

HIV Community Planning Council  
**STEERING COMMITTEE**  
Thursday, May 17, 2018  
25 Van Ness, 8<sup>th</sup> Floor Conference Room  
3:00-5:00 pm

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**Committee Members Present:** Chuck Adams, Jackson Bowman, Elaine Flores, Dean Goodwin (Council Co-Chair), Paul Harkin, Ken Pearce, Mike Shriver (Council Co-Chair)

**Committee Members Absent:** Orin Allen, Richard Bargetto, Cesar Cadabes [E], David Gonzalez (Council Co-Chair) [E], Eric Sutter [E], Laura Thomas [A], Linda Walubengo (Council Co-Chair) [E]

**Council Members Present:** Thomas Knoble

**Others Present:**

**Support Staff Present:** David Jordan, Mark Molnar

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### *Minutes*

**1. Introductions**

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

**2. Review/Approve May 17<sup>th</sup> 2018 DRAFT Agenda – VOTE**

The May 17<sup>th</sup> 2018 DRAFT Agenda was reviewed and approved by consensus.

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

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

**4. Announcements**

- CS Molnar announced: The Full Council Meeting this month will occur on May 21<sup>st</sup>, from 4:30-7:30pm.
- CS Molnar announced a shift in roles among Council Staff.
  - CS Cone will still have a majority of her time in Planning Council, but is also taking a new role in Shanti that will reduce her time in Planning Council contract.
    - CS Cone will hold Membership committee. Membership-related questions can go to her.
  - CS Jordan is now the official Program Manager for the Council. Please direct all general Council-related questions towards him and CS Clark.
    - CS Jordan will hold Community Engagement and PLWH Advocacy Group.
    - CS Jordan will continue to hold Council Recruitment. He will retain many aspects of the Membership, but as CS Cone will be holding Membership, most membership-related questions can go to her.
  - CS Molnar will hold Council Affairs and Steering Committees.

**5. Public Comment**

- None.

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

- Co-Chair Knoble announced:

- The Part B award is still pending. This is an unprecedented amount of time that they've had to wait to find out the results.
- There is a HIV test counselor training coming up later this month. They are expecting 27 people to participate.
- Co-Chair Goodwin reported:
  - They had a Part C site visit last week, which was the third HRSA-funded site visit in the last 6 months. It went well. They are still waiting for the Part A written report for the site visit they had in October 2017.
  - There will be an update on trainings in more detail at the upcoming Full Council meeting.

## 7. Committee and Work Group Reports- VOTE

- Community Engagement Committee Update:
  - CS Jordan reported:
    - Jeremy Tsuchitani Watson presented on the HCAP report. Housing was once again the category with the most cases.
    - The 2018 Needs Assessment and COLAs are still in the planning phases.
- Council Affairs Committee Update:
  - CS Adams reported:
    - They went through the BAAHI and LINC'S Presentation, discussing how to tailor the presentations to be as relevant as possible to the Council. The Committee proposed having small group discussions at Full Council, focusing on what the Council can do to address health disparities and implicit bias.
- Membership Committee Update:
  - CM Molnar reported:
    - Regarding the demographic report, the Council is looking for individuals in particular who are Latino/a and/or Native American. The Council is one member short of meeting the Membership goal for non-aligned consumers.
    - The membership renewal policy was updated. All Council members will be automatically renewed unless they have fallen out of compliance with the attendance policy in the last two years. This means that only 4 members' applications were discussed at the meeting. 3 of the 4 people were renewed. The Committee came up with an Action Plan regarding the 4<sup>th</sup> person.
    - CM Siron's Leave of Absence was extended by one month.
    - CM Roberts was granted membership to the Membership Committee.
    - CM Molnar inquired if the agenda item, Membership Renewals, should be on the agenda for Full Council.
      - The Committee elected to wait until June to put this on the agenda.
- PLWH Advocacy Work Group Update:
  - None.

## 8. Meeting Evaluation

- CS Jordan reported on the meeting evaluation results from the April 2018 HCPC meeting:
  - The meeting was rated at 8.5, which is low compared to recent meetings.
  - The following feedback was given regarding Jamie Moran's presentation:
    - The number for "somewhat agree" outnumbered the "I agree" options for the "well prepared" section.
      - This is likely because the presentation wasn't put in context beforehand.

- Some folks commented that they were uncomfortable answering the presenter's questions in a group setting.
      - During the meeting, it was determined that there would be an anonymous survey sent out to the Council with these questions.
  - People had positive feelings about the ANCHOR study.
  - The Megatrends presentation was also overall well-received.
  - Folks had positive feelings about the small groups.

## 9. Roadmap Work Group- VOTE

- The Committee discussed and voted on a new work group.
- Co-Chair Goodwin noted that DPH has come here to ask if the Steering Committee can suggest to the Council to create a working group to discuss a Roadmap-related (“Ralph”) issues. It would be open to anyone from the Council who would like to be involved. The work group would likely meet regularly for a duration of 6-8 weeks.
  - CM Bowman inquired about the meaning of “Ralph.”
    - Co-Chair Goodwin replied: This is based on the idea brought up at Full Council in March, which is trying to have more integration between DPH and the HCPC.
    - Co-Chair Shriver noted that “Ralph” does not stand for anything, but was created as a way to help distinguish this “Integration Plan” from the “Integrated Plan.”
  - Co-Chair Knoble noted that the idea of a work group came about after it was determined that there is too much work to do during Full Council meetings.
  - Co-Chair Shriver stressed the importance of creating the work group with a process that is very inclusive of council members. The process needs to not only be about communication between the Council and DPH, but also with a concerted effort at collaboration.
- **MOTION: CM Pearce moves to create an Ad Hoc work group, called the Integrated Planning/Roadmap Work Group.**
  - **This group will work with DPH around the integration of HIV, Hep C and STI prevention and care services.**
- **CM Harkin seconds the motion.**
- **MOTION PASSES: See column (1) for vote breakdown.**

## 10. Steering Retreat Next Steps- VOTE

- The Committee began discussion of an action item from the Steering Retreat by reviewing the HCPC mission.
- CS Molnar noted: One of the next steps discussed at the Steering Retreat was the possibility of widening the scope of the Council’s Mission. This will first require a review of the current mission of the Council.
- CM Bowman noted: HIV prevention and care are increasingly interconnected with issues such as needle exchanges, Hep C, STIs, housing and structural inequality, etc. He noted that the two Councils, Care and Prevention both had very specific missions, and broadened their collective mission after the merge. This next step would have the potential to further broaden this mission.
  - CM Harkin noted: There have been many conversations about social determinants of health. In terms of the scope of what the Council can influence, there needs to be an awareness of how social determinants of health directly impact the Cascade in San Francisco.
  - Co-Chair Knoble commented: It is important to keep in mind how much it’d be possible to broaden the mission without diluting the Council’s capacity to have meaningful impacts.
  - Co-Chair Shriver commented that the Mission and Vision statements appear to be more about the values of the Council. CDC funding will be cut (especially on the prevention side) in the coming years. It would be helpful to be ahead of the game in terms of funding.

- CM Pearce commented expressed his support for broadening the mission of the Council, but also expressed concern for Council members who already have challenges understanding the nuances surrounding these interconnected issues.
- CM Bowman commented: The idea behind this change is to try an access every possible resource to improve the lives of HIV positive folks in SF. For example, if the Council does more work around housing or substances, it will improve housing and substance issues in SF, which in turn will impact the lives of HIV positive people in SF.
- CS Molnar added that folks at the Steering Retreat did not generate an official statement regarding the proposed change.
- CS Jordan inquired if there was a conversation around what concrete steps could be taken to reach these goals. The current model is more effective for 90% of the population and less effective for the last 10% of the population, which can be the hardest to reach-- this population is small but nonetheless very important.
  - Co-Chair Goodwin voiced his agreement. There needs to be a consensus on what specific steps are being proposed in order to move forward.
- CS Molnar added: The conversation at the Steering Retreat started with the idea that STDs, substance use, mental health and housing are huge cofactors to the community of HIV positive and negative folks. The question came up: why isn't there one large community group working with DPH to address these issues?
  - Someone also brought up the idea that a change in mission would be the best way to approach a change in purview for the Council.
- CM Pearce noted that it has been historically difficult to engage folks at CBHS and other mental health organizations. He expressed concern over expanding the mission statement, in case these groups continue to be difficult to engage.
- The Committee elected to continue this conversation at the next meeting.

**11. HCPC Meeting Agenda –VOTE**

- The Committee reviewed, amended and approved the agenda for the March 26<sup>th</sup> Full Council meeting.
- The following change was made:
  - Agenda item #11 was moved to #12. Agenda item #11 was added, and will be titled “Ad Hoc Work Group Announcement.” Item #12 will be “CHEP and HHS Updates.”
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**12. Next Meeting Dates & Agenda Items, Next HCPC Date- VOTE**

- The next Steering Committee meeting is tentatively scheduled for Thursday, June 21<sup>st</sup> 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 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)

<b>Date: May 17, 2018</b>	[roll]	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]
1. Chuck Adams (CA)	P	Y							

2. Orin Allen (CE)	A	-							
3. Jackson Bowman (CA)	P	Y							
4. Cesar Cadabes (Membership)	E	-							
5. Ed Chitty (Membership)	A	-							
6. Elaine Flores (At-Large)	P	Y							
7. David Gonzalez (At-Large)	E	-							
8. Dean Goodwin (Council Co-Chair)/Thomas Knoble (Council Co-Chair)	P/P	Y							
9. Paul Harkin (At-Large)	P	Y							
10. Ken Pearce (At-Large)	P	Y							
11. Mike Shriver (Council Co-Chair)	P	Y							
12. Eric Sutter (CE)	A	-							
13. Laura Thomas (At-Large)	A	-							
14. Linda Walubengo (Council Co-Chair)	E	-							
	Ayes	7							
	Nayes	0							
	Abstentions								
	Total	7							