

HIV Community Planning Council  
**STEERING COMMITTEE**  
Thursday, November 19<sup>th</sup>, 2020  
Zoom Meeting  
3:00-4:30 pm

**Committee Members Present:** Chuck Adams, David Gonzalez (Co-Chair), Kevin Hutchcroft (Co-Chair), Thomas Knoble(Co-Chair), Irma Parada(Co-Chair), Ken Pearce

**Committee Members Absent:** Bill Blum [E], Ben Cabangun [A], Ed Chitty (Co-Chair) [A], Elaine Flores [E], Paul Harkin [A], Juba Kalamka [A], Mike Shriver [A], Charles Siron [A], Eric Sutter [A]

**Council Members Present:** None.

**Others Present:** None.

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

### ***Minutes***

#### **1. Introductions**

The meeting was called to order at 3:07 pm by CM Knoble. Everyone introduced themselves and quorum was not established.

#### **2. Review/Approve November 19<sup>th</sup> 2020 DRAFT Agenda – VOTE**

The November 19<sup>th</sup> 2020 DRAFT Agenda was reviewed but not approved by consensus.

#### **3. Review/Approve October 22<sup>nd</sup> 2020 DRAFT Minutes – VOTE**

The October 22<sup>nd</sup> 2020 DRAFT Minutes were reviewed but not approved by consensus.

#### **4. Announcements**

- CS Molnar – HCPC will be Monday November 30<sup>th</sup> 2020 at 4:00-6:00 pm.

#### **5. Public Comment**

- None.

#### **6. CHEP and HHS Update – VOTE**

- CM Hutchcroft reported on HHS, including:
  - The annual Ryan White Services Report (RSR) happened. It helps prepare staff to submit data to HRSA and the last day to submit is 01/27/21.
  - They've been working on Non-Competitive Continuation (NCC) grant funding for Ending the Epidemics (ETE). They think they may get an increase in funding but this is pending. Another RFP was posted yesterday for non-medical case management in a residential setting.
- CM Knoble reported on CHEP, including:
  - Health Symposium seminars are available online on YouTube.
  - RFPs went out for COVID related work. In the review process in regards to the funds and will notify winners and hopefully start negotiations in December.

#### **7. Committee and Work Group Reports – VOTE**

- Community Engagement Committee Update
  - Not represented in this meeting and did not meet in November.
- Council Affairs Committee Update
  - CM Adams – The committee reviewed and chose training topics for November full council meeting. The committee also went through the work plan for 2021 and decided they will not meet in December.
- Membership Committee Update
  - CM Knoble and CM Pearce – Michelle Spence resigned. The committee also discussed improving representation on the council. The committee won't meet in December.
- Work Groups Update (PLWH) – *did not meet*

## **8. Grantee Assessment – VOTE**

*The Committee will receive the results of the 2019-2020 Grantee Assessment.*

- The committee reviewed a summary of the Grantee Assessment and it will be uploaded to website on the 30<sup>th</sup>.
  - Assessment Overview
  - Councilmember Interview Results
  - Provider Survey Results
  - Assessment Results: DPH Strengths
  - Assessment Results: Areas of Improvement

## **9. 2021 Work Plan**

*The Committee will review the 2021 activities and presentation calendar developed by Council Affairs Committee.*

- The committee reviewed the work plan for 2021.

## **10. Meeting Evaluation**

*The Committee will review evaluation results for the October HCPC meeting.*

- Response/feedback for meeting evaluation participation is relatively low. CM Molnar volunteered to send the evaluations out twice.

## **11. Next Meeting Dates & Agenda Items**

*The date of the next Steering Committee meeting will be determined.*

- The next Steering Committee meeting is tentatively scheduled for January 21<sup>th</sup> 2021, via Zoom.

## **12. Adjournment**

- The meeting was adjourned at 3:51 pm by CM Knoble.

**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: November 19, 2020</b>	[roll]	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]
1. Chuck Adams (CA)	P								
2. Ben Cabangun (CE)	A								
3. Ed Chitty (Membership)	A								
4. Elaine Flores (Membership)	E								
5. David Gonzalez (At-Large)	P								
6. Kevin Hutchcroft(Council Co-Chair)/Thomas Knoble (Council Co-Chair)	P/P								
7. Paul Harkin (At-Large)	A								
8. Irma Parada (Council Co-Chair)	P								
9. Ken Pearce (At-Large)	P								
10. Mike Shriver (Council Co-Chair)	A								
11. Charles Siron (At-Large)	A								
12. Eric Sutter (CE)	A								
Juba Kalamka	A								
Bill Blum	E								
Ayes									
Nays									
Abstentions									
Total									