

# HIV Community Planning Council

## STEERING COMMITTEE

Thursday, May 15<sup>th</sup>, 2025

Zoom

3:00-4:30 pm

**Committee Members Present:** Chuck Adams, Zachary Davenport, Elaine Flores, Irma Parada

**Committee Members Absent:** Bill Blum [E], Franco Chevalier [A], Ron Hernandez [E], Thomas Knoble [A], Helen Lin [A], Richard Sullivan [E]

**Others Present:** None

**Support Staff Present:** Mark Molnar, Kira Perez, Kat Tajgeer

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### *Minutes*

#### 1. Introductions

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

#### 2. Review/Approve May 15<sup>th</sup>, 2025 DRAFT Agenda – VOTE

The May 15<sup>th</sup>, 2025 DRAFT Agenda was reviewed and approved by consensus.

#### 3. Review/Approve April 17<sup>th</sup>, 2025 DRAFT Minutes – VOTE

The April 17<sup>th</sup>, 2025 DRAFT Minutes were reviewed and approved by consensus.

#### 4. Announcements

- CS Molnar reminds folks that the Full Council meeting is a week early this month due to the Memorial Day holiday.
- CS Tajgeer reminds folks that June's Steering meeting has been moved to Wednesday, June 18<sup>th</sup> due to the Juneteenth holiday.

#### 5. Public Comment

- None.

#### 6. Committee and Work Group Reports – VOTE

- Community Engagement Committee Update –
  - CM Davenport provides the Community Engagement Committee update on CM Sullivan's behalf. They highlight the HCAP report provided by Stephan Spano, which talked about a client case regarding a substance use residential facility who needed to manage their own diet due to dietary restrictions and was unable to due to program building and entry policies. The client ended up graduating the program and moving on, but Spano wanted to highlight the incident this client experienced. They highlight another incident in which a client was attempting to access services at a behavioral health center and their ability to access services was negatively impacted by progress notes that a previous provider had written. Spano wanted to highlight that a provider's case notes can negatively impact a client when attempting to access services.
  - CM Davenport provides an update on the Needs Assessment, which is for those 65+ living with HIV, and council staff is beginning to hear back from outreach. There is no update on COLA at this point as there hasn't been a lot of luck with responses.
- Council Affairs Committee Update –

- CM Adams updates the group that CM Knoble was unable to attend the Council Affairs meeting, so the Health Access Points presentation will be debuted at the Full Council meeting. He notes that Stephen Spano attended and previewed the annual HCAP report.
  - Membership Committee Update –
    - CM Flores updates the group that the Committee interviewed a prospective applicant, Nikos, and they were very impressed. The Committee has voted to approve their application, and they will come before the Full Council for a vote.
- 7. Meeting Evaluation**
- CS Perez shares the results from the last Full Council meeting and the average rating was 9.3.
- 8. Full Council Agenda**
- CS Molnar shares and reviews the Full Council agenda for May 19<sup>th</sup>, 2025.
- 9. Next Meeting Dates & Agenda Items – VOTE**
- The date of the next Steering Committee meeting is scheduled for Wednesday, June 18<sup>th</sup>, 2025 via Zoom.*
- 10. Adjournment**
- The meeting was adjourned at 3:23pm pm by CM Davenport.

**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 15, 2025</b>	[roll]	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]
1. Chuck Adams (CA Co-Chair)	P	Y	Y						
2. Bill Blum	E								
3. Franco Chevalier (CE Co-Chair)	A	-	-						
4. Zachary Davenport (Council Co-Chair)	P	Y	Y						
5. Elaine Flores (Mem Co-Chair)	P	Y	Y						
6. Ron Hernandez (Mem Co-Chair)	E	-	-						
7. Thomas Knoble (Council Co-Chair)	A	-	-						
8. Helen Lin (CA Co-Chair)	A	-	-						
9. Irma Parada (Council Co-Chair)	P	Y	Y						
10. Richard Sullivan (CE Co-Chair)	E	-	-						

<b>Ayes</b>		4	4						
<b>Nayes</b>		0	0						
<b>Abstentions</b>		0	0						
<b>Recusals</b>		0	0						
<b>Total</b>	4	4	4						