HIV Community Planning Council
STEERING COMMITTEE
Thursday, September 21st, 2023
Zoom
3:00-4:30 pm

Committee Members Present: Chuck Adams, Zachary Davenport, Thomas Knoble, Irma Parada, Richard Sullivan, Manuel Vasquez.
Committee Members Absent: Cesar Cadabes[A], Ed Chitty[E], Paul Harkin[A], Derrick Mapp[A].
Others Present: Bill Blum.
Support Staff Present: David Crown, Mark Molnar, Kira Perez.

Minutes

1. **Introductions**
    The meeting was called to order at 3:05 pm by CS Molnar. Everyone introduced themselves and quorum was established.

2. **Review/Approve September 21st, 2023, 2023 DRAFT Agenda – VOTE**
    The September 21st, 2023 DRAFT Agenda was reviewed and approved by consensus.

3. **Review/Approve August 17th 2023 DRAFT Minutes – VOTE**
    The August 17th 2023 DRAFT Minutes were reviewed and approved by consensus.

4. **Announcements**
    - None.

5. **Public Comment**
    - None.

6. **Committee and Work Group Reports – VOTE**
    - Community Engagement Committee Update
        - CM Sullivan updates the group that the monthly HCAP report from July and August was presented by Stephen Spano. Resource allocation was reviewed and voted on, and the 2022 option was chosen as the decreased funding scenario recommendation. Staff held a needs assessment in August with a support group from SFAF for PLWH: Latino/a/x.
    - Council Affairs Committee Update –
        - CM Vasquez updates the group of the Epidemiology Report that was reviewed by Sharon Pipkin. The resource allocation funding scenarios were voted on as recommendations.
    - Membership Committee Update –
        - CE Perez updates the group on recruitment strategies that were discussed that will be happening parallel with future needs assessments and COLA targets. The resource allocation funding scenarios were reviewed and voted on as recommendations.
    - Work Groups Update (PLWH) –
        - None.

7. **Resource Allocation – VOTE**
   - CS Molnar reviews the resource allocation motions for Increased Funding.

   CM Parada motions to recommend the increased funding scenario.
   Sullivan seconds the motion.
   Motion carries through a roll call vote, *refer to column 1.*

   - CS Molnar reviews the flat funding scenario.

   CM Vasquez motions to recommend the flat funding scenario.
   CM Adams seconds the motion.
   The motion carries through a roll call vote, *refer to column 2.*

   - CS Molnar reviews the decreased funding scenario.
   - CM Vasquez asks for clarification to the language in the decreased funding category.
   - CS Molnar explains the history of where the decreased funding language comes from.

   CM Sullivan motions to recommend the decreased funding scenario.
   CM Parada seconds the motion.
   Motions move through a roll call vote, *refer to column 3.*

8. **Eligibility Criteria and Severe Need, Special Populations Definitions – VOTE**
   - CS Molnar reviews the Eligibility Criteria and Severe Need, Special Populations Definitions.

   CM Adams motions to accept to update the definitions as listed.
   CM Parada seconds the motion.
   The motion moves through consensus, *refer to column 4*

9. **Co-Chair Job Description – VOTE**
   - CS Molnar explains the need for changing the Co-Chair job description and displays the current DPH Government Co-Chair Role, and the suggested updated DPH Government Co-Chair Role.
   - The suggested change is to remove the description around two government co-chairs holding one position on the council.
   - After a lengthy discussion it was decided that this agenda item can be removed.

10. **Meeting evaluation**
    - CS Perez reviews the surveys from the last Full Council meeting and the overall rating is a 9.7.

11. **Full Council Agenda – VOTE**
    - CS Molnar shares the Full Council Agenda for September 25th 2023.

12. **Next Meeting Dates & Agenda Items**
    The date of the next Steering Committee meeting is scheduled for Thursday October 19th, 2023 via zoom.

13. **Adjournment**

    - The meeting was adjourned by CS Molnar at 4:16 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 21, 2023	[roll]	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]
1. Chuck Adams (CA)	P	Y	Y	Y	Y				
2. Cesar Cadabes (Membership)	A	-	-	-	-				
3. Ed Chitty (Membership)	E	-	-	-	-				
4. Thomas Knoble (Council Co-Chair)	P	B	B	B	Y				
5. Paul Harkin (At-Large)	A	-	-	-	-				
6. Derrick Mapp (CE)	A	-	-	-	-				
7. Irma Parada (Council Co-Chair)	P	Y	Y	Y	Y				
8. Richard Sullivan (CE)	P	Y	Y	Y	Y				
9. Manuel Vasquez (CA)	P	B	Y	N	Y				
10. Zachary Davenport(Council Co-chair)	P	Y	Y	Y	Y				
Ayes		4	5	4	6				
Nayes				1					
Abstentions		2	1	1					
Total		6	6	6	6				