HIV Community Planning Council
STEERING COMMITTEE
Thursday, September 15th, 2022
Zoom
3:00-4:30 pm

Committee Members Present: Chuck Adams, David Gonzalez, Thomas Knoble, Paul Harkin, Irma Parada, Ken Pearce, Richard Sullivan
Committee Members Absent: Cesar Cadabes [E], Elaine Flores [E], Derrick Mapp [A]
Others Present: Bill Blum
Support Staff Present: Kira Perez, David Jordan

Minutes

1. **Introductions**
   The meeting was called to order at 3:08 pm by CM Gonzalez. Everyone introduced themselves and quorum was established.

2. **Review/Approve September 15th 2022 DRAFT Agenda – VOTE**
   The September 15th 2022 DRAFT Agenda was reviewed and approved by consensus.

3. **Review/Approve August 18th 2022 DRAFT Minutes – VOTE**
   The August 18th 2022 DRAFT Minutes were reviewed and approved by consensus.

4. **Announcements**
   - None.
5. **Public Comment**
   - None.
6. **CHEP and HHS Updates - VOTE**
   - CHEP Update – CM Knoble
     - CM Knoble is currently on leave.
   - HHS Update – CM Blum
     - They will have their normal update to report.
7. **Committee and Work Group Reports – VOTE**
   - Community Engagement Committee Update – CM Sullivan
     - The group voted on the funding scenarios. Stephen Spano reported on HCAP and focused on RCFCI's. There were some questions on Laguna Honda and the group discussed returning to in person. They decided to revisit this conversation in January and continuing to meet virtually through the end of the year.
   - Council Affairs Committee Update - CM Adams/ CM Pearce
     - The group discussed in person meetings and they decided to continue meeting virtually through the end of the year and revisit the conversation after the new year. They voted on funding scenarios.
   - Membership Committee Update – CS Jordan
     - There were no renewals or letters sent this month. The group interviewed a potential new member who was approved and moved forward for council approval. The group decided to

revisit the conversation for in person meetings in January and remain meeting virtually through the end of the year.
- Work Groups Update (PLWH) – CM Sullivan
  - ○ The PLWH group will meeting again in September.

8. **Funding Scenario – VOTE**
- CS Jordan reviewed the Service Categorization document and noted the changes from last year's document.
- CS Jordan then reviewed the funding scenarios for increased, flat, and decreased funding.

The funding scenarios for increased (*refer to column (1)*), flat (*refer to column 2*)), and decreased (*refer to column (3)*) funding were approved through consensus*.*

9. **Term Limits – VOTE**
- The group discussed term limits for their council members.
- CM Harkin agreed that this would have to be staggered and prioritizing certain folks for retention due to their knowledge/ work area.
  - ○ CS Jordan noted that it would be helpful for those who were to leave to find their replacement in order to avoid dwindling numbers.
- CM Knoble asked if they decide to put a term limit in place, would that start immediately?
  - ○ CS Jordan answered yes.
- CM Pearce added that he doesn't agree with having a different term limit between consumers and providers.
- CS Jordan explained that HRSA isn't interested in penalizing them for not getting this done right away, but they do eventually expect it to be done and to be within a reasonable time limit for terms.
- CM Sullivan noted how difficult it is to learn all the different acronyms even after all of this time as part of the council. There also isn't a lot of activity for new members, it's hard to get people to even want to be a part of the council.
- CM Pearce suggested adding clarification when people are terming off that they are welcomed to come to any of the meetings and honor them in a way for their long term service to the council.
- The group is moving forward with term limits. The questions are: when will they be starting term limits, if they are going to be staggered, what does that look like, and what does the term limit look like (at how many years) and how long that term off is, and whether it is across all categories?
  - ○ The group also decided to keep this conversation within the Steering Committee.
- CM Blum mentioned that they are meeting with the new officer monthly and will be asking for clarification regarding this topic.
- The group decided to pick this conversation up when they have more clarification.

10. **Returning to In-Person – VOTE**
- The group discussed whether to return to in-person meetings or remain meeting virtually.
- The group decided to remain meeting virtually through the end of the year and revisit this conversation in February 2023.

11. **Next Meeting Dates & Agenda Items**
The date of the next Steering Committee meeting is scheduled for Thursday, October 20th, 2022 via zoom.

12. **Adjournment**

- The meeting was adjourned by CM Gonzalez at 4:13 pm.

Steering Committee
HIV Community Planning Council
Roll Call: **P**=Present; **A**=Absent; **E**=Excused; **L**=Leave of Absence
Votes: Votes: **Y**=Yes; **N**=No; **B**=Abstain; **R**=Recused (deduct from quorum)

Date: **September 15, 2022**	[roll]	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]
1. Chuck Adams (CA)	P	Y	Y	Y					
2. Cesar Cadabes (Membership)	E	-	-	-					
3. Elaine Flores (Membership)	E	-	-	-					
4. David Gonzalez (CE) (At-Large)	P	Y	Y	Y					
5. Thomas Knoble (Council Co-Chair)	P	B	B	B					
6. Paul Harkin (At-Large)	P	Y	Y	Y					
7. Derrick Mapp (CE)	A	-	-	-					
8. Irma Parada (Council Co-Chair)	P	Y	Y	Y					
9. Ken Pearce (At-Large)	P	Y	Y	Y					
10. Richard Sullivan (CE)	P	Y	Y	Y					
11. Bill Blum	P	B	B	B					
████████████████████████									
Ayes		6	6	6					
Nayes									
Abstentions		2	2	2					
Total		8	8	8					