM Harkin announced that there will be an overdose conversation at 25 Van Ness in room 610 on Thursday April 29th.
 - They are currently reaching out to clients to attend, as they already have enough providers slated to attend. They would love to see overdose survivors take part in this conversation, as well as users of opiate and non-opiate drugs. Fentanyl has been found in many drugs besides opiates.

5. Public Comment

- None.

6. CHEP and HIV Health Services Update

- Co-Chair Guzman announced:
 - He is going to be leaving the council and CHEP at the end of next month. He has taken a position at CBHS overseeing substance use disorder programs. He is working with Tracey and CHEP to set up a transition plan. Thomas Knoble will be helping oversee the process.
 - The Committee thanked Jose Luis for his service.

- There is not much to update on CHEP right now. There will be further updates at the Full Council meeting.
- Co-Chair Goodwin reported:
 - There are some DPH trainings coming up, including:
 - Topics on Immigration, May 10th
 - Strategies for Motivational Interviewing, August 31st
 - HIV Treatment Updates Training and Group Dynamics Training (for HCPC) have yet to be scheduled.
 - HHS is still waiting for the written report from the site visit they had.

7. Committee and Work Group Reports- VOTE

- Community Engagement Committee Update:
 - The most recent Community Engagement meeting was canceled.
 - CM Sutter reminded everyone to please RSVP to meetings so Council Staff can get an accurate gauge of attendance.
- Council Affairs Committee Update:
 - CS Bowman reported:
 - They received two presentations, the HIV Consumer Advocacy Project (HCAP) report from AIDS Legal Referral Panel (ALRP) and the Quality Assurance presentation from Department of Public Health.
 - Today he hopes to talk about some possible engaging activities to do at Monday's meeting surrounding these important presentations.
- Membership Committee Update:
 - CM Pearce reported:
 - Membership is still under for Latinos, Native Americans and Youth.
 - Stacia Scherich has resigned from the Council.
 - With this resignation, the Council is now slightly under for non-aligned consumers.
 - The election of Co-Chairs was tabled until the next meeting.
 - CM Bargetto added that while there has been interest expressed, there are no concrete applications yet. He reminded everyone to be on the lookout for new potential members.
- PLWH Advocacy Work Group Update:
 - None.

8. Meeting Evaluation

- CS Molnar reported on the meeting evaluation results from the February 2018 HCPC meeting:
 - People felt by and large that the meeting went well.
 - The SIF presentation was well received, with numerous positive comments.
 - CM Pearce commented that this was one of the better evaluations we've had.
 - CS Molnar added that the meeting evaluations have been positive recently and I think it's because of the more interactive structure; people appreciate when they don't just passively receive information.

9. Steering Retreat

- The Committee discussed the agenda for the upcoming Steering Retreat occurring on April 13th.
- CS Molnar noted that he will be facilitating meeting to allow Co-Chairs to step back and participate as council members. He will be sending out all relevant materials in advance.
- The Committee adjusted the agenda to reflect the following:
 - 10:00- Breakfast
 - 10:15- Icebreaker: What are some of the accomplishments of the HCPC, HHSPC, and/or the HPPC? What do we need to work on?
 - 10:30- 5 Year Plan Review and Discussion of Council Responsibilities
 - 11:15- Break
 - 11:25- Discussion: What is your personal experience on the HCPC versus past experience with planning bodies
 - 12:30- Lunch
 - 1:00- Merge Evaluation Review
 - 1:30- Discussion: (1) What is your personal vision for the HCPC and (2) how do you think the HCPC needs to change in order to remain relevant?
 - 2:30- Break
 - 2:45- Next Steps/Integrated Planning
 - 3:30- HCPC Agenda and Planning
 - 4:00- End
- Co-Chair Gonzalez suggested writing feedback during the meeting on poster paper on the walls.

10. HCPC Meeting Agenda -VOTE

- The Committee reviewed, amended and approved the agenda for the March 26th Full Council meeting.
- CS Molnar noted that during Council Affairs this month, the Committee discussed ways to engage the Council surrounding the presentations.
 - Co-Chair Walubengo added that they talked about introducing a framework for the data, something along the lines of “why we are presenting this to the council?”
 - CS Molnar added that Council Affairs discussed a theme of these presentations outlining the challenges that the people we serve experience in system of care. There should be some discussion about this.
- The Committee elected to switch agenda items 8 and 14. This way, the small group discussion will follow the HCAP presentation. The group then discussed how to frame the small group discussion.
 - CM Bowman suggested giving specific instructions about the conversation.
 - Co-Chair Shriver stated he doesn’t support having a conversation specifically about HCAP. Talking about challenges in the system of care would be more productive.
 - Co-Chair Gonzalez suggested talking about issues that consumers really face, as well as what the Council can do to provide best practices.
 - Co-Chair Guzman added that the conversation should focus on HIV negative consumers as well as the Ryan White system of Care.
 - CM Bowman suggested identifying barriers and challenges that people experience in the Ryan White system of care and outside of it, as well discussing ways the HCPC can help.
- The Committee decided to ask small groups the following two questions as part of a separate agenda item following the HCAP presentation:
 - 1. What are barriers and challenges that HIV positive and HIV negative people experience in the system of care?
 - 2. What actions can HCPC take to rectify or remediate these challenges?

- CS Molnar offered to add these questions to the Council Staff update.
- The Committee discussed whether to hold Steering Committee next month in light of the Steering Retreat.
 - They decided to keep the meeting for now, but bring the Full Council Agenda to the Steering Retreat in case there is time to approve it.

11. Next Meeting Dates & Agenda Items, Next HCPC Date- VOTE

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

12. Adjournment

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

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: March 15, 2018	[roll]	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]
1. Chuck Adams (CA)	P								
2. Orin Allen (CE)	P								
3. Richard Bargetto (Membership)	P								
4. Jackson Bowman (CA)	P								
5. Elaine Flores (At-Large)	P								
6. David Gonzalez (At-Large)	P								
7. Dean Goodwin (Council Co-Chair)/ Jose Luis Guzman (Council Co-Chair)	P/P								
8. Paul Harkin (At-Large)	P								
9. Ken Pearce (Membership)	P								
10. Mike Shriver (CE)	P								
11. Charles Siron (Council Co-Chair)	L								
12. Eric Sutter (CE)	P								
13. Laura Thomas (At-Large)	A								

14. Linda Walubengo (Council Co-Chair)	P								
Dara Geckeler									
Ayes									
Nays									
Abstentions									
Total									