



# County of San Diego

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**HEALTH AND HUMAN SERVICES AGENCY**  
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**WILMA J. WOOTEN, M.D., M.P.H.**  
PUBLIC HEALTH OFFICER

## **SAN DIEGO HIV PLANNING GROUP (HPG) STEERING COMMITTEE**

**Tuesday, January 17, 2023 11:00 a.m.**  
**Meeting by WebEx**

***This meeting is audio and video recorded.***

**The Charge of the Steering Committee:** Establish the agenda for full meetings of the HIV Planning Group, address issues of HIV Planning Group governance. and administer the Assessment of the Administrative Mechanism.

**A quorum for this committee is 4**

**Committee Members:** Bob Lewis, Membership Committee / Dr. Delores Jacobs, Priority Setting and Resource Allocation Committee / Mikie Lochner, Chair / Allan Acevedo, Community Engagement Group / Shannon Ransom, Strategies & Standards Committee / Dr. Winston Tilghman, Medical Standards and Evaluations Committee/ Rhea Van Brocklin, Vice-Chair

**Participants Requesting Spanish Translation:** *(Must notify support staff 96 hours in advance). They will receive an email with the number to call in.*

### **DRAFT AGENDA**

1. Call to order
2. **Action:** Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e).
  - a. Find that the Committee has reconsidered the circumstances of the State of Emergency
  - b. Find that State and local officials continue to recommend measures to promote social distancing
3. Comments from the Chair and moment of silence
4. Public comment (for members of the public)
5. Sharing our concerns (for committee members)
6. Review/approve Steering Committee agenda for January 17, 2023
7. **Action:** Review/approve HPG meeting agenda for January 25, 2023 (included in the meeting packet)
8. Committee Reports and Recommendations:
  - a. Membership Committee:
    - i. Recommendation(s) for HPG membership
    - ii. Recommendation to remove an HPG member
  - b. Priority Setting and Resource Allocations Committee:
    - i. Recommendation(s) for reallocation of funds in FY 22 or FY 23 (the current fiscal year or next fiscal year, respectively)
  - c. Community Engagement (Consumer) Group:
  - d. Strategies and Standards Committee:
    - i. Recommendations for Psychosocial Service Directive
  - e. Medical Standards and Evaluation Committee:

- f. Steering Committee:
- 9. Process/governance issues:
  - a. Review: Public comments/HPG member comments/Suggestions to the Steering Committee from previous HPG meeting(s)
  - b. Update: Preparation for in-person meetings
  - c. Discussion: Implementation of AB 2449
  - d. **Action:** Approve proposed changes to HPG Bylaws and consider modification of quorum and forward to HPG
  - e. Review and approve 2023 HPG Work Plan
  - f. Review and approve 2023 HPG and committees meeting schedule
  - g. Discuss: Steering Retreat and HPG Retreat
  - h. Update: GTZ Community Engagement Project – 3-Year HPG Action Plan
    - i. Planning and cost of discrimination/anti-racism training/consultant
  - i. Discussion: HPG Vice-Chair election
  - j. Follow-up: Conflict of Interest Disclosure Form
  - k. **Action:** Approve public comment process based on that used by the County Board of Supervisors
  - l. Discussion: Delayed Expenditure reports
  - m. Update: Integrated Statewide Strategic Plan
  - n. Committee Operating Procedures
  - o. RWHAP Letter – Supporting People/Lived Experience
- 10. Update and budget review from the HIV, STD, and Hepatitis Branch (HSHB)
  - a. Program Updates (Maritza Herrera)
  - b. Service Utilization Summary Report – November and December 2022 (Maritza Herrera)
  - c. Monthly Goldenrods October, November, and December 2022 (Maritza Herrera)
  - d. CQM update –
  - e. Procurements (Lauren Brookshire)
  - f. FY 22 Expenditure/Budget review – October report for December meeting (Lauren Brookshires)
  - g. HRSA, CDC and CDPH policies and procedures updates (Lauren Brookshire)
  - h. Administrative Budget review – Rodney von Jaeger
- 11. **Action:** Approve committee meeting minutes from October 18, 2022.
- 12. Review follow-up items from the minutes
- 13. Review committee attendance
- 14. Future agenda items for consideration
- 15. Announcements
- 16. Confirm next meeting date: **February 14, 2023**, Location: **WebEx**
- 17. Adjournment