

MEMBERSHIP COMMITTEE



Wednesday, January 8, 2025, 11:00 AM – 1:00 PM
Southeastern Live Well Center
5101 Market St, San Diego, CA 92114
(Tubman Chavez Room A)

A quorum for this meeting is three (3)

Committee Members: Felipe Garcia-Bigley (Chair) | Lori Jones | Rhea Van Brocklin | Michael Wimpie

Committee Members Absent: Benjamin Ignalino

ORDER OF BUSINESS

Agenda Item	Discussion/Action	Follow-Up
1. Call to order	Felipe Garcia-Bigley called the meeting to order at 11:00 AM and noted the presence of an in-person quorum. The committee chair shared the following:	
2. Public Comment on non-agenda items (for Members of the public)	None	
3. Sharing our concerns (for committee members)	None	
4. ACTION: Review and approve the January 8, 2025 meeting agenda	Motion: Approve the Membership agenda for January 8, 2025 Motion/Second/Count (M/S/C): Van Brocklin/Wimpie/2-0 Abstentions: Garcia-Bigley Motion carries	
5. ACTION: Review and approve the December 11, 2024, Membership minutes	Motion: Approve the Membership minutes for December 11, 2024 M/S/C: Wimpie/Van Brocklin/2-0 Abstentions: Garcia-Bigley Motion carries	
6. New Business		
a. ACTION: Approve Nicole Aguilar for seat 40. Recipient of other Federal HIV Programs- HOPWA / HUD	Motion: Approve Nicole Aguilar for seat 40. Recipient of other Federal HIV Programs- HOPWA / HUD M/S/C: Van Brocklin/Wimpie/2-0 Abstentions: Garcia-Bigley Motion carries	

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b. ACTION: Approve Ivy Rooney's Prevention Reappointment for seat 43 Prevention Intervention Representative	Motion: Approve Ivy Rooney's Prevention Reappointment for seat 43 Prevention Intervention Representative M/S/C: Wimpie/Van Brocklin/2-0 Abstentions: Garcia-Bigley Motion carries	
c. Discussion on 2025 Membership Committee Goals	<p>The following items were recommended:</p> <ul style="list-style-type: none"> Continue working on the mentorship program. Continue to refine and define the seat descriptions Focus on developing an outreach plan aligned with the Getting to Zero initiatives. Collaborate with community engagement for aligned goals. Elevate the barriers that the 33% rule has on the HIV Planning Groups to the federal government 	HPG Support Staff (HPG SS) will present the 2025 outreach plan incorporating the GTZ Integrated Plan at the CEG meeting.
7. Old Business		
a. ACTION: Discussion and approval on the HIV Planning Group Member Expectations	Motion: Approve HIV Planning Group Member Expectations M/S/C: Van Brocklin/Wimpie/3-0 Abstentions: Garcia-Bigley Motion carries	
b. Discussion: Continue the discussion on HIV Planning Group Legislative Specified Seat Member Representation	<ul style="list-style-type: none"> A committee member suggested creating a document that accurately reflects all our seats with the most up-to-date description confirmed by the project officer. 	
c. ACTION: Discussion and approval on the HPG Mentorship Process	Motion: Approve the HPG Mentorship Process M/S/C: Van Brocklin/Wimpie/3-0 Abstentions: Garcia-Bigley Motion carries Discussion: <p>The members discussed that the purpose of the Mentorship program should be to develop an informal yet structured mentorship process that effectively supports mentors and mentees.</p> <ul style="list-style-type: none"> A one-pager was created to consolidate everyone's ideas, aiming for a relaxed mentorship approach without mandatory requirements. 	

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	<ul style="list-style-type: none"> • Project Pearl was added as an alternative mentorship pathway. • mentorship should be ongoing and never end. <p>Recommendations included:</p> <ul style="list-style-type: none"> • Veteran members and support staff should be available 30 minutes before meetings to address questions and facilitate engagement. • The guidelines should note this availability as optional (in parentheses) to maintain informality. • The group agreed to implement these changes and encourage a culture of arriving early to meetings. • Remove #4 under key steps • Remove the word “expectations” under key steps #1 • Under functionality, add the following as the first bullet point: “Veteran members and support staff should arrive 30 minutes before meetings to answer questions and review documents. • Availability will be indicated during quorum check.” 	
d. HPG Member recruitment update	<p>As of January 8, 2025, we have 24 members. Approved Clerk of Board approval – January 7, 2025”</p> <ul style="list-style-type: none"> • Dr. Rosemary Garcia, 23- Public Health Officer • Juan Conant 25- Non-Elected Community Leader • Hector Garcia (HIV Testing Representative) • Juan Conant 42- HIV Testing Representative <p>Pending:</p> <ul style="list-style-type: none"> • Eva Matthew's pending meeting minutes approval for January 23, 2025 <p>Term Expired:</p> <ul style="list-style-type: none"> • Beth Davenport 35- Board of Supervisors Designee: District 3 on 2/9/25 • Ivy Rooney 43- Prevention Intervention Representative: Formerly: Risk Reduction Activities Representative on 1/26/25 	

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i. Vacant Seats	<p>As of January 8, 2025, there are 23 vacant seats</p> <ul style="list-style-type: none"> • 10 General seats • 17- Healthcare Provider, including Federally Qualified Health Center (FQHC) • 20- Mental Health Provider • 21- Substance Abuse Treatment Provider • 24- Hospital Planning Agency or Health Care Planning Agency • 27- Prevention Services Consumer • 28- State Government-State Medicaid • 24- Board of Supervisors Designee: District 2 • 40 - Recipient of other Federal HIV Programs- HOPWA / HUD 	
ii. New Committee Members	<p>New members have been appointed to various committees, each bringing unique perspectives and expertise. The Membership Committee reviews and approves committee assignments based on these valuable recommendations.</p> <ul style="list-style-type: none"> • Process Enhancements: • Ensured that the Membership Committee reviewed the chair's recommendations for balance and fairness. • Emphasized the importance of following the established process to avoid over-centralizing decision-making. • Shannon Paugh- Strategies and Standards • Juan Conant – Strategies and Standards • Hector Garcia – Community Engagement Group 	
e. HPG Membership Demographics	<ul style="list-style-type: none"> • Our mission is to support the goals of the Ryan White program, which is to empower individuals living with HIV to achieve self-sufficiency. We are dedicated to ensuring that all voices, including those of front-line staff, are heard and valued in the workplace. 	HPG SS will bring this discussion to the next steering meeting.
Routine Business		
a. HIV Planning Group Attendance	HPG Support Staff will send reminders to members who have missed three (3) consecutive or six (6) meetings within 12 months.	

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b. Committee Attendance	Reviewed	HPG SS to add to the steering agenda regarding the committee assignment process.
c. Getting to Zero (GTZ) Community Engagement Project i. Membership Committee Plan/Strategy for Recruitment	<p>Outreach Plan: This highlighted the need for a structured outreach plan that includes community events, sign-in sheets, and follow-up processes.</p> <p>Suggestions included:</p> <ul style="list-style-type: none"> • Attending community and university club meetings. • Partnering with providers conducting their outreach. • Implementing both physical and digital outreach strategies. <p>Committee discussed how the rules affect certain members receiving reimbursement.</p> <p>Issue: Restrictions preventing individuals who work for HIV organizations and are HIV-positive from participating.</p> <p>Discussion:</p> <ul style="list-style-type: none"> • Current rules disallow the participation of HIV-positive individuals who are employed by HIV organizations receiving Ryan White funding. • A member expressed strong opposition, highlighting that these rules hinder self-sufficiency and exclude valuable advocates from decision-making. • The group discussed the rigidity of federal guidelines and the need for advocacy to change these restrictions. Agreed to continue researching potential loopholes and to advocate for policy changes to include frontline staff and individuals with lived experience. 	.
8. Future agenda items for consideration	None	
9. Announcements	A 2025 Women's Conference will be held on March 15, 2025, at the Park and Market venue. The theme is "The Evolution of Women and HIV."	

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	Project PEARL will have its first cohort starting January 29 th . This cohort will be in English and Spanish before the following year. Please visit sdprojectpearl.com	
10. Next Meeting Date	Date: Wednesday, February 12, 2025 Time: 11:00 AM –1:00 PM Location: Southeastern Live Well Center, 5101 Market Street, San Diego, CA 92114 (Tubman Chavez Room A)	
12. Adjourn	The meeting adjourned at 12:32 pm.	