HIV Community Planning Council  
NEEDS ASSESSMENT WORK GROUP  
Monday, May 8th 2017  
25 Van Ness, 5th Floor Conference Room  
11:00 am -12:30 pm  

Committee Members Present: Eric Brown (Catholic Charities), Enrique Guzman van Dyken (Dept. of Homelessness and Supportive Housing), Don Soto (Lutheran Social Services/ Co-Chair)  
Support Staff Present: Dave Jordan (Co-Chair), Liz Stumm  

Minutes  

1. Introductions  
The meeting was called to order at 11:17pm by CS Jordan. Everyone introduced themselves.  

2. Review/Approve May 8, 2017 DRAFT Agenda – VOTE  
The May 8th, 2017 DRAFT Agenda was reviewed and approved by consensus.  

3. Review/Approve April 27, 2017 DRAFT Minutes – VOTE  
The April 27th, 2017 DRAFT Minutes were reviewed and approved by consensus.  

4. Announcements  
   • None.  

5. Public Comment  
   • None.  

6. Survey Tool  
   • The work group continued to review the needs assessment’s base survey and tailored it to the target population.  
   • The group included skilled nursing/respite care to the “What best describes our living situation?”  
   • CS Jordan noted that he added the question “Have you ever exchanged sex for shelter?”  
   • The group chose to move the question “Are you currently homeless, lived in a shelter or in transitional housing?” to earlier in the survey.  
   • The group discussed adding a question that asks “Are you part of a program that helps you pay for your rent?” instead of a question about specific subsidies.  
   • The group discussed moving the question “How long have you been in this situation?” to go after “What best describes your living situation?”  
     o The group added 3 years as an answer option.  
   • The group included the question “If you did not check homeless in question 17, have you been homeless in the past?”  
   • The group removed the question about being diagnosed with a mental health condition and what type of mental health care you have received, as it was more pertinent to the mental health needs assessment.  
   • The group added the question “Are you currently or have you in the past experienced mental health challenges?”  

The group discussed leaving in the question about receiving culturally competent care.

7. Outreach and Collaboration
   - The work group discussed outreach strategies.
   - CS Jordan commented that he would like the members of the group to weigh in on who we can collaborate with:
     - Larkin/ACAC
     - Forensic Housing Project
     - Shanti
     - Mission Neighborhood- Shidai
     - Glide- Paul Harkin
     - SFAF- Jorge Zepeda
     - Black COE
     - HAPN/ALRP- Bill Hirsch
     - Positive Resource Center
     - Homeless Youth Alliance- David Gonzalez
     - Huckleberry Youth- Jack Bowman
     - AIDS Housing Alliance- Brian Basinger
     - AIDS Emergency Fund- Lee Harington
     - Baker Place
     - Native American Health Center
     - API Wellness
     - Health Right 360 – Denise Williams
     - Southeast- Gwen Smith
     - Brandy Moore House/Rafiki- Monique Lesar
     - Bayview Hunters Point Foundation

8. Adjournment
   - CS Jordan noted that the group does not have to meet until after the data is collected. The group will then look at a rough break down of data and a qualitative summary and develop recommendations.
   - The group decided to meet on August 15th at 11am.
   - The meeting was adjourned at 12:24 pm by Co-Chair Jordan.

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