

HIV Community Planning Council

STEERING COMMITTEE

Thursday, September 18th, 2025

Zoom

3:00-4:30 pm

Committee Members Present: Bill Blum, Zachary Davenport, Ron Hernandez, Thomas Knoble, T. J. Lee-Miyaki, Irma Parada

Committee Members Absent: Chuck Adams [E], Franco Chevalier [A], Elaine Flores [E], Helen Lin [A], Richard Sullivan [E]

Others Present: None

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

Minutes

1. Introductions

The meeting was called to order at 3:03 pm by CS Molnar. Everyone introduced themselves and quorum was not established.

2. Review/Approve September 22nd, 2025 DRAFT Agenda – VOTE

Due to lack of quorum, the September 22nd, 2025 DRAFT Agenda will be reviewed and approved at the next meeting.

3. Review/Approve August 21st, 2025 DRAFT Minutes – VOTE

Due to lack of quorum, the August 21st, 2025 DRAFT Minutes will be reviewed and approved at the next meeting.

4. Announcements

- None.

5. Public Comment

- None.

6. Committee and Work Group Reports – VOTE

- Community Engagement Committee Update –
 - CS Perez updated the group that the Committee reviewed the HCAP update from Stephen Spano. The Committee reviewed the resource allocation motions, went over Needs Assessment progress, and voted on a new COLA target.
- Council Affairs Committee Update –
 - CS Molnar updated the group that the Committee reviewed two presentations: the Needs Assessment presentation by council staff and the HIV Epidemiology report by Arpi Terzian. The Committee also reviewed the resource allocation.
- Membership Committee Update –
 - CM Hernandez updated the group that Committee reviewed the resource allocation. They also reviewed and approved a string of notices of attendance to be sent out, as well as one dismissal letter.

7. Resource Allocation – VOTE

- CS Molnar discusses the resource allocation process. He notes HHS would like the Committee to review the Minority AIDS Initiative (MAI) scenario. He notes the Committee can put this forth to

the Full Council as a recommendation but will not be able to make it a motion since the group did not achieve quorum. CS Molnar reviews the MAI recommendation:

- **Minority AIDS Initiative:** Funding for RWPA MAI will be allocated to the funding categories of mental health at 33% of the total award and medical case management at the remaining 67% of the award.

Recommendation: CM Hernandez recommends to approve the Minority AIDS Initiative resource allocation as written.

Second: CM Lee-Miyaki seconds this recommendation.

Recommendation passes through a roll call vote, refer to column (1).

- CM Ron Hernandez recommends, CM Lee-Miyaki seconds.

8. Meeting Evaluation

- CS Perez shares the results from the last Full Council meeting and the average rating was 9.6.

9. Full Council Agenda

- CS Molnar shares and reviews the Full Council agenda for September 22nd, 2025.

10. By-laws and P&P Review – VOTE

- CS Molnar resumes reviewing the HCPC By-laws and P&P, starting with “Work Groups.” CS Molnar provides background information on the various ad hoc work groups that have convened in the past.
 - CM Blum suggests for number three (3) to remove “taken” as it is not needed. He asks if ad hoc work groups can form motions, or do they make recommendations that are then taken back to their home committee?
 - ◆ CS Molnar suggests recommendations and explains reasoning.
 - CS Molnar shares “Committee Descriptions” and the group discusses any changes.
 - CS Molnar shares “Steering Committee” and the group discusses any changes.
 - CM Hernandez asks about the need for four (4) at-large members.
 - ◆ CM Blum suggests language of “up to 4” at-large members.
 - CM Blum asks if it would be helpful to add language around convening co-chairs, if it is not possible to get Steering together?
 - ◆ CS Molnar makes the requested edits.
 - CS Molnar shares “Rules of Respectful Engagement” and the group discusses any changes.

11. Next Meeting Dates & Agenda Items – VOTE

The date of the next Steering Committee meeting is scheduled for October 16th, 2025 via Zoom.

12. Adjournment

- The meeting was adjourned at 4:36pm pm by CS Molnar.

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: September 18, 2025	[roll]	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]
1. Chuck Adams (CA Co-Chair)	E	-							

2. Bill Blum	P								
3. Franco Chevalier (CE Co-Chair)	A	-							
4. Zachary Davenport (Council Co-Chair)	P	Y							
5. Elaine Flores (Mem Co-Chair)	E	-							
6. Ron Hernandez (Mem Co-Chair)	P	Y							
7. Thomas Knoble (Council Co-Chair)	P	Y							
8. Helen Lin (CA Co-Chair)	A	-							
9. Irma Parada (Council Co-Chair)	P	Y							
10. Richard Sullivan (CE Co-Chair)	E	-							
11. T. J. Lee-Miyaki	P	Y							
Ayes		5							
Nayes		0							
Abstentions		0							
Recusals		0							
Total	6	5							