

HIV Community Planning Council

STEERING COMMITTEE

Thursday, March 18th, 2021

Zoom Meeting

3:00-4:30 pm

Committee Members Present: Chuck Adams (Co-Chair), David Gonzalez (Co-Chair), Thomas Knoble (Co-Chair), Derrick Mapp (Co-Chair), Irma Parada (Co-Chair), Ken Pearce (At-Large), Richard Sullivan (Co-Chair)

Committee Members Absent: Elaine Flores [A], Paul Harkin [E], Kevin Hutchcroft (Co-Chair) [A], Mike Shriver [E], Charles Siron [E]

Council Members Present: None.

Others Present: Craig Espree (AIDS Project East Bay (APEB)), Tara Roufi (JANSSEN), Marc Vincent

Support Staff Present: Valarie Etukudo, Mark Molnar

Minutes

1. Introductions

The meeting was called to order at 3:04 pm by CM Knoble. Everyone introduced themselves and quorum was established.

2. Review/Approve March 18th 2021 DRAFT Agenda – VOTE

The March 18th 2021 DRAFT Agenda was reviewed and approved by consensus.

3. Review/Approve February 18th 2021 DRAFT Minutes – VOTE

The February 18th 2021 DRAFT Agenda was reviewed and approved by consensus.

4. Announcements

- CS Molnar reminded the committee to fill out 700 forms.

5. Public Comment

- None.

6. CHEP Update – VOTE

- CM Knoble reported on CHEP:
 - CHEP will be involved in rolling out new COVID-19 plans.
 - CHEP will provide updates and information regarding STD, HCV, and HIV data relating to the pandemic.

7. Committee and Work Group Reports – VOTE

- Community Engagement Committee Update
 - CM Sullivan – The committee voted for on the Needs Assessment target which was, people with HIV experiencing issues with access to service, substance use, and mental health.

MOTION: To approve the Needs Assessment target.

MOTION PASSED: By consensus. See column (1) for breakdown.

- Council Affairs Committee Update
 - CM Adams – The committee received an ETE presentation from Ming Ming Kwan from SF Community Health and reviewed the 2021 work plan.
- Membership Committee Update
 - CM Flores was re-elected as a Co-Chair for the Membership committee.
 - CM Ito offered to connect with people in his network to work on outreach for youth recruitment.
 - There was some discussion about presentation and training topics.
 - Alexandria Andrews with the Office of AIDS stepped down from the council.
- Work Groups Update (PLWH)
 - CS Jordan reached out to people who may be interested in participating in this group.

8. ETE Presentation – Craig Espree

The Committee will review a presentation from the AIDS Project of the East Bay.

- Who is APEB
- Project Proposal
- Recruitment
- CAB Ambassador Demographics
- Timeline of 2020-2021
- Activities, Findings, Successes, Challenges
- Future Program Objectives

9. Meeting Evaluation

The committee will review the results of the evaluation survey for the February 2021 meeting.

- Food security, housing, drug adherence, aging, and COVID-19 transportation were mentioned as topics of interest council members would like to be covered in future council meetings or trainings. These will be brought back to Council Affairs and Membership.

10. Members of the Public & Council Members

Council staff will review guidelines & best practices for engaging with members of the public during meetings.

- It's important to remember that council members should not engage with public in a back and forth discussion because this can lead to a potential conflict of interest.

11. Full Council Agenda

The Committee will review the agenda for the March 22nd full council meeting.

- CM Molnar and the committee reviewed the full council meeting agenda.

12. 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 April 22nd 2021, via Zoom.

13. Adjournment

- The meeting was adjourned at 4:20 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)

Date: March 18, 2021	[roll]	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]
1. Chuck Adams (CA)	P	Y							
2. Cesar Cadabes (Membership)	E	-							
3. Elaine Flores (Membership)	P	Y							
4. David Gonzalez (CA) (At-Large)	P	Y							
5. Kevin Hutchcroft(Council Co-Chair)/Thomas Knoble (Council Co-Chair)	A/P	-/Y							
6. Paul Harkin (At-Large)	E	-							
7. Derrick Mapp (CE)	P	Y							
8. Irma Parada (Council Co-Chair)	P	Y							
9. Ken Pearce (At-Large)	P	Y							
10. Mike Shriver (Council Co-Chair)	E	-							
11. Charles Siron (At-Large)	E	-							
12. Richard Sullivan (CE)	P	Y							
Juba Kalamka	A	-							
Bill Blum	A	-							
Ayes		8							

Nayes									
Abstentions									
Total		8							