

Continuation of Remote Meetings for Brown Act Boards and Commissions

State law requires local agency legislative bodies (which includes the HPG) to comply with the state's open meeting law referred to as the Ralph M. Brown Act (also called the "Brown Act"). Since March 2020, most legislative bodies have been operating under Executive Orders which suspended certain Brown Act provisions on teleconferencing allowing members to participate remotely. That Executive Order ended on September 30, 2021.

As of October 1, 2021, AB 361 allows for a continuation of teleconference meetings in certain circumstances. Following is a summary of AB 361 and its impact on public meetings and the steps required to utilize the teleconferencing option offered in AB 361.

At the next meeting, the HPG or Committee will need to take the actions detailed below if the members desire to continue meeting remotely.

I. Ordinary Brown Act Rules for Teleconferencing ("General Teleconferencing Rule")

Under the ordinary operation of the Brown Act (Gov. Code §54953(b)) a legislative body may use teleconferencing under the following circumstances:

- a. Post agendas at all teleconference locations;
- b. All teleconferenced locations are listed in the notice and agenda of the meeting;
- c. At least a quorum of members are located within the jurisdiction of the legislative body; and
- d. Members of the public are allowed to speak at each teleconferenced location.

II. Governor's Executive Orders Authorized Simplified Teleconferencing Rules, But These Ended on Sept. 30, 2021.

The County and other legislative bodies throughout the state have been using a simplified teleconferencing method, authorized by the Governor's Executive Orders related to the COVID-19 pandemic. This allowed members of legislative bodies attend meetings remotely without following the General Teleconferencing Rule set forth above.

III. New Teleconferencing Method Available Effective October 1, 2021, and Actions HPG and Committees Can Take ("Special Teleconferencing Rule")

Effective October 1, 2021, AB 361 amends Government Code section 54953 to add subsection (e) which allows suspension of the General Teleconferencing Rule listed above if any of the following circumstances exist (underlining added):

- a. There is a proclaimed state of emergency and state or local officials have imposed or recommended measures to promote social distancing; or
- b. Legislative body, during a proclaimed state of emergency, holds a meeting for the purposes of determining by majority vote, that as a result of the emergency meeting in person would present imminent risks to the health or safety of attendees; or

- c. Legislative body, during a proclaimed state of emergency, has previously determined (by majority vote) that as a result of the emergency meeting in person would present imminent risks to the health or safety of attendees.

After the first meeting, to continue to suspend the General Teleconferencing Rule and use the Special Teleconferencing Rule, the legislative body must make findings, at least every 30 days after that first meeting. The specific findings required are: 1) that legislative body has reconsidered the circumstances of the state of emergency; and 2) i. the state of emergency continues to directly impact the ability of members to meet safely in person; or ii. state or local officials continue to impose or recommend measures to promote social distancing.

IV. Operation of the Special Teleconferencing Rule

If a Brown Act body suspends the General Teleconferencing Rule as allowed under subsection (e), then the legislative body must (underlining added):

- a. Notice the meeting as otherwise required by the Brown Act;
- b. Agenda must identify and include an opportunity for all persons to attend via a call-in option or an internet based service option;
- c. Allow members of the public to access meetings and an opportunity to address the legislative body directly as provided in the notice (call in or internet);
- d. Conduct teleconferenced meetings in a manner that protects the statutory and constitutional rights of the parties;
- e. In the event of a disruption that prevents broadcasting or call-in or internet based service; actions cannot be taken. Any action taken during a disruption may be challenged pursuant to 54960.1;
- f. If a legislative body provides a timed public comment period for each agenda item, it cannot close the public comment period for the agenda or the ability to register on that item until the timed public comment period has elapsed (not likely applicable);
- g. If a legislative body provides a general public comment period, public comment must remain open until public comment period closes; and
- h. If a legislative body provides public comment on each agenda item, it must allow a reasonable time to register and speak (so likely until the matter is voted on).

V. Dr. Wooten has Issued a Social Distancing Recommendation, So Findings Have Been Met In Order to Use the Special Teleconferencing Rule

As of October 1, 2021, the elements to meet under the Special Teleconferencing Rule have been met. There is currently a State of Emergency and Dr. Wooten, the County's Public Health Officer, released a health recommendation on September 23, 202, which stated that utilizing teleconferencing options for public meetings is an effective and recommended social distancing measure to facilitate participation in public affairs and encourage participants to protect themselves and others from the COVID-19 disease.

VI. Next Steps

Under AB 361, on or after October 1, 2021, the first meeting of a legislative body under AB 361 can occur under the Special Teleconferencing Rule without anything

in particular on the agenda. In this case, Staff should note to the board that it is meeting pursuant to the Special Teleconferencing Rule and staff will bring back any future findings the board may need to take to continue to operate under the Special Teleconferencing Rule (i.e. within 30 days).

Alternatively, if time allows and the Chair approves, when the HPG or Committee first meets, an item will be placed on the agenda to determine whether the board wants to utilize the Special Teleconference Rule and if so, to adopt the initial Resolution.



County of San Diego

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AGENCY DIRECTOR

HEALTH AND HUMAN SERVICES AGENCY
PUBLIC HEALTH SERVICES

WILMA J. WOOTEN, M.D.
PUBLIC HEALTH OFFICER


HEALTH OFFICER TELECONFERENCING RECOMMENDATION

COVID-19 disease prevention measures, endorsed by the Centers for Disease Control and Prevention, include vaccinations, facial coverings, increased indoor ventilation, handwashing, and physical distancing (particularly indoors).

Since March 2020, local legislative bodies—such as commissions, committees, boards, and councils—have successfully held public meetings with teleconferencing as authorized by Executive Orders issued by the Governor. Using technology to allow for virtual participation in public meetings is a social distancing measure that may help control transmission of the SARS-CoV-2 virus. Public meetings bring together many individuals (both vaccinated and potentially unvaccinated), from multiple households, in a single indoor space for an extended time. For those at increased risk for infection, or subject to an isolation or quarantine order, teleconferencing allows for full participation in public meetings, while protecting themselves and others from the COVID-19 virus.

Utilizing teleconferencing options for public meetings is an effective and recommended social distancing measure to facilitate participation in public affairs and encourage participants to protect themselves and others from the COVID-19 disease. This recommendation is further intended to satisfy the requirement of the Brown Act (specifically Gov't Code Section 54953(e)(1)(A)), which allows local legislative bodies in the County of San Diego to use certain available teleconferencing options set forth in the Brown Act.

September 23, 2021


Wilma J. Wooten, M.D., M.P.H.
Public Health Officer
County of San Diego



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SAN DIEGO HIV PLANNING GROUP (HPG)

Wednesday, February 22, 2023 - 3:00 PM

Meeting via WebEx

Join the meeting via phone: 1-470-238-5742 US Toll / 52-55-6722-5298 Mexico Toll

Participantes que solicitan traducción al español: (Deben notificar al personal de apoyo con 96 horas de anticipación). Recibirán un correo electrónico con el número para llamar.

This meeting is audio and video recorded.

A quorum for this meeting is 14

DRAFT AGENDA

ORDER OF BUSINESS

1. Call to Order/Establish Quorum; (2 min)
2. Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e). (4 min)
 - a) Find HPG 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. Chair Comments; Ground Rules & Abstentions (5 min)
4. Public Comment (See page 3 of agenda for rules; for members of the public) (5 min)
5. Sharing our concerns/Comments on Items not on the agenda (for HPG members) (5 min)
6. **ACTION:** Approval of HPG agenda for February 22, 2023 (5 min)
7. Old Business: None
8. New Business
 - a. **ACTION:** (Membership Committee): Review and approve recommendation(s) for HPG membership. (8 min)
 - b. **ACTION:** (Priority Setting Committee): Review and approve recommendations for reallocation of funds in FY 22 or FY 23 (the current fiscal year or next fiscal year, respectively) (0 min)
 - c. **ACTION** (Steering Committee): HPG to approve proposed changes to HPG Bylaws and modification of quorum (10 min)
 - d. **ACTION** (Steering Committee): Election of HPG Vice-Chairs. (4 min)
 - e. **ACTION** (Strategies and Standards Committee): Approve the recommendations for competency in service design and delivery (10 min)

You may also obtain more information on our web page: www.sdplanning.org

- f. Update: AB 2449 and return to in-person meetings (6 min)
- g. **ACTION:** Approval of HPG consent agenda for January 25, 2023, (4 min)
 which includes: Approval of HPG Minutes from October 26, 2022 and January 25, 2023; Acceptance of the following committee minutes:
 Steering Committee: June 14, 2022, July 19, 2022, September 20, 2022, October 18, 2022 and January 17, 2023; Strategies and Standards Committee: October 4, 2022, November 1, 2022, and December 6, 2022; Membership Committee: October 5, 2022, November 9, 2022, December 14, 2022 and January 11, 2023; Priority Setting and Resource Allocation Committee: October 13, 2022, December 8, 2022, and January 12, 2023; Community Engagement Group: November 9, 2022, December 7, 2022, and January 18, 2023
 Monkeypox Task Force: September 15, 2022; October 6, 2022; October 27, 2022; and November 10, 2022 (Included for your information, not for acceptance; CARE Partnership: October 17, 2022, December 12, 2022, and January 9, 2023; HIV Housing Committee: September 2022; Faith-Based Action Coalition: October 6, 2022 and November 3, 2022)
- h. Review follow-up items from meeting minutes (5 min)
- i. Presentation: Highlights of the National Harm Reduction Conference – Lori Jones (10 min)
- 9. HIV, STD, and Hepatitis Branch (HSHB) Reports – Patrick Loose (15 min)
 - a. Program Updates (Maritza Herrera)
 - b. Service Utilization Summary Report – January 2023 (Maritza Herrera)
 - c. Monthly Goldenrods – January 2023 (Maritza Herrera)
 - d. CQM update
 - e. Procurements (Patrick Loose)
 - f. FY 22 Expenditure/Budget review (Patrick Loose)
 - g. HRSA, CDC and CDPH policies and procedures updates (Patrick Loose)
- 10. Reports
 - a. Committee Reports Community Engagement, Membership, Strategies & Standards, PSRAC, Medical Standards) (12 min)
 - b. Planning Group Support Staff (PGSS) Report – Ken Riley
 - i. Administrative budget review (2 min)
 - ii. Update: HPG Member documents due March 1, 2023
 - c. Report from State Office of AIDS (OA) and AIDS Drug Assistance Program (ADAP) – (included in meeting packet) - Abigail West and Jesse Peck by teleconference, 1616 Capitol Ave, 6th Fl, Ste 616, Sacramento, CA 95814) (2 min)
 - d. GTZ Community Engagement Project Updates – Dr. Delores Jacobs (6 min)

- i. Communication Plan
- e. California HIV Planning Group (CHPG) – Mikie Lochner (2 min)
- f. Faith-Based Action Coalition – Kenyatta Parker (2 min)
- 11. Suggestions to Steering Committee for consideration of future items (2 min)
- 12. Announcements (2 min)
- 13. Next Meeting Date: **Wednesday, March 22, 2023** for the **HPG Annual Retreat** at the **Valencia Park/Malcom X Library 10:00 a.m. – 2:00 p.m.**
5148 Market St, San Diego, CA 92114 (Multi-purpose Room)
Note: The regular HPG meeting is cancelled.
- 14. Adjournment

Public comment rules:

- Will be heard in the following segments: 1) at the beginning of the meeting, for comments not relating to agenda items, and 2) at the start of each agenda item for comments relating to the item.
- If you would like to make a public comment/say something to the HIV Planning Group please click “raise your hand” in WebEx or Zoom, type something in the chat box, or unmute yourself and ask to be recognized by the Chair.
- Limit of ten minutes per segment and two minutes per speaker except under special circumstances based upon the expected number of speakers, the timeframe for decision-making, and whether additional public meetings have been held prior to the HIV Planning Group, at which extensive public and community comment was heard and included in reports or recommendations before the HIV Planning Group. Under any or all these circumstances, the Chair may modify the time limit for public comment. The time is allotted to provide comment only, not to ask questions or engage in a discussion with HIV Planning Group members. Public comment presented at IVI Planning Group meetings does not require response or discussion by the HIV Planning Group. All comments shall be made in a respectful manner (e.g., no profanity, yelling, bullying, or abusive language).



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SAN DIEGO HIV PLANNING GROUP MEMBERSHIP COMMITTEE ACTION ITEM INFORMATION SHEET

RECOMMENDATION FOR APPOINTMENT TO THE HIV PLANNING GROUP

DATE: February 22, 2023

ITEM: Consider and vote to recommend an appointment to the HIV Planning Group (HPG).

BACKGROUND: The Membership Committee interviewed Esteban Martin Duarte on February 8, 2023 and voted to recommend him for membership in the HPG.

Biographic information on candidate Esteban Martin Duarte is listed below:

RECOMMENDATIONS:

Action Item: (Membership Committee): Approve the recommendation to nominate Esteban Martin Duarte as Representative Prevention Services Consumer/Advocate (Seat #26)

This comes to the HIV Planning Group as a seconded motion and is open for discussion.

Biographical information:

Esteban Martin Duarte

Esteban Martin Duarte is applying for the Recipient Prevention Services Consumer/Advocate seat 26. Esteban began his career in HIV prevention as a community health outreach worker. Esteban M. Duarte was born and raised in San Diego, CA. He developed a passion for helping others, particularly those in the LGBTQ and Latinx communities in Southern California. Esteban is the founder of VIDA which provides LGBTQ Latinx youth with education, open dialogue, and strong role models in the fight against HIV. Esteban is also a grant writer currently working on a scholarship fund to support inclusive equality in the educational goals of young people. He believes building on the community means helping young people know they are not alone in continuing the tradition of working for change. Esteban has received recognition for his work including San Diego Pride Volunteer of the Year, AIDS Walk San Diego, and San Diego Magazine's Latino Impact Award.



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SAN DIEGO HIV PLANNING GROUP MEMBERSHIP COMMITTEE ACTION ITEM INFORMATION SHEET

RECOMMENDATION FOR REAPPOINTMENT TO THE HIV PLANNING GROUP

DATE: February 22, 2023

ITEM: Consider and vote to recommend reappointment to the HIV Planning Group (HPG).

BACKGROUND: The Membership Committee interviewed Abigail West on February 8, 2023 and voted to recommend her for membership in the HPG.

Biographic information on candidate Abigail West is listed below:

RECOMMENDATIONS:

Action Item: (Membership Committee): Approve the recommendation to reappoint Abigail West as Representative of State Government-CDPH Office of AIDS (OA) Part B (Seat #29)

This comes to the HIV Planning Group as a seconded motion and is open for discussion.

Biographical information:

Abigail West

Abigail West is reapplying for the State Government-CDPH Office of AIDS (OA) Part B seat 29. Abigail West works for the Office of AIDS at the California Department of Public Health (CDPH) as a Health program Specialist. In 2018 she was appointed to the State Government-CDPH Office of AIDS (OA) Part B seat. Abigail West has been the liaison between the State and the community. She has provided regular updates from the CDPH at HPG meeting and updates via the "OA Voice".



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HIV PLANNING GROUP ACTION ITEM INFORMATION SHEET

STEERING COMMITTEE APPROVE RECOMMENDED CHANGES TO THE HPG BYLAWS

February 22, 2023

ITEM: Approve proposed changes to HPG Bylaws and consider modification of quorum.

BACKGROUND:

At its June 23, 2021 meeting, the HPG approved the creation of an ad hoc committee to review and update the HPG Bylaws and affected policies and procedures. A request was also submitted to Health Resources and Services Administration (HRSA) for technical assistance on this issue.

Technical assistance with a HRSA contractor became available in January 2022 and the ad hoc Bylaws Committee met from January 19, 2022 to March 30, 2022. The changes were distributed to the Steering and HPG and additional changes were made by the Steering Committee in July 2022 in response to the HRSA site visit report.

Since the HPG Bylaws changes were drafted, the Consumer Group has officially changed its name to Community Engagement Group.

In addition, AB 2449 has established teleconferencing rules for boards and commission meetings that include changes to requirements for in-person quorum. With teleconferencing option, it may become difficult to assemble 50% of members in person.

RECOMMENDATION:

- 1. Action Item:** Consider approving proposed modifications of HPG Bylaws
- 2. Action Item:** Consider modifying the current draft HPG Bylaws to include the new name of Community Engagement Group (for the former Consumer Group) and add language to allow HPG to set quorum at no less than 33% of current members; with at least 50% of members participating in a meeting to take ACTION.

These come to the HPG as seconded motions, open for discussion.

HIV Planning Group Bylaws

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ARTICLE 1: PURPOSE AND AUTHORITY

Section A: Establishment. On December 15, 2015, the San Diego County Board of Supervisors established the County of San Diego HIV Planning Group (HPG).

Section B: Purposes. The HIV Planning Group is established in order to participate in the Federal Ryan White HIV/AIDS Treatment Extension Act of 2009, and any subsequent amendments. The HIV Planning Group is also established in accordance with guidance from the Centers for Disease Control and Prevention (CDC) for purposes of developing an engagement process to plan for services to prevent new HIV infections, identify, inform, link and retain people with HIV in care to achieve viral suppression.

Section C: Getting to Zero Initiative. Finally, the HIV Planning Group provides planning and coordination of the County of San Diego's Getting to Zero initiative. This initiative was adopted in recognition that, due to advances in HIV treatment as well as development of highly effective HIV prevention interventions, HIV has become a winnable battle. Getting to Zero focuses on:

1. Ensuring the wide availability of testing in community-based and health care settings;
2. Providing access to treatment and supportive services that promote retention in care for all persons living with HIV;
3. Preventing new infections through a combination of evidence-based interventions; and
4. Engaging communities in developing strategies to improve health outcomes related to HIV.

Section D: Type of Organization. The HIV Planning Group is a non-partisan, non-sectarian, non-profit making organization. It does not take part officially in, nor does it lend its influence to any political issues.

ARTICLE 2: MEMBERSHIP AND TERM OF OFFICE

Section A: Open Nomination Process

4. Nomination of New Members

- a. The HIV Planning Group shall solicit nominations for consideration for appointment to the HIV Planning Group through an open nominations process, and as required by the Ryan White legislation.
- b. Nominees shall be recommended for membership based on legislative requirements and criteria publicized by the HIV Planning Group. The criteria shall include representation, reflectiveness and Conflict of Interest standards.
- c. Each county supervisor selects an individual to represent that district. The HPG assists with identification of such individuals as appropriate. If no representative is named, the Membership Committee shall recruit and nominate an individual from that district using the open nominations process.

5. Renominations

- a. HIV Planning Group members who have served only one term and are in good standing are eligible for renomination by the HPG for a second 4-year term. These members may express interest in renomination and will be considered for reappointment in accordance with HPG-established standards, policies, and procedures. Renomination is not automatic.
- b. After completion of two consecutive terms, an individual must be off the HPG for at least one year before they may be renominated.
- c. Supervisors will be informed when the term of their representative is nearing an end, and asked whether they are renaming an eligible representative for a second term or naming a new representative.
- d. If the supervisor does not respond, or indicates that the current representative will not be renamed but does not name a successor, after several contacts and offers of assistance from the HPG, the HPG will identify an individual from that supervisorial district to nominate to the Board of Supervisors using the open nominations process.
- e. In such a situation, the member will be considered a representative of the district, but not a representative of the supervisor.
- f. A performance assessment will be conducted with all HPG members at the end of their first term, regardless of how they are nominated.

6. Authority of Board of Supervisors

- a. Requirements for open nomination process do not eliminate or change the authority of the County Board of Supervisors to appoint members of the HIV Planning Group.
- b. The County Board of Supervisors will approve and/or appoint as HIV Planning Group members only individuals who have gone through the open nomination process.

Section B **Membership Composition.** The membership of the HIV Planning Group consists of up to forty-four (44) members. The HIV Planning Group will limit the number of individuals from HIV, STD and Hepatitis Branch of Public Health Services (HSHB) or a single agency/entity to two (2); however, the Membership Committee will ~~take into account~~ consider the needs of the HIV Planning Group, including subject matter expertise, and recommend a waiver to consider more than two (2) individuals from HSHB or a single agency/entity. The waiver must provide justification for why having an additional member from HSHB or single agency/entity outweighs the membership requirement. The waiver will be reviewed and voted on by the HIV Planning Group.

Members who presently are on the HIV Planning Group in which there are more than two (2) members from HSHB or a single agency may fulfill their current term. The Membership Committee will consider appointments when seats are being renewed and/or filled.

HIV Planning Group members shall be appointed by the Board of Supervisors, as follows:

1. ~~Unaffiliated consumer~~ General Member (#1)*
2. ~~Unaffiliated consumer~~ General Member (#2)*
3. ~~Unaffiliated consumer~~ General Member (#3)*
4. ~~Unaffiliated consumer~~ General Member (#4)*
5. ~~Unaffiliated consumer~~ General Member (#5)*
6. ~~Unaffiliated consumer~~ General Member (#6)*
7. ~~Unaffiliated consumer~~ General Member (#7)*
8. ~~Unaffiliated consumer~~ General Member (#8)*
9. ~~Unaffiliated consumer~~ General Member (#9)*
10. ~~Unaffiliated consumer~~ General Member (#10)*
11. ~~Unaffiliated consumer~~ General Member (#11)*

12. ~~Unaffiliated consumer~~ General Member (#12)*
13. ~~Unaffiliated consumer~~ General Member (#13)*
14. ~~Unaffiliated consumer~~ General Member (#14)*
15. ~~Unaffiliated consumer~~ General Member (#15)*
16. Chairperson
17. Health care provider, including Federally Qualified Health Center (FQHC)
18. Community-based organizations serving affected populations and/or AIDS service organizations (one seat)
19. Social service provider, including providers of housing and homeless services
20. Mental health provider
21. Substance abuse treatment provider
22. Local public health agency – Health and Human Services Director or designee
23. Local public health agency – Public Health Officer or designee
24. Hospital planning agency or health care planning agency
25. Non-elected community leader
26. Prevention services consumer/advocate
27. Prevention services consumer
28. State government—State Medicaid
29. State government— California Department of Public Health (CDPH) Office of AIDS (OA) Part B
30. Recipient of Ryan White Part C
31. Recipient of Ryan White Part D
32. Representative of individuals who formerly were federal, state or local prisoners, were released from custody of the penal system during the preceding 3 years, and had HIV/AIDS as of the date of release
33. Board of Supervisors – District 1 representative
34. Board of Supervisors – District 2 representative
35. Board of Supervisors – District 3 representative
36. Board of Supervisors – District 4 representative
37. Board of Supervisors – District 5 representative
38. Recipient of other federal HIV programs – prevention provider
39. Recipient of other federal HIV programs – Part F, AIDS Education and Training Center and/or Ryan White dental provider
40. Recipient of other federal HIV programs – Housing Opportunities for Persons with AIDS (HOPWA)/Housing and Urban Development (HUD)

41. Recipient of other federal HIV programs – Veterans Administration
42. HIV testing representative
43. Prevention intervention representative
44. ~~Affected community, including people with HIV/AIDS, member of a federally recognized Indian tribe as represented in the population, individual co-infected with hepatitis B or C, and historically underserved group and/or subpopulation.~~ General Member (#16)

Up to 16 “General Member” seats are available for individuals who provide needed expertise and representation to the HPG and ensure that all federal requirements are met.

At least thirty-three percent (33%) of HPG members must be unaligned consumers of Ryan White Part A services.*

At least two of these unaligned consumers must publicly disclose their status.

The membership shall include the following: member of a federally recognized Indian tribe as represented in the population, individual co-infected with hepatitis B or C, and representatives of historically underserved groups and/or subpopulations.

As required by the legislation, the HIV Planning Group shall reflect in its composition the demographics of the population of individuals with HIV in San Diego County, with particular consideration given to disproportionately affected and historically underserved groups and subpopulations.

* Section 2602 (b)(5)(C) of the Public Health Services Act defines unaffiliated consumers as consumers who:

- “are receiving HIV-related services” from Ryan White Part A-funded providers;
- “are not officers, employees, or consultants” to any providers receiving Ryan White Part A funds, and “do not represent any such entity;” and
- “reflect the demographics of the population of individuals with HIV/AIDS” in the eligible metropolitan area.

Section C: Term of Office

1. Members shall serve a term of four years.

2. A member shall be appointed to no more than two consecutive four-year terms. The terms shall begin on the day of appointment by the Board of Supervisors and end in four years. For the purpose of this term limitation, a term shall include any appointment for one-half or more of a four-year term.
- ~~2. In the event that a member with a four-year term completes eight years of service, that member may serve on the HIV Planning Group without voting rights until a successor has been appointed.~~
- ~~3. After the completion of two consecutive four-year terms, an individual may reapply after one year.~~
3. Members whose terms have expired and who have not been reappointed are no longer on the HPG and may not vote.

Section D: ~~Consumer~~ General Members-Elect. The Board of Supervisors may appoint three ~~consumer~~ General m Members-elect, recommended by the HIV Planning Group. ~~Steering Committee, who shall substitute, with voting authority, for any consumer member appointed under Article 2, Section A, seats 1-14.~~ Each ~~consumer~~ General m Member-elect shall be able to participate in the HIV Planning Group discussions, ~~and may substitute, with voting authority, in the absence of one of the designated consumer members.~~ Term limit shall be four-years from the date of appointment. Persons appointed under this subsection shall not be officers, employees, or consultants to, and may not represent, any entity that receives Ryan White Part A funding.

Section E: Requirements

1. Each newly appointed member shall file a Statement of Economic Interest (Form 700). Annual Statements of Economic Interest shall be filed within 30 days of appointment and no later than March 31 of each year.
2. Each member shall also complete an annual HIV Planning Group Disclosure Form the following forms no later than March 31 of each year: an annual HIV Planning Group Disclosure Form, a Statement of Confidentiality, a form confirming their continued eligibility for the membership seat they currently occupy, and other required documents included in the Membership Policies and Procedures.
3. Members are required to complete periodic Ethics Training as required by the Fair Political Practices Commission and California Law AB 1234.

4. New members are required to attend an orientation session at the beginning of their appointment- and to participate in annual mandatory training.
5. Voting members are expected to meet HPG attendance requirements and to serve actively on a standing committee. Exceptions to the requirement for committee membership can be made by the Steering Committee in unusual circumstances, primarily for members who live and work outside San Diego County and for the public health officer's representative.
6. HPG members are expected to meet stated attendance requirements for HPG meetings and for committee meetings for all committees of which they are members.
7. HPG members are expected to follow the Code of Conduct at all times.
8. Members who meet these requirements are considered to be in good standing.
9. Members who have not met requirements 1 -3 within 30 days of appointment or by March 31 of each year shall not be considered in good standing. Member who are out of compliance with requirements 4 - 6 for more than 90 days shall likewise not be considered in good standing.
10. Members who are not in good standing shall not be permitted to vote on matters before the HIV Planning. Membership Committee shall review all members who are not in good standing and develop a plan to assist the member in meeting the requirements and/or consider referring the member to the HPG for a vote to recommend termination from the HIV Planning Group to the Board of Supervisors.

~~Section F: HIV Planning Group Attendance~~

- ~~1. To remain in good standing, a member must have not more than three HIV Planning Group absences in a row or six absences in a 12 month period.~~
- ~~2. To remain in good standing with the right to vote at committees, members must meet committee attendance requirements, outlined in the committee operational guidelines. Attendance is tracked by support staff and reviewed at subcommittee meetings. Members not able to participate in the required number of committee meetings may participate as non-voting committee members.~~
- ~~3. For HPG members who do not meet the HIV Planning Group~~

attendance requirements, a recommendation will be forwarded to the Board of Supervisors for termination from the HPG.

~~Section G: Vacancies~~

- ~~1. A vacancy shall occur as a result of any one of the following events before expiration of a term:
 - ~~a. The death of the incumbent.~~
 - ~~b. The resignation of the incumbent.~~
 - ~~c. Termination of membership.~~
 - ~~d. Members who have not filed a Statement of Economic Interest within 30 days of appointment or by March 31 of each year shall be recorded in meeting minutes as absent, and shall not be permitted to vote on matters before the HIV Planning Group starting April 1. For members who are more than 90 days delinquent in filing a statement of economic interest, a recommendation will be forwarded to the Board of Supervisors for termination from the HIV Planning Group.~~
 - ~~e. Members who do not complete periodic ethics training as required by the Fair Political Practices Commission and California Law AB 1234 by the due date shall not be permitted to vote on matters before the HIV Planning Group. For members who are more than 90 days delinquent in completing the ethics training, or for any reasons specified in Government Code Section 1770, a recommendation will be forwarded to the Board of Supervisors for termination from the HPG.~~~~
- ~~2. When a vacancy occurs, both the member and the Clerk of the Board of Supervisors shall be notified by the HIV Planning Group Chair or designee. In the event of a vacancy of a consumer, a member-elect shall become a full voting member of the HIV Planning Group.~~

~~Section H: Standard of Conduct:~~

- ~~1. HIV Planning Group members shall conduct themselves in a professional and courteous manner at all times during an HIV Planning Group or committee meeting. Repeated failure to follow this standard of conduct adopted by the HPG may result in a two-thirds majority (not counting the vote of the affected member) of the HIV Planning Group voting to recommend to the Board of Supervisors for termination from the HPG. Any recommendation to terminate an HIV Planning Group member shall be placed on the HIV Planning Group's agenda and the member being recommended for termination shall be permitted to address the termination recommendation.~~

ARTICLE 3: CONFLICT OF INTEREST

Section A: ~~Members may be appointed to the HIV Planning Group who will, from time to time, have conflicts of interest in matters before the HIV Planning Group. Conflicts of interest shall be managed as follows:~~

- ~~1. Per Article 2, Section G (1), each newly appointed member of the HIV Planning Group shall file a statement of economic interest, pursuant to the Conflict of Interest Code adopted by the HIV Planning Group. Failure to file a statement of economic interest in the specific time period is subject to vacancy provisions in Article 2, Section G.~~

Conflict of Interest Definition and Scope

- ~~21.~~ As defined in the Ryan White Part A Manual, Conflict of Interest (COI) is “an actual or perceived interest in an action that will result or has the appearance of resulting in a personal, organizational, or professional gain” for the HPG member or their immediate family members. Conflict of Interest does not refer to persons living with HIV disease whose sole relationship to a Part A funding provider is as a client receiving services or an uncompensated volunteer.
- ~~32.~~ Ryan White legislation does not permit the HPG to “be directly involved in the administration of a grant,” or to “designate (or otherwise be involved in the selection of) particular entities as recipients of any of the amounts provided in the grant.” In addition, the legislation states that: “A Planning Body member who has a financial interest in an entity, is an employee of or consultant to a public or private entity, or is a Board member of a public or private organization that receives or is seeking funding from Ryan White [Part A] grant funds, will not participate, directly or in an advisory capacity, in the process of selecting entities to receive such funding for such purposes.” [Ryan White HIV/AIDS Treatment Extension Act, Section 2602(b)(5)(A) and (B)]

Section B: **Management of Conflict of Interest.** ~~Members may be appointed to the HIV Planning Group who will, from time to time, have conflicts of interest in matters before the HIV Planning Group. Conflicts of interest shall be managed as follows:~~

- ~~1. Per Article 2, Section G (1), each newly appointed member of the HIV Planning Group shall file a statement of economic interest, pursuant to the Conflict of Interest Code adopted by the HIV Planning Group. Failure to file a statement of economic interest in the specific time period is subject to vacancy provisions in Article 2, Section G.~~

2. Member responsibility during meetings: HPG members are expected to follow applicable local, state and federal rules governing COI. It is the responsibility of each HPG member to disclose all conflicts of interest.
3. Members shall refrain at all times from referring to specific agencies that are funded or seeking funds.
4. The HIV Planning Group is prohibited from participating in the making of contracts.
5. Members who have a conflict of interest, or who appear to have a conflict of interest shall abstain from all voting on the action item. HPG who have a COI may speak to points of information to provide subject matter expertise in response to a question and as requested from the Chair. A subject matter expert may ask permission to speak on a subject for which he/she has expertise. The member must raise their hand for discussion, and once called upon by the Chair, shall state their conflict prior to speaking on the matter.
6. If the HIV Planning Group discovers a member was in conflict subsequent to the vote, the vote is invalid and shall be retaken

ARTICLE 4: DUTIES

Section A: Determination of Duties. Duties and responsibilities of the HIV Planning Group shall be as set forth in the Ryan White HIV/AIDS Treatment Extension Act legislation and the Centers for Disease Control and Prevention planning guidance as listed below:

Section B: Needs Assessment. Assess needs, with particular attention to:

1. Individuals who are at high-risk for acquiring HIV
2. Individuals who are unaware of their HIV status
3. Individuals living with HIV disease who know their HIV status and are not receiving HIV-related services
4. Individuals at risk of falling out of care
5. Communities that experience disparities in access and services.
6. Establishing methods for obtaining input on community needs and priorities, which may include surveys, public meetings, focus groups, and ad hoc panels

Section C: Priority Setting and Resource Allocation. Establish priorities for the allocation of Ryan White HIV/AIDS Treatment Extension Act funds. The HIV Planning Group should consider the following:

1. Size and demographics of the population of individuals with HIV disease and needs of such population;
2. Demonstrated (or probable) cost effectiveness and outcome effectiveness of proposed strategies and interventions, to the extent that data are reasonably available;
3. Priorities of the communities with HIV disease for whom the services are intended;
4. Coordination of services with HIV prevention and substance abuse treatment, mental health services and housing;
5. Availability of other governmental and non-governmental resources to cover health care costs; and
6. Capacity development needs resulting from disparities in the availability of HIV-related services in historically underserved communities.

Section D: Comprehensive/Integrated Planning. Develop a comprehensive plan for individuals living with or at risk of acquiring HIV for the delivery of health services in accordance with applicable Health Resources and Services

Administration (HRSA)/HIV/AIDS Bureau (HAB) Ryan White HIV/AIDS Program legislation and guidance, Centers for Disease Control and Prevention requirements and compatible with the Statewide Coordinated Statement of Need.

- Section E:** **Assessment of the Administrative Mechanism.** Assess the efficiency of the administrative mechanism in rapid allocation of Ryan White HIV/AIDS Treatment Extension Act funds to the areas of greatest need within San Diego County and assess the effectiveness of the services offered in meeting the identified needs.
- Section F:** **Statewide Coordinated Statement of Need.** Participate in the development of the Statewide Coordinated Statement of Need initiated by the California Department of Public Health, Office of AIDS.
- Section G:** **Coordination of Services.** Coordinate with other federally funded programs that provide HIV-related services in San Diego County.
- Section H:** **Compliance with Legislation.** Assist the Board of Supervisors in ensuring San Diego County's full and complete compliance with the Ryan White HIV/AIDS Treatment Extension Act and its subsequent amendments.
- Section I:** **System of Care.** Advise and make recommendations to the San Diego County Board of Supervisors pertaining to the HIV continuum of care.
- Section J:** **HIV Prevention.** Gather information to support/inform health department decisions regarding HIV prevention priorities and interventions.

ARTICLE 5: OFFICERS

Section A: Chairperson. The chairperson of the HIV Planning Group shall be appointed by the chairperson of the Board of Supervisors, and cannot be an employee of HSHB or the County of San Diego, for a length of term decided upon by the Board of Supervisors. The chairperson acts as the sole spokesperson for the HIV Planning Group.

Section B: Vice-Chairpersons. HIV Planning Group members will elect two vice-chairpersons, one of whom shall be a Ryan White consumer member. An employee of HSHB cannot be a vice-chair. The vice-chairpersons shall serve a term of two years.

Section C: Duties of the Chairperson:

1. Presides over the HIV Planning Group and Steering Committee
2. Recommends subcommittees, ad hoc committees and task force meetings
3. Appoints the chair and members to the subcommittees
4. Directs Planning Group Support Staff

Section D: Duties of the Vice-Chairperson(s):

1. If the chair is unable to perform the duties of the position for sixty days or more, the chair and/or Steering Committee shall provide a letter of designation to delegate the duties to the vice-chairperson(s).
2. The vice-chairperson(s) can assume responsibility for all meetings in the absence of the chair including conducting and convening meetings.

ARTICLE 6: ORGANIZATION PROCEDURES

- Section A:** **Robert's Rules of Order.** Robert's Rules of Order shall govern the operation of the HIV Planning Group in all cases not covered by the Ralph M. Brown Act, or these bylaws. The HIV Planning Group may formulate specific procedural rules of order to govern the conduct of its meetings.
- Section B:** **Voting.** Any group voting is on the basis of one vote per person and no proxy, telephone or absentee voting is permitted.
- Section C:** **Open Meetings.** All meetings of the HIV Planning Group and its subcommittees are open to the public to the extent required by the Ralph M. Brown Act and the Ryan White HIV/AIDS Treatment Extension Act. Meetings are held in accessible, public places. Notice of all meetings shall be posted in a publicly accessible place for a period of 72 hours prior to the meeting. Special meetings require 24 hour notice. In addition, such notice will be emailed and posted on www.sdplanning.org. Notices will be mailed upon request.
- Section D:** **Regular Meetings.** The HIV Planning Group shall establish a regular meeting schedule, shall meet a minimum of six (6) times each year, and shall give public notice of the time and place of meetings in compliance with the requirements of the Ralph M. Brown Act and the Ryan White HIV/AIDS Treatment Extension Act.
- Section E:** **Quorum.** A simple majority of members currently appointed shall constitute a quorum. Unless otherwise indicated in the bylaws, an action by HIV Planning Group is considered to be consensus or majority vote of a quorum of voting members in a publicly noticed HIV Planning Group meeting. If a quorum cannot be established for the HPG or a committee, or no consumers are present at the meeting, the meeting shall not proceed no official business can be conducted. However, presentations may be made and public comments received.
- Section F:** **Minutes.** The HIV Planning Group shall keep detailed minutes of its meetings, electronic or hard copies of which shall be available for inspection and copying at the HIV, STD and Hepatitis Branch of Public Health Services. The minutes are also posted on the HIV Planning Group website, www.sdplanning.org. The accuracy of all minutes shall be certified by the chairperson of the HIV Planning Group, following approval of the meeting minutes by action of the HIV Planning Group.

ARTICLE 7: SUBCOMMITTEES

- Section A: Use of Subcommittees.** The HIV Planning Group has the authority to establish and to disband, as appropriate, standing and ad hoc subcommittees/task forces as necessary to conduct its business. The actions and recommendations of committees shall not be deemed the action of the HIV Planning Group or its members. A Standing and ad hoc committees may bring an action item to the HIV Planning Group for approval.
- Section B: Composition and Chairs.** All standing and ad hoc subcommittee meetings shall be chaired by a member of the HIV Planning Group, shall consist of no fewer than three HIV Planning Group members, ~~at least one of whom must be a consumer.~~ Where possible, at least one member will be a publicly disclosed unaligned consumer or another person with HIV. Standing subcommittees and ad hoc committees may elect to establish a co-chair who does not have to be a member of the HIV Planning Group. The committee co-chairperson shall assume the role of the committee chairperson should the chairperson become unable to fulfill the role of committee chairperson for three (3) consecutive meetings. If the co-chairperson is not a member of the HIV Planning Group the co-chairperson may assume the role of committee chairperson and may attend the Steering Committee, but may not vote. If the committee chairperson is unable to attend three (3) consecutive meetings, a new committee chairperson ~~will~~ may be appointed per Article 5, Section C of these bylaws.
- Section C: Appointments.** Members of the HIV Planning Group are appointed to a subcommittee by the HIV Planning Group chairperson, after review and recommendation from the Membership Committee, which will include a discussion of member's preference, availability, and needs of the HIV Planning Group.
- Section D: Operations.** All subcommittees shall operate under the bylaws of the HIV Planning Group. Each subcommittee may adopt/establish ground rules and operating procedures, subject to review and approval by the Steering Committee.
- Section E: Steering Committee.** The HIV Planning Group shall establish a Steering Committee, led by the chairperson, to set the agenda for HIV Planning Group meetings and to address issues of HIV Planning Group governance. The Steering Committee shall be comprised of the HIV Planning Group chairperson, elected vice chairperson(s) and chairs of all standing committees. In the absence of a subcommittee chairperson, a committee co-chairperson can attend to establish quorum. When the co-

chairperson is not a member of the HIV Planning Group, they must abstain from voting. A quorum will be a simple majority of the number of current members of the Steering Committee. Non-HIV Planning Group member committee co-chairpersons who attend the Steering Committee in place of the committee chairperson count towards establishing a quorum, but do not vote at the Steering Committee.

Section F: Membership Committee. The HIV Planning Group shall establish a Membership Committee to monitor membership, composition and attendance, recruit candidates for existing and anticipated vacancies, and recommend applicants for appointment through an open nominations process, which includes recruiting widely, clarifying the membership criteria, publicizing the membership criteria, addressing conflict of interest requirements, using an application form, maintaining an active Membership Committee and providing nominees to the Board of Supervisors as appropriate. All members of the Membership Committee shall be members of the HIV Planning Group. The Membership Committee shall forward recommendations to the HIV Planning Group for approval.

ARTICLE 8: GRIEVANCE PROCEDURES

Section A: **Grievances Related to Services.** HIV Planning Group Grievance Procedures as it relates to Ryan White services can be found in Attachment 1.

Section B: **Other Types of Grievances.** Other grievances based on outlined process for making decisions shall be addressed by the Steering Committee.

1. Members have the right to grieve any decision made by the HIV Planning Group they feel did not follow established process.
2. To file a grievance, member will contact HIV Planning Group Chairperson and HIV Planning Group support staff, who will forward to the Steering Committee.
3. Member will be invited to the Steering Committee to present grievance.
4. Steering Committee will decide on grievance or ask for more information.
5. Steering Committee will resolve grievance within two regularly scheduled meetings.

ARTICLE 9: STAFF ASSISTANCE

Section A: **Staff Assistance to the HIV Planning Group.** The HIV, STD and Hepatitis Branch of Public Health Services, Health and Human Services Agency shall provide staff assistance pursuant to the legislative requirements and guidelines. The HIV Planning Group oversees the work of the HIV Planning Group support staff who will report to non-Recipient County staff for supervision.

Section B: **Recordkeeping and Reporting.** HIV Planning Group support staff shall be responsible for the keeping of records of all actions and reports of the committee and shall submit these actions and reports to the HIV Planning Group on a regular basis.

ARTICLE 10: COMPENSATION AND EXPENSE

Section A: **Voluntary Service.** Members of the HIV Planning Group shall serve without compensation.

Section B: **Reimbursement for Expenses.** HIV Planning Group members ~~consumers~~ and members-elect appointed pursuant to Article 2, Section B and D who are consumers of Ryan White services may be reimbursed for expenses incurred in performing their duties under this article, including mileage reimbursement in accordance with Administrative Code Section 472, provided that the HIV Planning Group allocates Ryan White HIV/AIDS Treatment Extension Act funds for this purpose. Transportation and childcare reimbursements shall be limited to those eligible members.



County of San Diego

NICK MACCHIONE, FACHE
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PUBLIC HEALTH OFFICER

SAN DIEGO HIV PLANNING GROUP STEERING COMMITTEE ACTION ITEM INFORMATION SHEET

February 22, 2023

ACTION ITEM: Elect Two HIV Planning Group (HPG) Vice Chairs

BACKGROUND:

The by-laws of the San Diego HIV Planning Group (HPG) include the following provisions:

Article 5, Section B: HIV Planning Group members will elect two vice-chairpersons, one of whom shall be a consumer member. An employee of the HIV, STD, and Hepatitis Branch (HSHB) of Public Health Services cannot be a vice-chair. The vice-chairpersons shall serve a term or two years.

Article 5, Section D. Duties of the vice-chairperson(s) :

1. If the chair is unable to perform the duties of the position for sixty days or more, the chair and/or Steering Committee shall provide a letter of designation to delegate the duties to the vice-chairperson(s).
2. The vice-chairperson(s) can assume responsibility for all meetings in the absence of the chair including conducting and convening meetings.

Today the HPG will elect two (2) Vice Chairs, one for a 1-year term and another for a 2-year term. The Vice Chair to be elected for the 2-year term must be a consumer member of the HPG.

Nominations for Vice Chair will remain open until the agenda item at the meeting at which time nominations will close and Vice Chair elections can occur.

RECOMMENDATION: The action today is to elect two (2) Vice-chairpersons, one for a 1-year term and another for a 2-year term; the 2-year term Vice Chair to be elected must be a consumer member of the HPG.

This action comes to the HPG as a seconded motion open for discussion.



County of San Diego

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SAN DIEGO HIV PLANNING GROUP (HPG) STRATEGIES & STANDARDS COMMITTEE ACTION ITEM INFORMATION SHEET

APPROVE COMPETENCY IN SERVICE DESIGN AND DELIVERY AS PART OF THE HPG'S UNIVERSAL STANDARDS

**Fiscal Year 23
(3/2023 - 2/2024)**

February 22, 2023

ITEM

Approve the Strategies and Standards Committee recommendations for Competency in Service Design and Delivery to Universal Standards for fiscal year 23 (March 1, 2023 – February 28, 2024).

BACKGROUND

The Strategies and Standards committee convened on September 6, 2022 to assess the Universal Standards for sensitivity to and language regarding accessibility and disability needs of Ryan White (RW) consumers. As a result, the Recipient's office drafted language for Competency in Service Design and Delivery. During the December 6, 2022 meeting, the group decided to make changes and replace "cultural competency" with "cultural humility and competency". Draft changes were reviewed and approved at the Strategies and Standards committee meeting on Tuesday, February 7, 2023 and put forth the attached document that is presented to the San Diego HIV Planning Group for approval.

RECOMMENDATION

Approve the attached Competency in Service Design and Delivery document as part of Universal Standards.

This comes to the HPG as a seconded motion, open for discussion.

Competency in Service Design and Delivery

Local epidemiology in San Diego County indicates that HIV disproportionately impacts some of the County's communities, including gay, ~~bisexual~~bisexual, and other men who have sex with men, Black/African American persons, Hispanic/Latinx persons, Transgender persons, persons who inject drugs, and persons who are age 50 or older. These disproportionalities and disparities result largely from marginalization, oppression, ~~discrimination~~discrimination, and stigma, along with historical and current structural racism, homophobia, transphobia/gender non-binary phobia, and ableism. These disproportionalities also show up in socio-economic status, poverty, educational attainment, stable employment, stable housing, involvement with carceral systems, and access to systems that support whole-person well-being. Finally, other San Diego communities experience disparities in access to services due to their low proportion of the overall epidemiology, such as women and youth living with or vulnerable to HIV.

In 2020 and 2021, the HIV Planning Group conducted a community engagement project, resulting in several recommendations to ensure the HIV service delivery system funded by the County of San Diego can better serve its residents. These recommendations include developing, ~~implementing~~implementing, and evaluating the effectiveness of systems that:

1. Ensure staff who interact with clients or who have control over systems that clients interact with receive education about the realities of lived experiences of clients served, including discussions of inequitable access, inequitable outcomes, and how both personal interactions and systemic barriers can lead to disparate outcomes.
2. Ensure clients receive education and support to advocate for what they need, speak out when their needs are not being adequately addressed, and receive timely and adequate responses and supports to address their needs.
3. Ensure that clients can communicate in ways they are most comfortable (e.g., Spanish, American Sign Language, Adaptive and Assistive Communication.)
4. Ensure that all entry points can assess whole-person and whole-family wellness, and when requested can provide support in accessing additional services and supports.
5. Ensure that client support needs are ~~assessed~~assessed, and reasonable accommodations are available to allow clients to participate in and receive benefit from services.
6. Recruit staff members with lived experience at all levels of the organization and provide appropriate supports to ensure their success.

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To eliminate disparities, all providers must have the ability to provide appropriate and acceptable services to potential and current clients, including persons of color; gay men and other men who have sex with men; men or women vulnerable to HIV; bisexual men and women; transgender individuals; gender non-binary and gender non-conforming individuals; persons who use substances; persons with mental health concerns; and disabled persons. Providers who serve any of these groups must make reasonable accommodations in service provisions to ensure all clients can participate fully in services and achieve the same outcomes.

All providers must have policies and procedures that address ~~cultural competency~~cultural humility and competency, diversity, and inclusiveness. Provider's intake procedures will assess client access issues, including linguistic, literacy and cultural needs, physical accessibility, adaptations and accommodations for disabilities, and service location. Staff working directly with clients must receive a minimum of four hours of ~~cultural competency~~cultural humility and competency training each year.

Providers will identify staff and volunteers who can provide bilingual/bicultural services to individuals who need or prefer to communicate in other languages. If there are no staff members or volunteers who can perform this function, the provider will develop alternate methods to ensure language appropriate services are available.

Providers will assess and ensure the training and competency of individuals who deliver language services to assure accurate and effective communication between clients, staff, and volunteers to transcend language barriers and avoid misunderstanding and omission of vital information.

Standard	Measure
Agency policies address cultural competency <u>cultural humility and competency</u> , diversity, inclusiveness.	Documentation in policies of cultural competency <u>cultural humility and competency</u> , diversity <u>diversity</u> , and inclusion requirements.
Intake procedures assess client access issues, including linguistic, literacy and cultural needs, physical accessibility, adaptations and accommodations for disabilities, and service location needs.	Intake documents, policies and/or procedures that demonstrate assessment of required components.

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Staff receive a minimum of four hours of annual training on cultural competency <u>cultural humility and competency</u>	Documentation of all staff trainings on cultural competency <u>cultural humility and competency</u>
	Copies of curricula, handouts, and any other documentation kept on file that indicate discussions related to inequitable outcomes and interpersonal and systemic sources of disparate outcomes
Staff and volunteers are bilingual and can address the language needs of the populations they serve. If there are no appropriate bilingual staff or volunteers, a plan is in place to ensure language needs are met	Copies of staff credentialing or other indicators that staff are bilingual and can address language needs of client populations served.
	Copy of written plan to address language needs
Provider has available written materials in languages appropriate for communities being served	Materials available in appropriate languages
Clients receive education and support to advocate for what they need, speak out when their needs are not being adequately addressed, and receive timely and adequate responses and supports to address their needs.	Documentation that clients received support and education to advocate for what they need.
	Documentation that client concerns were documented and addressed timely and adequately.
All entry points assess whole-person and whole-family wellness, and when requested can provide support in accessing additional services and supports.	Documentation that all entry points assess whole-person and whole-family wellness and linkage to needed services and supports.

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Client support needs are assessed <u>assessed</u> , and reasonable accommodations are available to allow clients to participate in and receive benefit from services.	Documentation of assessment of client needs
Recruit staff members with lived experience at all levels of the organization and provide appropriate supports to ensure their success.	

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AB 2449 Checklist
(Applicable January 1, 2023 to December 31, 2025)

Procedures for Public Participation

- ☐ Public must be able to remotely hear, visually observe, and address the legislative body either remotely or in person in real time
- ☐ Public must have the opportunity to participate via: 1) two-way audio or 2) a telephonic service with a webcasting service
- ☐ Public cannot be required to submit comments prior to the meeting

Procedures for Member to Teleconference from a Remote Location

- ☐ Member must participate through both audio and visual technology
- ☐ Member must disclose adults who are present in the room at the remote location with the member and the general nature of the relationship with those individuals
- ☐ Member must submit a general description of the need to teleconference to the legislative body at the earliest opportunity (do not disclose any medical diagnosis or disability)
- ☐ Member may teleconference for just cause. Just cause is limited to 2 meetings per calendar year (see "Limits per Member" below). Just cause is defined as:
 - Child care or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse or domestic partner
 - Contagious illness that prevents member from attending in person
 - A need related to a physical or mental disability
 - Travel on official business of the legislative body or another state or local agency
- ☐ Member may teleconference due to emergency circumstances, which requires approval of the legislative body and which is defined as a physical or family medical emergency that prevents a member from participating in person
- ☐ Limits per Member: Just cause and emergency circumstances cannot be invoked collectively for more than: 1) two meetings if the legislative body has fewer than 10 meetings per calendar year, or 2) three consecutive months or 20 percent of regular meetings per calendar year if the legislative body has 10 or more meetings per year. Just cause cannot be invoked more than twice per calendar year.

Procedures for the Board/Commission/Committee/Group

- ☐ Include instructions on the agenda how the public can participate remotely
- ☐ A quorum of the members of the legislative body must participate in person at the noticed location that is open to the public
- ☐ A majority of the membership must approve a request by a member to teleconference due to emergency circumstances; include the request on the agenda if received in time
- ☐ All votes must be taken by roll call
- ☐ Meeting must be stopped and no action taken if the broadcast of the meeting or ability of the public to comment is disrupted

TELECONFERENCING RULES UNDER THE BROWN ACT

	Default Rule	Declared Emergency (AB 361)	Just Cause (AB 2449)	Emergency Circumstances (AB 2449)
In person participation of quorum	Required	Not Required	Required	Required
Member participation via teleconferencing	Audio or Audio-visual	Audio or Audio-visual	Audio-Visual	Audio-Visual
Required (minimum) opportunities for public participation	In-person	Call-in or internet-based	Call-in or internet-based <u>and</u> in person	Call-in or internet-based <u>and</u> in person
Disruption of broadcast or public's ability to comment	Meeting can proceed	No further action taken	No further action taken	No further action taken
Reason must be approved by legislative body	No	Yes (initial findings and renewed findings every 30 days)	No, but general description to be provided to legislative body	Yes and general description to be provided to legislative body
Votes must be taken by roll call	Yes	Yes	Yes	Yes
Member's remote location included on agenda	Yes	No	No	No
Declared emergency and health official's recommendation for social distancing	No	Yes	No	No
Annual limits	None	None	Twice per calendar year (limits for emergency circumstances also apply for collective number of times AB 2449 can be used per year)	3 consecutive months/ 20% of regular meetings per calendar year; or 2 meetings per calendar year if body meets less than 10 times per year (collectively with just cause)
Effective Dates	Ongoing	Expires 12/31/2023	Expires 12/31/2025	Expires 12/31/2025

If the physical attendance quorum requirement is met, AB 2449 permits a member who is not physically present to request virtual attendance at the local legislative body's meeting under two circumstances: (1) for **"just cause"** and (2) due to **"emergency circumstances"**.

Qualifying Reason	Provisions to attend remotely	Requirements/Limitations
"Just Cause"	<ul style="list-style-type: none"> There is a childcare or caregiving need (<i>for a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner</i>) that requires the member to participate remotely A contagious illness prevents the member from attending the meeting in There is a need related to a defined physical or mental disability that is not otherwise accommodated for Traveling while on official business of the legislative body or another state or local agency 	A member is limited to two (2) virtual attendances based on "just cause" per calendar year
"Emergency Circumstances"	<p><i>"A physical or family medical emergency that prevents a member from attending the meeting in person."</i></p> <p>A member is <i>not</i> required to disclose any medical diagnosis or disability, or any personal medical information that is already exempt from existing law.</p>	<p>A member of the legislative body must make a request to the body to allow the member to meet remotely due to an emergency circumstance, and further must provide a general description of the circumstance justifying such attendance.</p> <p>A request from a member to attend remotely due to an emergency circumstance requires that the legislative body take action and approve the remote attendance at the start of the meeting for the member to be allowed to participate remotely for that meeting¹.</p>

¹If the request does not allow sufficient time to be placed on the agenda as a proposed action item, then the legislative body may take action at the beginning of the meeting.

Additional Requirements for a Member Participating Remotely:

In addition to making a request either for “just cause” or due to an “emergency circumstance” for remote appearance, AB 2449 imposes the following three (3) additional requirements on legislative body members seeking to appear remotely at public meetings:

1. Before any action is taken during the meeting, the member must publicly disclose whether any other individuals 18 years of age or older are present in the room at the remote location with the member, and the general nature of the member’s relationship with any such individuals.
2. A member of the legislative body participating from a remote location must participate through both audio and visual technology.
3. A member’s remote participation cannot be for more than three consecutive months or 20 percent of the regular meetings for the local agency within a calendar year. And if the legislative body regularly meets fewer than 10 times per calendar year, a member’s participation from a remote location cannot be for more than two meetings.

March 2023 HIV Planning Group Committee Meetings

Location: 690 Oxford St. Chula Vista, CA 91911 (Room 194)

Meeting	Date	Time	Location
Strategies & Standards Committee	Tuesday, March 7, 2023	11:30 AM – 1:00 PM	Room 194
Membership Committee	Wednesday, March 8, 2023	11:00 AM – 1:00 PM	Room 194
Priority Setting & Resource Allocation Committee	Thursday, March 9, 2023	3:00 PM – 5:00 PM	Room 194
Steering Committee	Tuesday, March 14, 2023	11:00 AM – 1:00 PM	Room 194
Community Engagement Group	Wednesday, March 15, 2023	3:00 PM – 5:00 PM	Room 194



March 2023 HIV Planning Group Retreat

Location: Valencia/Malcolm X Library

5148 Market St, San Diego, CA 92114 (Multi-purpose Room)

Meeting	Date	Time	Location
HPG Retreat	Wednesday, March 22, 2023	10:00 AM – 2:00 PM	Multi-purpose Room



County of San Diego

NICK MACCHIONE, FACHE
DIRECTOR

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WILMA J. WOOTEN, M.D., M.P.H.
PUBLIC HEALTH OFFICER

San Diego HIV Planning Group (HPG)

Wednesday, October 26, 2022

3:00 PM

Meeting occurred via video teleconference (WebEx)

MINUTES

Quorum is 14

HPG Members Present: Allan Acevedo / Amy Applebaum / Alberto Cortes / Beth Davenport / Dr. David Grelotti / Dr. Elizabeth Hernandez / Pam Highfill / Dr. Delores Jacobs / Mikie Lochner / Moira Mar-Tang / Venice Price / Shannon Ransom / Raul Robles / James Rucker / Dr. Stephen Spector / Dr. Winston Tilghman / Karla Torres / Regina Underwood / Rhea Van Brocklin / Freddy Villafan / Abigail West / Michael Wimpie

HPG Members Absent: Alfredo De Jesus / Felipe Garcia-Bigley / Cinnamon Kubricky / Robert Lewis / Ivvan Reyna

Agenda Item	Action/Discussion	Follow-up
1. Call to Order/ Establishment of Quorum	Mikie Lochner, HPG Chair, called the meeting to order at 3:02 p.m. and noted the presence of a quorum.	
2. Action: Continuation of Teleconferencing	All votes at the meeting were taken by roll call; HPG members' names were called out verbally, then individual voice votes were noted and recorded. Action: Continuation of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e). a. Find HPG has reconsidered the circumstances of the State of Emergency b. Find that State and local officials continue recommending measures to promote social distancing. Motion/Second/Count (M/S/C): Van Brocklin/Acevedo 14/0 Abstentions: Lochner, West Motion carries	
3. Chair Comments; Ground Rules & Abstentions	Mikie Lochner led the group in a moment of silence; provided reminders of teleconferencing guidelines, presented a Certificate of Appreciation to Joe Zilvinskis, noted HPG member and staff birthdays; noted a list of open HPG seats was sent to all members, read the Code of Civil Discourse, and noted	

Agenda Item	Action/Discussion	Follow-up
	the Conflict of Interests (COI) guidelines and COI sheet in the packet.	
4. Public Comment (See page 2 of agenda for rules)	<ul style="list-style-type: none"> A member of the public noted Borrego Health System is losing its Medi-Cal contract and expressed concern that people living with HIV (PLWH) who receive care in that system may be left without a provider. A member of the public stated they believed that the HPG has too many meetings and that the meeting material is not sent out in sufficient time. 	
5. Sharing our concerns	None	
6. Action: Approval of the HIV Planning Group (HPG) agenda for October 26, 2022	Action: Approve the HPG meeting agenda for October 26, 2022 as presented. M/S/C: Cortes/Rucker 17/0 Abstentions: Hernandez, Lochner, Robles, West Motion carries	
7. Old Business		
None		
8. New Business		
a. ACTION: (Membership Committee): Review and approve recommendation(s) for HPG membership.	There are no Membership Committee recommendations for HPG membership currently.	
b. ACTION: (Priority Setting and Resource Allocation Committee) (PSRAC): Review and approve recommendations for reallocation of funds in FY 22 (the current year, March 1, 2022 – February 28, 2023)	Dr. Jacobs reviewed the PSRAC recommendations for FY 22 reallocations. The action item information sheet was included in the meeting materials packet. Action: Decrease funding to non-Medical Case Management for Housing (priority #7) by \$250,000 from \$250,000 to \$0, decrease funding to Housing: Location, Placement and Advocacy Services (priority #9) by \$100,000 from \$100,000 to \$0, and decrease funding to Psychosocial Support Services (priority #16) by \$60,000, from \$60,000 to \$0. M/S/C: PSRAC, 11/0 Abstentions: Applebaum, Jacobs, Lochner, Mar-Tang, Ransom, Spector, Underwood, Van Brocklin, Villafan, West Motion carries	
	Action Increase funding to Emergency Housing Assistance (priority #8) by \$298,235 from \$780,000 to \$1,078,235.	

Agenda Item	Action/Discussion	Follow-up
	M/S/C: PSRAC 14/0 Abstentions: Jacobs, Lochner, Mar-Tang, Ransom, Spector, Villafan, West Motion carries	
	Action: Increase funding to Transportation (priority #20) by \$10,000, from \$142,830 to \$152,830. M/S/C: PSRAC 8/0 Abstentions: Applebaum, Grelotti, Jacobs, Lochner, Mar-Tang, Ransom, Rucker, Spector, Tilghman, Underwood, Villafan, West Motion carries	
	Action: Increase funding to Medical Case Management (priority #5) by \$43,512, from \$1,318,338 to \$1,361,850 and increase funding to non-Medical Case Management (priority #6) by \$10,360, from \$442,021 to \$452,381 M/S/C: PSRAC 7/0 Abstentions: Applebaum, Davenport, Grelotti, Jacobs, Lochner, Mar-Tang, Ransom, Rucker, Spector, Tilghman, Underwood, Villafan, West Motion carries	
	Action: Increase funding to Mental Health (Counseling/Therapy) (priority #15) by \$47,893, from \$1,011,062 to \$1,058,955. M/S/C: PSRAC 9/0 Abstentions: Applebaum, Davenport, Jacobs, Lochner, Price, Ransom, Rucker, Spector, Underwood, Villafan, West Motion carries	
c. ACTION: (Steering Committee): Approve the board letter to accept additional Ending the HIV Epidemic (EHE) funding	Mikie Lochner discussed the action item, the action items information sheet was included in the meeting materials packet. Action: Approve the board letter to accept additional Ending the HIV Epidemic (EHE) funding M/S/C: Steering Committee 15/0 Abstentions: Applebaum, Lochner, Tilghman, Villafan, West Motion carries	
d. ACTION: (Strategies and Standards Committee) Approve the recommended changes to Universal service standards	Shannon Ransom discussed the action item, the action items information sheet was included in the meeting materials packet. Action: Approve the recommended changes to Universal service standards M/S/C: Strategies and Standards Committee 18/0 Abstentions: Lochner, West Motion carries	

Agenda Item	Action/Discussion	Follow-up
e. Presentation: HPG Conflict of Interest (COI) policy and COI disclosure form – Rodney von Jaeger	Rodney von Jaeger presented on the HPG's new required Conflict of Interest policy and disclosure form and reviewed the County's required Statement of Economic Interest (Form 700) form and process.	
f. ACTION: Approval of HPG consent agenda for October 26, 2022	Action: Approval of HPG consent agenda for October 26, 2022, which includes: Approval of HPG Minutes from September 28, 2022; acceptance of the following committee minutes: Steering Committee: June 14, 2022, July 19, 2022, and September 20, 2022; Strategies and Standards Committee: September 6, 2022; Membership Committee: September 14, 2022; Priority Setting and Resource Allocation Committee: September 8, 2022; Consumer Group (Community Engagement): September 21, 2022; (Included for your information, not for acceptance; CARE Partnership: September 19, 2022; HIV Housing Committee: March 16, 2022, May 18, 2022, July 20, 2022; Faith-Based Action Coalition: September 8, 2022) M/S/C: Jacobs/Villafan 18/0 Abstentions: Lochner, West Motion carries	
g. Follow-up items from the minutes	The HPG reviewed follow-up items from the September 28, 2022 minutes.	
h. Presentation: Presentation: Highlights of the National Harm Reduction Conference – Lori Jones	Tabled until the December HPG meeting.	
i. HIV, STD, and Hepatitis Branch (HSHB) Reports – Lauren Brookshire		
a. HSHB Monthly Report: October 2022	Lauren Brookshire reviewed the HSHB report, which was included in the meeting materials packet and highlighted: <ul style="list-style-type: none"> • Rodney von Jaeger is retiring in January; HSHB is attempting to dual fill the position so overlap and training can occur. • The Monkeypox (MPX) state of emergency will lapse on November 10, 2022 as cases have decreased significantly. • There are several procurements in place, outlined in the report. 	

Agenda Item	Action/Discussion	Follow-up
	<ul style="list-style-type: none"> • All Ryan White (RW) contract will be extended in the new fiscal year, ensuring no gap in services. • The Capacity Assessment report shows longer waiting times for Psychiatric Med. Mgmt appointments in Southeast San Diego and longer waiting times for Mental Health appointments in the North region. 	
b. HRSA, CDC and CDPH policies and procedures updates	<ul style="list-style-type: none"> • The Non-competing continuance for FY 23 RW Part A funds was submitted to HRSA on October 3, 2022. • The State is expected to end the COVID state of emergency at the end of February 2023; if so the County will probably do likewise. 	
c. Expenditure/budget review	<p>The expenditure reports were included in the meeting materials packet:</p> <ul style="list-style-type: none"> • RW Part A funding: Data through August 2022; with 50% of the fiscal year (FY) elapsed, there is underspending in several service categories, with a savings of approx.\$770,000, HPG actions taken in August and September will be show more spending the next reports. Emergency Housing Assistance shows accelerated spending. • RW Part B/Other funding: Part B, with 42% of FY elapsed with 47% of funds expended. Prevention: 67% of FY elapsed with 57% of funds expended • Ending the HIV Epidemic (EHE) grants: CDPH EHE grant 100% FY elapsed with 3% of funds expended, HRSA EHE 50% of FY elapsed with 40% of funds expended; both EHE grants can carry over funds from years 1 & 2 of the grants into years 3 – 5. 	
d. Service Utilization Summary Report – September 2022	Service utilization overall is approx. 10% less compared to the previous year (2,734 unduplicated clients seen through September 2022, vs. 3,034 through September 2021). Service Utilization has number for “Unduplicated clients”, but that title should say “Total clients.”	
e. Client Service Evaluation (Goldenrod) Summary Report	Two Goldenrod reports were received, both from RW providers, both were positive remarks.	
10. Reports		

Agenda Item	Action/Discussion	Follow-up
a. Committee Reports (Community Engagement (Consumer), Membership, Strategies & Standards, PSRAC, Medical Standards and Evaluation)	No updates	
b. Planning Group Support Staff (PGSS) Report –	Tabled	
c. Report from State Office of AIDS (OA) and AIDS Drug Assistance Program (ADAP) – Abigail West and Jesse Peck	Two lifesaving bills for Transgender persons were signed into law by Governor Newsom; details are on page 7 of the included OA report.	
d. GTZ Community Engagement Project Updates	Continuing to work the recommendations through the HPG committees to address the concerns of Consumers.	
e. California HIV Planning Group (CHPG)	Tabled	
f. Faith-Based Action Coalition (FBAC)	Tabled	
11. Suggestions to Steering Committee for consideration of future items	Tabled	
12. Announcements	Please submit turn in nominations for the Brad Truax Awards by November 1, 2022.	
13. Next meeting date	Next Meeting: Wednesday, December 14, 2022 Location: WebEx Note: The November HPG meeting has been cancelled.	
14. Adjournment	5:01 p.m.	



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WILMA J. WOOTEN, M.D., M.P.H.
PUBLIC HEALTH OFFICER

San Diego HIV Planning Group (HPG)

Wednesday, January 25, 2023

3:00 PM

Meeting occurred via video teleconference (WebEx)

MINUTES

Quorum is 14

HPG Members Present: Allan Acevedo / Alberto Cortes / Beth Davenport / Felipe Garcia-Bigley / Dr. David Grelotti / Dr. Elizabeth Hernandez / Pam Highfill / Dr. Delores Jacobs / Cinnamon Kubricky / Robert Lewis / Mikie Lochner / Venice Price / Shannon Ransom / Raul Robles / James Rucker / Dr. Stephen Spector / Dr. Winston Tilghman / Regina Underwood / Rhea Van Brocklin / Freddy Villafan / Jeffery Weber / Michael Wimpie

HPG Members Absent:

Amy Applebaum / Alfredo De Jesus / Moira Mar-Tang / Karla Quezada-Torres / Abigail West

Agenda Item	Action/Discussion	Follow-up
1. Call to Order/ Establishment of Quorum	Mikie Lochner, HPG Chair, called the meeting to order at 3:01 p.m. and noted the presence of a quorum.	
2. Action: Continuation of Teleconferencing	All votes at the meeting were taken by roll call; HPG members' names were called out verbally, then individual voice votes were noted and recorded. Action: Continuation of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e). a. Find HPG has reconsidered the circumstances of the State of Emergency b. Find that State and local officials continue recommending measures to promote social distancing. Motion/Second/Count (M/S/C): Cortes/Acevedo 18/0 Abstentions: Hernandez, Lochner Motion carries	
3. Chair Comments; Ground Rules & Abstentions	Reviewed	

Agenda Item	Action/Discussion	Follow-up
4. Public Comment (See page 2 of agenda for rules)	None	
5. Sharing our concerns/Comments on Items not on the agenda (for HPG members)	An HPG member recommended HPG members be conscious of those with lived experiences and to treat each other with respect especially for those requesting services.	
6. Action: Approval of the HIV Planning Group (HPG) agenda for January 25, 2023	Action: Approve the HPG Meeting agenda for January 25, 2023 as presented. M/S/C: Rucker/Van Brocklin 19/0 Abstentions: Hernandez, Lochner Motion carries	
7. Old Business		
	None	
8. New Business		
a. ACTION: (Membership Committee): Review and approve recommendation to remove HPG member.	Bob Lewis reviewed the action item. The action item Info sheet was included in the meeting materials packet. Action: Recommend removal of Alfredo de Jesus from the HPG for inability to be engaged in the planning process. M/S/C: Membership Committee 14/1 (Wimpie) Abstentions: Acevedo, Hernandez, Kubricky, Lochner, Robles, Tilghman Motion carries	
b. ACTION: (Recipient Recommendations) Review and approve recommendations for reallocation of funds in FY 23 (next fiscal year, March 1, 2023 – February 28, 2024)	Dr. Delores Jacobs discussed and presented the reviewed the recommendations for FY 23 reallocations. The action item Info sheet was included in the meeting materials packet. Action: Decrease funding to Outpatient Ambulatory Health Services (Primary Care)((priority #1) by \$110,000 from \$962,630 to \$852,630 . M/S/C: Villafan/Van Brocklin 13/0 Abstentions: Garcia-Bigley, Hernandez, Jacobs, Lochner, Ransom, Rucker Motion carries	
	Action Decrease funding to Oral Health (priority #4) by \$100,000 from \$300,940 to \$200,940 . Decrease funding to Psychiatric Medication Management (priority #3) by \$15,000 , from \$28,036 to \$13,036 . M/S/C: Acevedo/Highfill 12/0 Abstentions: Garcia-Bigley, Hernandez, Jacobs, Lochner, Price, Ransom, Rucker Motion carries	

Agenda Item	Action/Discussion	Follow-up
	<p>Action Decrease funding to Medical Case Management (priority #5) by \$100,000, from \$1,268,338 to \$1,168,338. M/S/C: Cortes/Wimpie 10/0 Abstentions: Davenport, Garcia-Bigley, Hernandez, Jacobs, Lochner, Ransom, Rucker, Tilghman, Underwood Motion carries</p>	
	<p>Action: Decrease funding to Psychosocial Support Services (priority #16) by \$60,000, from \$60,000 to \$0. M/S/C: Garcia-Bigley/Acevedo 9/0 Abstentions: Grelotti, Highfill, Hernandez, Jacobs, Kubricky, Lochner, Ransom, Rucker, Underwood Motion carries</p>	
	<p>Action: Decrease funding to Substance Use Outpatient Treatment (priority #17) by \$45,000, from \$315,127 to \$270,127. M/S/C: Van Brocklin/Villafan 8/3 (Kubricky, Robles, Wimpie) Abstentions: Grelotti, Highfill, Hernandez, Jacobs, Lochner, Price, Rucker, Tilghman, Underwood Motion carries</p>	
	<p>Action: Increase funding to Emergency Housing Assistance (priority #8) by \$430,000 from \$530,000 to \$960,000. M/S/C: Van Brocklin/Rucker 16/0 Abstentions: Hernandez, Jacobs, Lochner, Tilghman, Villafan Motion carries</p>	<p>For questions regarding Housing services, please contact Maritza Herrera, Ryan White Program Manager maritzaherrera@sdcounty.ca.gov (619) 403-8705</p>

Agenda Item	Action/Discussion	Follow-up
c. ACTION: (Strategies and Standards Committee) Approve the recommendations for psychosocial service directives for fiscal year 23 (March 1, 2023 – February 28, 2024).	<p>Shannon Ransom presented the action item. The action item information sheet was included in the meeting materials packet.</p> <p>Action: Approve the recommendation that Psychosocial support groups service category should at a minimum include, at least one support group in each HHSA region, with Southeast San Diego specified as a separate region within the Central HHSA region: Central, Southeast SD, North Central, North Inland, South, and East regions. Additionally, at least two psychosocial support groups should be available and led in Spanish.</p> <p>Also approve the recommendation that additional psychosocial support groups should also be available (upon consumer(s) request and subject to funding availability) focused upon priority populations, e.g., women, youth, transgender populations, long-term survivors and/or groups over age 50, racial/ethnic groups, drug using groups, and other historically disproportionately impacted groups living with HIV in San Diego County.</p> <p>M/S/C: Strategies and Standards Committee 16/0</p> <p>Abstentions: Hernandez, Kubricky, Lochner, Underwood</p> <p>Motion carries</p>	
d. ACTION: (Steering Committee): Approve proposed changes to HPG Bylaws and modification of quorum	Tabled to February 22, 2023 HPG meeting.	
e. Open nominations for HPG Vice Chairs	Nominations for HPG Vice Chairs are open until the February 22, 2023 HPG meeting, where voting will occur. If you wish to nominate someone or yourself, please contact HPG Support Staff.	
f. Presentation: Update: AB 2449 and return to in-person meetings	When the COVID emergency ends the HPG will operate under the rules of Assembly Bill 2449. A quorum of the HPG will be required to meet in-person. Additional information and training will occur at the February 22, 2023 HPG meeting.	
g. Review 2023 HPG and committees meeting schedule	Schedule presented and reviewed. If an HPG member knows they will be absent or late, please let HPG Support Staff and/or your committee chair know so that we will know if a quorum is attainable for each meeting.	

Agenda Item	Action/Discussion	Follow-up
i. HIV, STD, and Hepatitis Branch (HSHB) Reports – Patrick Loose		
a. Program updates (Maritza Herrera)	<p>Maritza Herrera highlighted the HSHB report that was included in the meeting materials packet: The Ending the HIV Epidemic (EHE) mobile app will be delayed until early 2023.</p> <p>Service capacity: There are no waiting lists for any of the core medical services.</p>	
b. Service Utilization Summary Report – November and December 2022	Through December 31, 2022, there were 3,156 clients serviced, which is an approximate 10% decrease compared to the same time the previous year. Of clients with a viral load test, 90% achieved viral suppression.	
c. Monthly Client Service Evaluation (Goldenrod) Summary Report CQM update – November and December 2022	In November 2022 there were no goldenrods received; in December 2022 there were two (2) goldenrods received and both were positive remarks.	
d. Procurements (Lauren Brookshire)	Updates in HSHB Report	
e. Expenditure/ budget review	Representing 75% of the grant period, approximately 65% of Part A funds were expended. There was decreased spending in Primary Care, Med. Specialty, Med. Case Mgmt, Psych. Med Mgmt, Referral to Health Services (Peer Nav.) and Mental Health; there is increased spending in Emergency Housing.	
f. HRSA, CDC and CDPH policies and procedures updates	Tabled.	
10. Reports		
a. Committee Reports (Community Engagement (Consumer),	Tabled; report included in the meeting materials packet.	

Agenda Item	Action/Discussion	Follow-up
Membership, Strategies & Standards, PSRAC, Medical Standards and Evaluation)		
b. Planning Group Support Staff (PGSS) Report – Rodney von Jaeger i. Administrative budget review ii. HPG Conflict of Interest disclosure iii. Update: Public comment process based on that used by the County Board of Supervisors	Tabled.	
c. Report from State Office of AIDS (OA) and AIDS Drug Assistance Program (ADAP) – Abigail West and Jesse Peck	Tabled.	
d. GTZ Community Engagement Project Updates	Tabled	
e. California HIV Planning Group (CHPG)	Tabled.	
f. Faith-Based Action Coalition (FBAC)	Tabled.	
11. Suggestions to Steering Committee for consideration of future items	Tabled.	
12. Announcements	Tabled.	
13. Next meeting date	Next Meeting:(Weekly) Wednesday, February 22, 2023 Location: WebEx	
14. Adjournment	5:00 p.m.	



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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.

WebEx Meeting

DRAFT MINUTES

Quorum = 4

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

Absent: Allan Acevedo, Community Engagement Group

Agenda Item	Discussion/Action	Follow-Up Needed
1. Call to order	Mikie Lochner called the meeting to order at 11:00 a.m. and noted the presence of a quorum via WebEx video teleconference.	
2. Action: Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e).	All votes at the meeting were taken by roll call. For each vote committee members' names were called, and each member provided a verbal vote. Action: Find that the Committee has reconsidered the State of Emergency and that State and local officials continue to recommend measures to promote social distancing authorizing teleconferenced meetings pursuant to Government Code section 54953(e). Motion/Second/Count (M/S/C): Jacobs/Van Brocklin 5/0 Abstentions: Lochner Motion carries	

Agenda Item	Discussion/Action	Follow-Up Needed
3. Comments from the chair, moment of silence	The chair thanked attendees for their participation, thanked Rodney von Jaeger, who is retiring, for his diligent work, reviewed Respectful Engagement principles and led a moment of silence.	
4. Public comment	None	
5. Sharing our Concerns	None	
6. Action: Review/Approval of Steering Committee agenda for Tuesday, January 17, 2023	Action: Approve Steering Committee agenda for January 17, 2023 as presented: M/S/C: Tilghman/Lewis 5/0 Abstentions: Lochner Motion carries	
7. Action: Review/approve HPG meeting agenda	Action: Review/approve HPG meeting agenda for January 25, 2023 as presented with the noted changes: Table agenda items 8. i., j., & k. until the February 22, 2023 HPG meeting. M/S/C: Jacobs/Lewis 5/0 Abstentions: Lochner Motion carries	
8. Committee Reports and Recommendations		
a. Membership Committee	Report included in the packet; Bob Lewis highlighted the Membership Recruitment plan from the Getting to Zero (GTZ) Action Plan.	
i. Recommendation for HPG Membership	No membership recommendations currently.	
ii. Recommendation to remove an HPG member	The committee recommends removal of Alfredo de Jesus from the HPG as he is unable to be engaged in the process.	Move for HPG action on January 25, 2023.
b. Priority Setting and Resource Allocations		
i. Recommendation(s) for reallocation of funds in FY 22 or FY 23 (the current	Recommendations for reallocation for FY 23 will go to HPG as Recipient Recommendations.	Move for HPG action on January 25, 2023.

Agenda Item	Discussion/Action	Follow-Up Needed
fiscal year or next fiscal year, respectively)		
c. Community Engagement Group	A change of the charge is presented to the Steering Committee today; the group is also working on their training plan.	
d. Strategies and Standards		
i. Recommendation for changes to the Psychosocial Service standards.	The committee did not meet in January 2023 and will convene in February. There is continuation of work on the GTZ Action Plan, as well as the development of a task force to implement the JEDI principles. There is continued progress on updating the Universal standards. There is Action to the HPG on updating the Psychosocial services standards.	Move action for HPG action on January 25, 2023.
e. Medical Standards and Evaluation	The November 2022 meeting was cancelled due to lack of quorum. The next meeting is scheduled for February 14, 2023 and committee will look at revising Primary Care Practice Guidelines. There were data requests made to the Recipient and the GTZ Action Plan.	
f. Steering Committee	The committee did not meet in December 2022.	
9. Process and Governance Issues:		
a. Review: Public comments/HPG member comments/Suggestions to the Steering Committee from previous HPG meeting(s)	Public comments from the October 2022 HPG meeting were reviewed.	
b. Update: Preparation for in-person meetings	There was discussion on holding HPG and committee meetings at The Center. Costs for using The Center as a meeting venue were shared. There was a suggestion to use a County location or another community location such as a library.	Committees to add "Discuss possible meeting locations" to their February 2023 agendas.

Agenda Item	Discussion/Action	Follow-Up Needed
	<p>It was requested to add to all committee agendas to “Discuss possible meeting locations”</p> <ul style="list-style-type: none"> • Considerations for meeting locations: <ul style="list-style-type: none"> ○ On a public transportation line, ADA accessible ○ Need to post agendas 72 hours in advance. <p>There was a request to inform committee chairs of the guidelines for in-person meetings.</p> <p>The committee recommended developing a small workgroup to work on process for selecting meeting locations. Bob Lewis will chair the workgroup with Rhea Van Brocklin and Mikie Lochner and will work with support staff to figure out details.</p>	<p>A workgroup for meetings location will meet and develop recommendations.</p> <p>Staff will research if the HPG and committees can meet at a Ryan White (RW) funded agency.</p>
c. Discussion: Implementation of AB 2449	Rodney von Jaeger discussed the Assembly Bill 2449 check list which was included in the meeting materials packet. The committee recommended discussing with HPG committee members.	Include document and discuss at the January 25, 2023 HPG meeting.
d. Action: Approve proposed changes to HPG Bylaws and consider modification of quorum and forward to HPG	<p>Action: Approve proposed changes to HPG Bylaws and consider modification of quorum to 33% and forward to HPG.</p> <p>M/S/C: Jacobs/Van Brocklin 5/0</p> <p>Abstentions: Lochner</p> <p>Motion carries</p>	Move for HPG action on January 25, 2023.
e. Review and approve 2023 HPG Work Plan	<p>Action: Approve the 2023 HPG Work Plan as presented.</p> <p>M/S/C: Ransom/Jacobs 5/0</p> <p>Abstentions: Lochner</p> <p>Motion carries</p>	Steering Committee will review monthly.

Agenda Item	Discussion/Action	Follow-Up Needed
f. Review and approve 2023 HPG and committees meeting schedule	<p>Action: Approve the 2023 HPG and committee meeting schedule, which was included in the meeting materials packet.</p> <p>M/S/C: Tilghman/Lewis 5/0</p> <p>Abstentions: Lochner</p> <p>Motion carries</p>	Include in the January 25, 2023 HPG meeting materials packet.
g. Discuss: Steering Retreat and HPG Retreat	<p>The HPG Retreat is scheduled for March 24, 2023 at The Center for HPG members only.</p> <p>A Steering Committee Retreat for three (3) hours is recommended after the HPG Retreat. Rhea Van Brocklin invited the HPG to use Christie's Place for the retreat.</p>	
h. Update: GTZ Community Engagement Project - 3-Year HPG Action Plan	<p>Dr. Jacobs discussed actions moving forward, including:</p> <ul style="list-style-type: none"> • The HPG Communications plan (HPG) • Representation on the HPG (Community Engagement and Strategies) • Recruitment (Membership) • Reviewing meeting times, locations, refreshments (Membership) • Process for public comment, a list of community engagement opportunities, and have orientation material available online (Steering) • Funding housing at full capacity and increase capacity for mental health (Priority Setting and Resource Allocation) 	
i. Discussion: HPG Vice-Chair election	<p>Vice-Chair elections will occur in February 2023. One (1) Vice-Chair elected for one (1) year and one (1) elected for two (2) years to stagger the elections going forward. Nominations are open.</p>	

Agenda Item	Discussion/Action	Follow-Up Needed
j. Follow-up: Conflict of Interest (COI) Disclosure Form	The HPG COI Disclosure Form will be presented in February/March along with the required County Form 700, which is now required to be submitted electronically. Additionally, HPG members will be surveyed regarding continued fulfillment of requirement for the currently occupied seat and their top two (2) committee choices.	
k. Action: Approve public comment process based on that used by the County Board of Supervisors	Action: Approve public comment process based on that used by the County Board of Supervisors. Correct “20 minutes total time” to “10 minutes total time”. M/S/C: Jacobs/Lewis 5/0 Abstentions: Lochner Motion carries	
l. Discussion: Delayed Expenditure reports	The committee discussed some expenditure reports were more than two (2) months and requested the Recipient inform the HPG if in May final report will be delayed more than two (2) months.	
m. Update: Integrated Statewide Strategic Plan	The Health Resources and Services Administration (HRSA) has accepted the plan; the Recipient staff will follow-up with the California Dept. of Public Health and with the Strategies and Standards Committee regarding implementation.	
n. Committee Operating Procedures	The current Committee Operating Procedures was included in the meeting materials packet. The committee requested staff pull other committee (former Non-Medical Standards and Evaluation Committee, and the Medical Standards and Evaluation Committee) drafted, but unapproved. Mikie Lochner will work with HPG staff and committee chairs on	

Agenda Item	Discussion/Action	Follow-Up Needed
	reviewing and updating the Committee Operating Procedures.	
o. RWHAP Letter - Supporting People/Lived Experience	HRSA clarified in the letter that Consumers cannot be compensated with cash or cash-equivalent but may be supported in other ways. For example with food or gas cards. The letter also notes the planning body may adjust meeting hours to after-hours or weekends.	Include the RWHAP letter in the January 25, 2023 HPG packet.
10. Update and budget review from the HIV, STD, and Hepatitis Branch (HSHB)		
a. Program Updates (Maritza Herrera)	The COVID state of emergency for California is scheduled to end at the end of February 2023. It is anticipated that the County will end the state of emergency at the same time. The Ending the HIV Epidemic (EHE) training is continuing with a community provider. The Getting to Zero (GTZ) app will be delayed until early 2023.	
b. Service Utilization Summary Report - November and December 2022 (Maritza Herrera)	Data through Dec. 2022 was presented. There were 3,156 clients served, which is a 10% decline compared to the previous year. Viral suppression for RW clients who had a viral load test was 90%.	
c. Monthly Client Service Evaluation (Goldenrods) October, November, and December 2022 (Maritza Herrera)	In November 2022 there were no Goldenrods received; in December 2022 there were 2 received, both positive remarks.	
d. CQM update	No updates.	
e. Procurements (Lauren Brookshire)	Procurements expected to be awarded soon for Comprehensive HIV Prevention Services (CHPS), CHPS for Services for People who Inject Drugs, CHPS for Transgender persons, Routine HIV testing and Benefits navigation.	

Agenda Item	Discussion/Action	Follow-Up Needed
	There is an active procurement for Medical Specialty and there will be upcoming procurements for Outpatient Ambulatory Health Services: Primary Care; Coordinated HIV Services; Substance Use Treatment Services: Outpatient, Food Services, and others. For more information check Buynet.com.	
f. FY 22 Expenditure/Budget review – November report for January meeting (Lauren Brookshire)	Review included data through November 2022. There is an action going to the HPG for reallocation for FY 23, next fiscal year. There are continued lower expenditures in Primary Care, Medical Specialty, Psychiatric Medication Management and Oral Health.	
g. HRSA, CDC and CDPH policies and procedures updates (Lauren Brookshire)	No updates.	
h. Administrative Budget review - Rodney von Jaeger	There are reported savings due to not meeting in person (translation services, food, gas/mileage) and Needs Assessment; There will be a request to use portion of those funds to purchase items to expedite in-person meetings, including pdf readers to avoid printing excessive paper for meetings. The purchase of a portable printer was suggested.	
11. Action: Approval Meeting minutes from October 18, 2022	Action: Approve meeting minutes of October 18, 2022 M/S/C: Lewis/Ransom 4/0 Abstentions: None Motion carries	
12. Review follow-up items from the minutes	Reviewed.	
13. Review committee attendance	Reviewed, report included in the meeting materials packet.	
14. Future Agenda Items for Consideration	None	

Agenda Item	Discussion/Action	Follow-Up Needed
15. Announcements:	A member of the public recommended including mouth guards on the February agenda for the Medical Evaluation and Standards Committee.	
16. Confirm next meeting date and time/adjournment	Date: February 14, 2023 Time: 11:00 a.m. – 1:00 p.m. Location: WebEx	
17. Adjournment	1:08 p.m.	



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WILMA J. WOOTEN, M.D., M.P.H.
PUBLIC HEALTH OFFICER

SAN DIEGO HIV PLANNING GROUP (HPG) STEERING COMMITTEE

Tuesday, June 14, 2022

11:00 a.m.

WebEx Meeting

DRAFT MINUTES

Quorum = 5

Committee Members: Roger Al-Chaikh, Vice-Chair / Bob Lewis, Membership Committee / Dr. Delores Jacobs, Priority Setting and Resource Allocation Committee / Mikie Lochner, Chair / Allan Acevedo, Consumer Group / Dr. Winston Tilghman, Medical Standards and Evaluations Committee / Rhea Van Brocklin, Vice-Chair

Absent: Shannon Ransom, Strategies & Standards Committee

Agenda Item	Discussion/Action	Follow-Up Needed
1. Call to order,	Mikie Lochner called the meeting to order at 11:00 a.m. and noted the presence of a quorum via WebEx video teleconference.	
2. Action: Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e).	All votes at the meeting were taken by roll call. For each vote committee members' names were called, and each member provided a verbal vote. The chair stated that he would abstain from all votes unless there was a tie. Action: Find that the Committee has reconsidered the State of Emergency and that State and local officials continue to recommend measures to promote social distancing authorizing teleconferenced meetings pursuant to Government Code section 54953(e). Motion/Second/Count (M/S/C): Van Brocklin/Jacobs 6/0 Abstentions: Lochner Motion carries	
3. Comments from the chair, moment of silence	The chair thanked attendees for their participation. A moment of silence was observed.	

Agenda Item	Discussion/Action	Follow-Up Needed
4. Public comment	A member of the public stated that they felt that the chair of the Medical Standards and Evaluation Committee should not be an employee of the Recipient's Office.	
5. Sharing our Concerns	None	
6. Review/Approval of Steering Committee agenda for Tuesday, June 14, 2022	Action: Approve Steering Committee agenda for June 14, 2022 as presented with the noted change: Move agenda item #8 (Committee Reports and Recommendations) before agenda item #7 (Approval of the HPG agenda): M/S/C: Van Brocklin/Lewis 5/0 Abstentions: Lochner Motion carries	
7. Committee Reports and Recommendations		
a. Membership Committee	The committee reviewed an application for a potential HIV Prevention provider seat, reviewed the terms of HPG members, and began planning a succession process as many HPG members will be completing their second term in 2024 and are not eligible for renomination until they have been off the HPG for at least one year.	
i. Recommendation for HPG Membership	Forwarding a recommendation to the HPG for Jeffrey Webber for the Representative of Federal HIV Programs/Veterans Administration seat.	Forward recommendation to the HPG for its June 23, 2022 meeting.
b. Priority Setting and Resource Allocations	The committee has been discussing allocations for fiscal year (FY) 22 based on the Part A and Minority AIDS Initiative (MAI) grant award; it will make recommendations on Thursday and forward those to the HPG. Preparing for the FY 23 priority setting and budget allocation process.	
i. Recommendations for reallocation of funds in FY 22 (the current fiscal year, March 1, 2022 – February 28, 2023)	None currently	
c. Consumer Group	Committee did not meet in May due to the inability to attain a quorum; will conduct priority setting and budget allocation training via the Happyville exercise at the June 15, 2022 meeting.	

Agenda Item	Discussion/Action	Follow-Up Needed
d. Strategies and Standards	<p>i. Recommendation for approval of services standards for Housing Case Manager. A committee member recommended additional language may be needed to ensure that House Case Managers and clients understand and integrate with other housing resources in the community and that clients understand the need to complete other forms for non-RW resources. Action: Forward the draft Housing Case Management service standards to the HPG as presented. M/S/C: Acevedo/Al-Chaikh 4/0 Abstentions: Lewis, Lochner, Tilghman Motion carries</p> <p>ii. Recommendation for approval of the Justice, Equity, Diversity, and Inclusion (JEDI) document. Allan Acevedo discussed the documents and the process for updating and simplifying the language on the JEDI document and creating an Infographic document, which is a more visual representation of the larger document.</p> <p>iii. Recommendation to change Universal Standards - Deletion of requirement for “mid-year recertification at six months” to maintain eligibility for Ryan White services. Allan Acevedo discussed the recommended change.</p>	Forward the 3 action items to the HPG for its June 22, 2022 meeting.
e. Medical Standards and Evaluation	No updates	
8. Action: Review/Approval of HPG Agenda for June 22, 2022	Action: Approve HPG Agenda for June 22, 2022 meeting as presented. M/S/C: Tilghman/Van Brocklin 6/0 Abstentions: Lochner Motion carries	
9. Process and Governance Issues:		
a. Review: Public comments/HPG member comments/Suggestions to the Steering Committee from previous HPG meeting(s)	Rodney von Jaeger reviewed the public comments from the May 25, 2022 HPG meeting. For the comment regarding the request for benefits counseling, the Recipient noted Ending the HIV Epidemic (EHE) funds will provide benefits navigation.	

Agenda Item	Discussion/Action	Follow-Up Needed
b. Action: Approve the Board Letter to accept Ryan White Part A funds for FY 22.	Action: Recommend that HPG approve Board Letter to accept RW Part A and MAI funds for FY 22. M/S/C: Jacobs/Van Brocklin 6/0 Abstentions: Lochner Motion carries	
c. Action: Request for Letter of Support from HPG for UC San Diego grant application	The committee discussed the request for a Letter of Support from the HPG to the UCSD grant application and recommended the HPG not provide a letter of support, but the chair could provide a personal letter if they wished to do so.	
d. Action: Allow recommendations from Priority Setting and Resource Allocation Committee (PSRAC) for allocations to the FY 22 budget based on the Part A and MAI grant award to go directly to the HPG	The committee discussed this and noted no formal recommendation from Steering Committee was needed for the PSRAC to forward its recommendations directly to the HPG.	Forward any recommendations for allocations from the PSRAC to the HPG for approval at its June 22, 2022 meeting.
e. Information: Correction to reallocation approved by HPG on March 23, 2022	Rodney von Jaeger explained the error in the HPG approved action item from March 23, 2022, where the amounts used for each service category were taken from the RW Part A application; those numbers were 5% higher than the actual numbers, but the amount allocated to each service category was accurate and unchanged.	Provide an explanation at the HPG meeting on June 22, 2022.
f. Update: GTZ Community Engagement Project – 3-Year HIV Planning Group (HPG) Action Plan	i. Status of staff for overseeing/tracking progress. – No update.	
g. Update: Status of proposed changes to HPG Bylaws	The ad hoc committee for the HPG bylaws will reconvene to address two items from the findings of the Health Resources and Services Administration (HRSA) virtual site visit: <ul style="list-style-type: none"> • Per HRSA, a Statement of Confidentiality is required and this document needs to be added to list of documents required of new members and annually from all members in the bylaws. • The status of HPG members whose first or second term has expired must be outlined in the bylaws. Per HRSA, members may not vote or participate as an HPG 	

Agenda Item	Discussion/Action	Follow-Up Needed
	member once their term has expired even while pending reappointment to a second term or following expiration of the second term.	
h. Plan for review of COI Policy for SD HPG 09.12.19 and Conflict of Interest Disclosure Form for Planning Group Member and Members Elect	Rodney von Jaeger reviewed the draft COI policy and form from September 12, 2019 which the Steering Committee did not previously approve. The committee recommended double-checking the service categories listed in the document and show to the HPG for input.	Provide the updated COI policy and form to the HPG at the June 22, 2022 meeting.
i. Discussion: Plan for committees to address discrimination/anti-racism (based on concerns related to requirement for signed Confidentiality Agreement)	Dr. Jacobs discussed some potential facilitators to lead a discussion on race and culture and will share that information with staff.	Retain the topic on the July 2022 Steering Committee agenda.
j. Plan for Assessment of Administrative Mechanism	Rodney von Jaeger reviewed last year's process, including questions from the HPG members, a desk audit by the Recipient and a report generated by the Lead Health Planner. The committee recommended using this process again this year.	
k. Update: Preparation for in-person meetings	In San Diego COVID-19 cases are increasing and the Public Health Officer recommends County advisory bodies to continue meeting virtually; Rodney von Jaeger reviewed the special rules which currently allow meetings to occur virtually. If the conditions that allow virtual meetings to occur come to an end or the HPG decides to meet in person, staff would need to focus on logistics required to return to in-person meetings and would not be able to support hybrid meetings. feasible.	
l. Updated: Integrated Statewide Strategic plan	i. Strategies Committee and HSHB are planning to provide additional data from San Diego. The Recipient stated that a consultant is being identified to assist with the San Diego portion of the plan.	
m. Update: Filling HPG HOPWA seats	Mikie Lochner reported that there are two open seats on the HOPWA Housing Committee; one for an HPG member and one specifically for a Ryan White Part A Consumer.	

Agenda Item	Discussion/Action	Follow-Up Needed
n. Review 2022 HPG work plan	Rodney von Jaeger reviewed the HPG work plan, noting that a request for a waiver of core medical services is scheduled to come forward soon.	
10. Update and Budget Review from the HIV. STD. and Hepatitis Branch (HSHB) – Patrick Loose		
a. HSHB Monthly Report – May 2022	<p>The HSHB report was emailed out to committee members prior to the meeting and was included in the Power Point presentation. Patrick Loose highlighted:</p> <ul style="list-style-type: none"> • Several procurements are in progress, including one for Low-Barrier HIV Care, for clients unsuccessful in other models of care. • The notice of Part A and MAI grant award was received; there is an approximately \$600,000 increase over the previous year. The PSRAC will make recommendations to allocate and send to the HPG. • The virtual HRSA site visit went very well, with a few findings noted in the HSHB report. • The Capacity report is overall good; an outlier is that Psychiatry in the North and South regions have a wait of greater than 2 months. 	
b. Expenditure/Budget review – FY 22	The FY 21 budget ended with a \$586,581 balance in savings.	
c. Service Utilization Summary Report – May 2022	The report was included in the meeting materials packet.	
d. Monthly Client Service Evaluation (Goldenrod) report/CQM Update – May 2022	In May 2022; one Goldenrod was received for a RW provider; it was a positive remark.	
e. HRSA, CDC, and CDPH Policies and Procedures Updates	No updates	
f. Administrative Budget Review	No updated report available.	
11. Approval Meeting minutes from May 17, 2022	1:00 p.m. Quorum was lost, and the meeting ended. Approval of minutes tabled.	
12. Review committee attendance	Tabled	

Agenda Item	Discussion/Action	Follow-Up Needed
13. Future Agenda Items for Consideration		
<ul style="list-style-type: none"> a. Border Health (2023) b. Recommend HSHB work with providers to educated Consumers about all changes to Temporary Housing assistance 	Tabled	
14. Announcements:	Tabled.	
15. Confirm next meeting date and time/adjournment	Date: July 19, 2022 Time: 11:00 a.m. – 1:00 p.m. Location: WebEx	
16. Adjournment	1:00 p.m. due to loss of quorum.	



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WILMA J. WOOTEN, M.D., M.P.H.
PUBLIC HEALTH OFFICER

SAN DIEGO HIV PLANNING GROUP (HPG) STEERING COMMITTEE

Tuesday, July 19, 2022

11:00 a.m.

WebEx Meeting

DRAFT MINUTES

Quorum = 4

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

Committee Members absent: Allan Acevedo, Consumer Group

Agenda Item	Discussion/Action	Follow-Up Needed
1. Call to order,	Mikie Lochner called the meeting to order at 11:01 a.m. and noted the presence of a quorum via WebEx video teleconference.	
2. Action: Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e).	All votes at the meeting were taken by roll call. For each vote committee members' names were called, and each member provided a verbal vote. The chair stated that he would abstain from all votes unless there was a tie. Action: Find that the Committee has reconsidered the State of Emergency and that State and local officials continue to recommend measures to promote social distancing authorizing teleconferenced meetings pursuant to Government Code section 54953(e). Motion/Second/Count (M/S/C): Jacobs/Ransom 5/0 Abstentions: Lochner Motion carries	
3. Comments from the chair, moment of silence	The chair thanked Pride parade participants; the long-term survivors contingent was well received.	
4. Public comment	None	
5. Sharing our Concerns	None	

Agenda Item	Discussion/Action	Follow-Up Needed
6. Action: Review/approve the Steering Committee agenda for July 19, 2022	Action: Approve Steering Committee agenda for July 19, 2022 as presented: M/S/C: Van Brocklin/Jacobs Abstentions: Lochner Motion carries	
7. Action: Review/approve HPG meeting agendas	Action: Review/approve HPG meeting agendas for July 27, 2022, August 3, 2022, August 10, 2022, August 17, 2022, August 24, 2022, and August 31, 2022 as presented with the following changes: For the July 27 agenda, remove the training by County Counsel. For the August agendas remove the items highlighted in yellow (routine reports, minutes, etc.) M/S/C: Van Brocklin/Lewis Abstentions: Lochner Motion carries	
8. Committee Reports and Recommendations		
a. Membership Committee	Looking at open seats and requesting HPG members to help with recruitment; discussed the difficulty with getting a County Supervisor District 1 representative appointed.	
i. Recommendation for HPG Membership	There is a recommendation for membership for Felipe Garcia-Bigley as the HIV Prevention Provider representative (seat #38)	Forward the recommendation to the HPG for the July 27, 2022 meeting.
b. Priority Setting and Resource Allocations Committee	The committee has completed the FY 23 priority rankings and will begin the FY 23 budget allocations in level and reduction funding scenarios.	
i. Recommendations for reallocation of funds in FY 22 (the current fiscal year, March 1, 2022 – February 28, 2023)	Will look at FY 22 reallocation recommendations on Thursday, July 21, 2022 and forward to the HPG.	When completed, forward to the HPG for approval for the July 27, 2022 meeting.
ii. Recommendation(s) for priority rankings and service directions for FY 23 (next fiscal	Completed the priority rankings.	Forward to the HPG for approval for the July 27, 2022 meeting.

Agenda Item	Discussion/Action	Follow-Up Needed
year, March 1, 2023 – February 28, 2024)		
c. Consumer Group	Will not have quorum for July's meeting and will next meet in September.	
d. Strategies and Standards Committee	Working on the Getting to Zero (GTZ) Community Action Plan goals and the Justice, Equity, Diversity, and Inclusion/Intention (JEDI) principles implementation, will put forth recommendations to Steering in September and discuss a timeline.	
e. Medical Standards and Evaluation Committee (MSEC)	Volunteers are needed for the working group for the GTZ Action Plan components for the MSEC.	
9. Process and Governance Issues:		
a. Review: Public comments/HPG member comments/Suggestions to the Steering Committee from previous HPG meeting(s)	Rodney von Jaeger review comments from the June 22, 2022 HPG meeting. Amy Applebaum reviewed the process for getting ID cards paid for with Ryan White funds via Emergency Financial Assistance. The 3 suggestions to the Steering Committee are on today's meeting agenda to be discussed.	
b. Update: GTZ Community Engagement Project - 3-Year HIV Planning Group (HPG) Action Plan	Updates previously provided from the Strategies and Standards Committee and the MSEC.	
i. Status of staff for overseeing/tracking progress.	The Recipient's office is working on staff hiring.	
c. Update: Status of proposed changes to HPG Bylaws	The Ad hoc committee met to address 2 findings from the HRSA site visit. <ul style="list-style-type: none"> Conflict of Interest (COI) Policy and Disclosure Form HPG Members with expired terms. The revised Bylaws will be sent to County Counsel for review.	
d. Discussion/Potential Action: COI Policy and Conflict of Interest Disclosure Form for Planning	The committee reviewed the draft COI policy, which included feedback from an HPG member, and decided to include the following language: <ul style="list-style-type: none"> When an HPG member is not a committee member, but makes public comment at a 	Staff will include the recommended language to the policy and

Agenda Item	Discussion/Action	Follow-Up Needed
Group Member and Members Elect including feedback from HPG meeting	<p>committee meeting, the HPG member must declare their conflict.</p> <ul style="list-style-type: none"> COI may exist for RW Parts A and B funds, but not for other parts of RW or other funds for which the HPG has no allocation authority (Parts C, D, F, EHE funds, or CDC funds) <p>The committee decided the COI disclosure form is complete as presented and should be signed by HPG members.</p>	<p>return to the Steering Committee for review in September.</p> <p>After the policy has been approved, Staff will send the</p> <p>COI Disclosure form to HPG members to sign.</p>
e. Discussion: Plan for committees to address discrimination/anti-racism (based on concerns related to requirement for signed Confidentiality Agreement)	<p>Dr. Jacobs discussed her contact with potential facilitators, who each recommended the HPG do some work over a time period on this topic with short periods of time to process the information. She inquired what funding is available for consultants.</p> <p>The committee recommended requesting a proposal from prospective trainers regarding the time frame and cost.</p>	<p>Patrick Loose will check on the County's process for requesting proposals.</p>
f. Update: Preparation for in-person meetings	<p>No updates at present; there was concern expressed regarding in-person meetings because there is an increase in COVID-19 cases and hospitalizations.</p>	
g. Update: Integrated Statewide Strategic Plan		
i. Strategies Committee and HSHB planning to provide additional data from San Diego	<p>A request for quotation for a consultant to help with this work is in progress.</p>	
h. Action: Establish process for nomination of HPG member to Housing Committee	<p>The committee recommended the nomination process for representative seats include going to the HPG to request nominations for at least one month and the voting in a following month, reserving the right of the Chair to self-nominate/select.</p>	<p>Staff will add as an Action for the July 27, 2022 HPG agenda.</p>

Agenda Item	Discussion/Action	Follow-Up Needed
(Cinnamen Kubricky)	Housing Committee representative has been on the HPG agenda for the past 3 months. The committee recommended including the election as an action on the HPG agenda this month.	
i. Discussion: Clarification with Recipient's office regarding conflicts of interest for case managers.	Per clarification from the Recipient's Office, case managers are conflicted for service categories for which their agency receives Ryan White Part A/B funds but are not conflicted in service categories outside their agency that they arrange for clients.	
j. Project Officer Meeting Report: Difference between public comments and member discussion at meetings	Mikie Lochner explained that in HPG or committee meetings only HPG or committee members may participate in discussion and decision making. The public is welcome to provide comment before the action is discussed.	
k. Discussion: Consider recommending the Strategies and Standards Committee conduct an in-depth review of transportation standards to assure the everything required for the service category to function efficiently is in place	The committee discussed and recommended that the Strategies and Standards Committee develop a working group or task force to look at the Transportation service standards and review barriers to accessing transportation services; consider including an evaluation of transportation needs at appointments for all services. The Recipient recommended the CQM Committee first do a rapid review on barriers to accessing Transportation.	Review results of CQM Committee's rapid review in October.
l. Discussion: HPG member attendance, specifically members who only attend meeting for a brief time. Should there be a minimum time?	The committee discussed and decided to remind HPG members of their commitment to attend HPG and committee meetings and to inform staff if they will be late, absent or need to leave early to determine and maintain quorum requirements for each meeting.	
m. Trainings: Conflict of Interest (COI) Training from County Counsel; Training from Recipient regarding RW Parts C, D, and F and how they	Tabled	

Agenda Item	Discussion/Action	Follow-Up Needed
interact with Parts A & B		
n. Discussion: Status of August Steering Meeting	Tabled	
o. Review the 2022 HPG Work Plan	Tabled	
10. Update and Budget Review from the HIV. STD. and Hepatitis Branch (HSHB) – Patrick Loose		
a. HSHB Monthly Report - July 2022	Tabled	
b. FY 22 Expenditure/Budget review	Tabled	
c. Service Utilization Summary Report - through June 2022	Tabled	
d. Monthly Goldenrods CQM update - June 2022	Tabled	
e. HRSA, CDC and CDPH policies and procedures updates	Tabled	
f. Administrative Budget review - Rodney von Jaeger	Tabled	
11. Approval Meeting minutes from June 14, 2022	Tabled	
12. Review committee attendance	Tabled	
13. Future Agenda Items for Consideration		
a. Border Health (2023) b. Recommend HSHB work with providers to educated Consumers about all changes to Temporary Housing assistance	Tabled	
14. Announcements:	Tabled	
15. Confirm next meeting date and time/adjournment	Date: September 20, 2022 Time: 11:00 a.m. – 1:00 p.m. Location: WebEx	
16. Adjournment	1:02 p.m.	



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PUBLIC HEALTH OFFICER

SAN DIEGO HIV PLANNING GROUP (HPG) STEERING COMMITTEE

Tuesday, September 20, 2022

11:00 a.m.

WebEx Meeting

DRAFT MINUTES

Quorum = 4

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

Absent: Dr. Winston Tilghman, Medical Standards and Evaluations Committee

Agenda Item	Discussion/Action	Follow-Up Needed
1. Call to order,	Mikie Lochner called the meeting to order at 11:00 a.m. and noted the presence of a quorum via WebEx video teleconference.	
2. Action: Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e).	All votes at the meeting were taken by roll call. For each vote committee members' names were called, and each member provided a verbal vote. The chair stated that he would abstain from all votes unless there was a tie. Action: Find that the Committee has reconsidered the State of Emergency and that State and local officials continue to recommend measures to promote social distancing authorizing teleconferenced meetings pursuant to Government Code section 54953(e). Motion/Second/Count (M/S/C): Van Brocklin/Jacobs 4/0 Abstentions: Lochner Motion carries	

Agenda Item	Discussion/Action	Follow-Up Needed
3. Comments from the chair, moment of silence	The chair thanked attendees for their participation. A moment of silence was observed.	
4. Public comment	A member of the public stated it was difficult for the HPG to support seven committees and that the HPG bylaws needed to be modified.	
5. Sharing our Concerns	None	
6. Review/Approval of Steering Committee agenda for Tuesday, September 20, 2022	Action: Approve Steering Committee agenda for September 20, 2022 as presented: Public Comment: A member of the public noted voting for a chair for the Consumer Group was not on the agenda. M/S/C: Acevedo/Ransom 5/0 Abstentions: Lochner Motion carries	
7. Action: Review/approve HPG meeting agendas	Action: Review/approve HPG meeting agenda for September 28, 2022 with the noted change: Include a 10-minute presentation by Karla Quezada-Torres on the Presidential Advisory Council on HIV/AIDS (PACHA) meeting in Los Angeles. M/S/C: Jacobs/Lewis 5/0 Abstentions: Lochner Motion carries	
8. Committee Reports and Recommendations		
a. Membership Committee		
i. Recommendation for HPG Membership	There are no recommendations for HPG membership.	
ii. Recommendation for waiver for HPG member	Bob Lewis discussed the recommendation for a waiver for Ivann Reyna, who works for UC of San Diego (UCSD) and was appointed as the County Supervisor District 1 representative. There are presently four other HPG members who work at UCSD. Per the HPG Bylaws a waiver is needed if there are more than two persons on the HPG who are affiliated with one organization.	Staff will add developing a process to inform County Supervisors to the October 2022 Membership Committee agenda.

Agenda Item	Discussion/Action	Follow-Up Needed
	<p>The committee recommended the Membership Committee develop a process to inform Supervisors of a list of concerns regarding HPG membership prior to making appointments.</p> <p>Bob Lewis also discussed that James Rucker has accepted a position at the Family Health Centers of San Diego (FHCS), thus can no longer be in an unaffiliated Consumer seat. The committee discussed and recommended moving J. Rucker to the HIV Testing Representative seat (#42). A waiver will be needed as there will ultimately be three HPG members who are affiliated with FHCS.</p> <p>Motion: Move James Rucker to the HIV Testing Representative seat (#42) and modify the previously approved HPG agenda for September 28, 2022 to include this action item.</p> <p>M/S/C: Jacobs/Acevedo 4/0</p> <p>Abstentions: Lewis, Lochner</p> <p>Motion carries</p> <p>Bob Lewis then discussed membership challenges for the Membership Committee and the Consumer Group. The committee discussed and made a few potential recommendations:</p> <p>For Membership Committee:</p> <ul style="list-style-type: none"> • Ask senior HPG members to make a 6- or 9-month commitment to the Membership Committee. • Rhea Van Brocklin will join Membership Committee for 9 months. <p>For Consumer Group:</p> <ul style="list-style-type: none"> • Ask for volunteers for the Consumer Group. • Consider asking HPG consumer members to join the Consumer 	<p>Staff will update the September 28, 2022 HPG agenda.</p> <p>Staff will draft a document with a list of recommendations to take to the October 2022 Membership Committee meeting and the Consumer Group meeting.</p> <p>Staff will draft a document with a list of recommendations to take to the October 2022 the</p>

Agenda Item	Discussion/Action	Follow-Up Needed
	Group for 1 year during their first 4-year term as an HPG member.	Consumer Group meeting.
b. Priority Setting and Resource Allocations Committee (PSRAC)		
i. Recommendations for reallocation of funds in FY 22 (the current fiscal year, March 1, 2022 – February 28, 2023)	The action item information sheet was included in the meeting materials packet. Dr. Jacobs briefly summarized.	
c. Consumer Group	The Consumer Group is meeting tomorrow, Wednesday, September 21, 2022 and will discuss strategies to recruit new members.	
d. Strategies and Standards Committee	The committee is working on the Getting to Zero (GTZ) Community Action Plan, looking at implementation of the Justice, Equity, Diversity, and Inclusion (JEDI) principles, and will review the service standards prior to the next priority setting and budget allocation process.	
e. Medical Standards and Evaluation Committee (MSEC)	MSEC is working on the GTZ Action Plan and recommending revising some service standards including to improve access for virtual/tele-appointments, assessing clients for needed support services, updating clients' rights and responsibilities to allow family/support to attend care appointments, and developing gender-affirming standards for medical care for Transgender persons.	
9. Process and Governance Issues:		
a. Review: Public comments/HPG member comments/Suggestions to the Steering Committee from previous HPG meeting(s)	A summary document of all comments from the past four HPG meetings were included in the meeting material packet. Regarding the public comment from the August 3, 2022 HPG meeting the committee noted public comment should not include personal attacks or abusive language and would like to review the rules the County Board of Supervisors (CBOS) use for public comment.	Staff will obtain the rules for CBOS public comment for review at the October 2022 Steering Committee meeting.

Agenda Item	Discussion/Action	Follow-Up Needed
b. Update: GTZ Community Engagement Project - 3-Year HIV Planning Group (HPG) Action Plan	Dr. Jacobs, who was hired as the consultant to oversee and track progress of the GTZ Action Plan, discussed that she met with committee chairs and reviewed the crosswalk of action items, including the recruitment plan, addressing anti-racism, mistrust, planning trainings, and a retreat.	
c. Update: Status of proposed changes to HPG Bylaws	The draft bylaws have been submitted to County Counsel and awaiting a response.	
d. Action: Conflict of Interest (COI) Policy and COI Disclosure Form for Planning Group Member and Members Elect including feedback from HPG meeting	Rodney von Jaeger reviewed the updated COI policy and disclosure form. Action: Accept the presented COI policy and disclosure form. M/S/C: Jacobs/Lewis 5/0 Abstentions: Lochner Motion carries Training to the HPG will occur at the October 2022 HPG meeting.	Staff will get all HPG members to sign and thereafter signed each March along with the Form 700.
e. Discussion: Plan for committees to address discrimination/anti-racism (based on concerns related to requirement for signed Confidentiality Agreement)	The County has pre-qualified trainers the HPG can use or trainers from the Regional Training Center. If the HPG wants to use a trainer outside of those options, a Request for Proposal (RFP) or Request for Qualification (RFQ) process must be completed, which could take several months. The committee recommended the Strategies and Standards Committee review this, recommend a consultant and return to the Steering Committee with the recommendation .	Refer to Strategies and Standards Committee for a recommendation.
f. Update: Preparation for in-person meetings	Rodney von Jaeger reviewed possible locations the HPG could have in-person meetings and noted that there still are several deaths per day from COVID; also the County Public Health Officer continues to recommend maintaining social distancing and to meet virtually. Staff will need to purchase audio equipment for approx. \$1,000; there are savings as there have been no food or mileage reimbursement expenses.	

Agenda Item	Discussion/Action	Follow-Up Needed
g. Update: Integrated Statewide Strategic Plan	Shannon Ransom noted when the Statewide Integrated Plan is completed, San Diego can develop some specific local plans within that plan.	
h. Discussion: Consider recommending the Strategies and Standards Committee conduct an in-depth review of transportation standards to assure the everything required for the service category to function efficiently is in place	Lauren Brookshire discussed the report from the Quality Management Committee on Transportation service barriers, which has been reformatted into a key finding document by Drs. Riley and Walker and will be presented to the Strategies and Standards Committee.	
i. Update: Committee Review/Members terms - HPG Roster that includes when terms expire will be included in HPG meeting packets twice per year (March/Oct)	The committee discussed and recommended including the list of HPG members' terms and vacant seats to the member monthly, 1 week before the HPG meeting and separate from the HPG material/packet.	Staff will send the term/vacant seat list to HPG members monthly.
j. Discussion: Standardized practice for Public Comment at HPG and Committees	Mikie Lochner recommended this be discussed outside of the meeting and returned for input at the next meeting.	
k. Discussion: Recognition for exiting HPG members	Action: Provide a Certificate of Appreciation to exiting HPG members. M/S/C: Jacobs/Ransom Abstentions: Lochner 4/0 Motion carries	
l. Follow-up: Assessment of the Administrative Mechanism report	Rodney von Jaeger reviewed the updated report for the Assessment of the Administrative Mechanism which included a response to the question asked at the August 2022 HPG meeting.	
m. Review the 2022 HPG Work Plan - Add the following presentations as future agenda items	Staff will work with Mikie Lochner to add the following trainings to the HPG work plan. i. From Aging and Independent Services; Assistance available for finding assisted living facilities ii. From Community Based Organization (CBO); Service	Staff will update the plan with HPG Chair Mikie Lochner.

Agenda Item	Discussion/Action	Follow-Up Needed
	<p>available for aging PLWH and needs of long-term survivors</p> <p>iii. From Support Staff and Recipient's Office; Programs and resource for the Transgender community; Data available for RW planning</p> <p>iv. From Support Staff; Training regarding new COI policy and documents</p> <p>v. From County Counsel, prior to Priority Ranking process; General COI Training for advisory board members</p> <p>vi. From Recipient's Office; RW Parts C, D, and F and how they interact with Parts A & B</p>	
10. Update and Budget Review from the HIV. STD. and Hepatitis Branch (HSHB) – Patrick Loose		
a. HSHB Monthly Report – September 2022	The report was mailed to committee members prior to the meeting.	
b. FY 22 Expenditure/Budget review	No updated information.	
c. Service Utilization Summary Report – August 2022	The report was included in the meeting materials packet.	
d. Monthly Goldenrods CQM update – August 2022	The report was included in the meeting materials packet.	
e. HRSA, CDC and CDPH policies and procedures updates	No updates	
f. Administrative Budget review - Rodney von Jaeger	Rodney von Jaeger noted there have been savings due to no food or gas reimbursement expenditures.	
11. Approval Meeting minutes from June 14, 2022 and July 19, 2022	Tabled	
12. Review follow-up items from the minutes	Tabled	
13. Review committee attendance	Tabled	
14. Future Agenda Items for Consideration		
a. Border Health (2023)		
b. Recommend HSHB work		

Agenda Item	Discussion/Action	Follow-Up Needed
with providers to educated Consumers about all changes to Temporary Housing assistance		
15. Announcements:	<ul style="list-style-type: none"> • The HPG Orientation will be Thursday, October 20, 2022 2:00 – 4:00 p.m. • The Truax nomination forms are available. • The AIDS Walk is this Saturday, September 24, 2022. 	
16. Confirm next meeting date and time/adjournment	Date: October 18, 2022 Time: 11:00 a.m. – 1:00 p.m. Location: WebEx	
17. Adjournment	1:01 p.m.	



County of San Diego

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WILMA J. WOOTEN, M.D., M.P.H.
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SAN DIEGO HIV PLANNING GROUP (HPG) STEERING COMMITTEE

Tuesday, October 18, 2022

11:00 a.m.

WebEx Meeting

DRAFT MINUTES

Quorum = 4

Committee Members: Allan Acevedo, Consumer Group / Dr. Delores Jacobs, Priority Setting and Resource Allocation Committee / Mikie Lochner, Chair / Shannon Ransom, Strategies & Standards Committee / Rhea Van Brocklin, Vice-Chair

Absent: Bob Lewis, Membership Committee / Dr. Winston Tilghman, Medical Standards and Evaluations Committee

Agenda Item	Discussion/Action	Follow-Up Needed
1. Call to order,	Mikie Lochner called the meeting to order at 11:00 a.m. and noted the presence of a quorum via WebEx video teleconference.	
2. Action: Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e).	All votes at the meeting were taken by roll call. For each vote committee members' names were called, and each member provided a verbal vote. Action: Find that the Committee has reconsidered the State of Emergency and that State and local officials continue to recommend measures to promote social distancing authorizing teleconferenced meetings pursuant to Government Code section 54953(e). Motion/Second/Count (M/S/C): Van Brocklin/Jacobs 3/0 Abstentions: Lochner Motion carries	

Agenda Item	Discussion/Action	Follow-Up Needed
3. Comments from the chair, moment of silence	The chair thanked attendees for their participation and for working together. A moment of silence was observed.	
4. Public comment	A member of the public recommended that public comment occurs after a motion and second is made, before the members' discussion. They also stated they preferred the Zoom platform over WebEx for virtual meetings.	
5. Sharing our Concerns	A member of the committee noted that open enrollment is until December 7, 2022 for Medicare Part D.	
6. Review/Approval of Steering Committee agenda for Tuesday, October 18, 2022	Action: Approve Steering Committee agenda for October 18, 2022 as presented: M/S/C: Acevedo/Ransom 4/0 Abstentions: Lochner Motion carries	
7. Action: Review/approve HPG meeting agenda	Action: Review/approve HPG meeting agenda for October 26, 2022 (included in the meeting packet). M/S/C: Jacobs/Van Brocklin 4/0 Abstentions: Lochner Motion carries	
8. Committee Reports and Recommendations		
a. Membership Committee	There are no recommendations for HPG membership currently. Felipe Garcia-Bigley has been appointed to the HPG by the Board of Supervisors. The appointment of Jeffery Weber and seat change for James Rucker are pending.	
b. Priority Setting and Resource Allocations Committee (PSRAC)	Dr. Jacobs discussed the action item for reallocation recommendations, which was included in the meeting materials packet. They also discussed the PSRAC's plan to review all reallocations for the year, comparing it to the next fiscal year's allocation and looking at last year's budget.	Forward to the HPG for approval on October 26, 2022.
c. Consumer Group	Allan Acevedo discussed the difficulty of getting people to attend the meetings and the plan to rename the group.	

Agenda Item	Discussion/Action	Follow-Up Needed
d. Strategies and Standards	Shannon Ransom discussed the action item for changes to the Universal Service Standards; planning for the implementation of the Justice, Equity, Diversity, and Inclusion (JEDI) principles; the committee will review the service standards for Transportation and recommend updates as needed.	Forward to the HPG for approval on October 26, 2022.
e. Medical Standards and Evaluation (MSEC)	The MSEC made recommendations for changes to the Universal Service Standards and reviewed/updated the chart review tool.	
f. Steering Committee	Action: Approve Board Letter to accept additional Ending the HIV Epidemic (EHE) funding. M/S/C: Jacobs/Van Brocklin 4/0 Abstentions: Lochner Motion carries	Forward to the HPG for approval on October 26, 2022.
g. Discussion: Brief written committee reports for Steering/HPG meeting	Mikie Lochner requested committee chairs to submit a 2 -3 sentence report to staff which will be included in future Steering Committee packets. The committee discussed and would like to also have the option to provide brief clarifying or update statements at the committee meeting.	Support staff will send reminders to committee chairs to submit written reports.
9. Process and Governance Issues:		
a. Review: Public comments/HPG member comments/Suggestions to the Steering Committee from previous HPG meeting(s)	Comments from the September 28, 2022 HPG meeting were reviewed.	
b. Review public comment process used by the County Board of Supervisors (BOS)	The committee reviewed the County BOS public comment process, the Code of Discourse slide and recommended using the latter at all HPG and committee meeting. They requested staff to review the BOS process and remove any items that are not relevant to the HPG.	Staff will include the Code of Discourse slide in HPG and committee meetings and will review/edit the BOS process for the next Steering Committee meeting.

Agenda Item	Discussion/Action	Follow-Up Needed
c. Update: Getting to Zero (GTZ)Community Engagement Project - 3-Year HIV Planning Group (HPG) Action Plan	Dr. Jacobs noted that the recommendations and actions of the plan are being reviewed at committees, including at MSEG and Standards and Evaluation Committee; Membership Committee will draft a recruitment plan; HPG Support Staff have new personnel with communication and graphic skills, PSRAC continues to look at RW mental health services capacity.	
d. Update: Status of proposed changes to HPG Bylaws	The HPG bylaws are pending review by County Counsel.	
e. Action: Conflict of Interest (COI) Policy and COI Disclosure Form for Planning Group Member and Members Elect	Rodney von Jaeger will provide a training on new policy at the October 26, 2022 HPG meeting with follow-up at committee meetings.	
f. Update: Recommendations regarding discrimination/anti-racism training.	Will plan to have this included in the HPG retreat.	
g. Update: Preparation for in-person meetings/Retreat planning	The Governor has announced that the state of emergency for COVID may end after February 28, 2023. If the provisions on teleconferencing change, we are considering in-person meetings in March or April 2023. The committee recommended having the HPG Retreat on March 29, 2022 10:00 a.m. – 2:00 p.m.; staff will investigate the availability of The LGBT Center and/or the Main Public Library.	
h. Update: Integrated Statewide Strategic Plan	Strategies and Standards Committee will consider aspects relevant to San Diego County.	
i. Discussion: Recognition for Joe Zilvinskis	A certificate of appreciation will be presented to Joe Zilvinskis at the December 2023 HPG meeting.	

Agenda Item	Discussion/Action	Follow-Up Needed
j. Action: Consumer Group name change to Community Engagement Group	Action: Approve the name change for the Consumer Group to Community Engagement Group M/S/C: Consumer Group 4/0 Abstentions: Lochner Motion carries	
k. Discussion: Process for referring items from committees to the Steering Committee	Mikie Lochner requested committees to consider if issues can be resolve at the specific committee before referring to the Steering Committee.	
l. Review 2022 HPG Work Plan and 2023 DRAFT Work Plan	Reviewed	
m. Discussion: November and December meeting schedule	The committee decided not to have a November Steering Committee or HPG meeting; the December Steering Committee will be moved to December 13, 2022 and the December HPG meeting will be moved to December 21, 2022. (Note: In the meeting the chair noted the December meeting dates for Steering Committee and HPG as Dec. 6, 2022 and Dec.14, 2022, respectively, however those are not the dates upon which the HPG had previously agreed)	
10. Update and Budget Review from the HIV. STD. and Hepatitis Branch (HSHB) – Patrick Loose		
a. HSHB Monthly Report – October 2022	Lauren Brookshire highlighted items in the HSHB report, including: <ul style="list-style-type: none"> • HSHB staff have moved to the South Bay Wellness Center in Chula Vista. • Case numbers for COVID and Monkeypox (MPX) are declining, the emergency for MPX may be lifted within the next 2 months. • There are several procurements pending. 	

Agenda Item	Discussion/Action	Follow-Up Needed
	<ul style="list-style-type: none"> • The Getting to Zero (GTZ) Mobile App Resource Guide is expected by the end of 2022. • The Non-competing continuing report for RW Part A funds was submitted on October 3, 2022. 	
b. FY 22 Expenditure/Budget review	<p>The expenditure reports were included in the meeting materials packet. Lauren Brookshire highlighted:</p> <ul style="list-style-type: none"> • Overall, at 50% of the fiscal year expended, approx. 42% of funds have been expended, which is approx. \$800,000 in savings. There are savings in several service categories, with higher expenditures in Emergency Housing Assistance. • Other funding/Part B funds there is some underspending; HSHB will reallocate the funds. 	
c. Service Utilization Summary Report – September 2022	<p>The report was included in the meeting materials packet; Lauren Brookshire highlighted:</p> <ul style="list-style-type: none"> • Through September 2022, an approx. 10% decrease in utilization compared to the previous year. • Viral suppression is 91% for clients with a viral load test. • The system capacity assessment shows there is a delay in getting mental health appointments in the North region, appointments are available in other regions. For Psychiatric Medication Mgmt there is a 1 month wait in the East region. 	
d. Monthly Client Service Evaluation (Goldenrods) CQM update – September 2022	<p>In September 2022, two Goldenrods were received for RW providers; both were positive remarks.</p>	
e. HRSA, CDC and CDPH policies and procedures updates	<p>No updates</p>	

Agenda Item	Discussion/Action	Follow-Up Needed
f. Administrative Budget review - Rodney von Jaeger	Rodney von Jaeger reviewed the Admin. Budget, which was included in the meeting materials packet.	
11. Approval Meeting minutes from June 14, 2022, July 19, 2022, and September 20, 2022.	Action: Approve meeting minutes of June 14, 2022, July 19, 2022, and September 20, 2022 as presented. M/S/C: Acevedo/Van Brocklin 3/1 Abstentions: Lochner Motion carries	
12. Review follow-up items from the minutes	Tabled	
13. Review committee attendance	Tabled	
14. Future Agenda Items for Consideration	Tabled	
15. Announcements:	Tabled	
16. Confirm next meeting date and time/adjournment	Date: December 6, 2022 Time: 11:00 a.m. – 1:00 p.m. Location: WebEx	
17. Adjournment	1:05 p.m.	



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SAN DIEGO HIV PLANNING GROUP (HPG) STRATEGIES AND STANDARDS COMMITTEE

Tuesday, October 4, 2022
11:30 AM – 1:00 PM
Meeting by ZOOM

DRAFT MINUTES
Quorum = Seven (7)

Present: Amy Applebaum, Beth Davenport, Lucia Franco, Liz Johnson, Joseph Mora, Venice Price, Shannon Ransom (Chair), Dr. Winston Tilghman, Jeff Weber, Michael Wimpie

Absent: Allan Acevedo (Co-Chair), Moira Mar-Tang, Rhea Van Brocklin (Resigned prior to meeting)

Agenda Item	Action	Follow-up
1. Call to order	Shannon Ransom established that a quorum was present and called the meeting to order at 11:31 AM. Jeffery Weber was introduced as a recent addition to the committee, and Joyce Ann Eclarino was introduced as a new HIV Planning Group support staff member.	
2. ACTION ITEM: Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e)	Motion: Recognize that there is a continued proclaimed state of emergency, and State and local officials have imposed or recommended measures to promote social distancing authorizing teleconferenced meetings pursuant to Government Code section 54953(e). Motion/Second/Count (M/S/C): Applebaum/Wimpie 9/0 Abstention(s): Ransom (abstaining from this and all following votes for remainder of meeting unless there is a tie) Motion carries	
3. Public Comment/Sharing our Concerns	A member of the community stated that many other meetings were being held in-person and questioned why the committee continues to	

Agenda Item	Action	Follow-up
	meet virtually. They also stated that they would like to see a new service category added for housing between Emergency Housing and Partial Assistance Rental Subsidy (PARS).	
4. Review and approve the agenda for October 4, 2022	Motion: Approve the agenda for the October 4, 2022 meeting as presented. M/S/C: Johnson/Wimpie 9/0 Abstention(s): Ransom Motion carries	
5. Review and approve the Minutes for September 6, 2022	Motion: Approve the minutes for the September 6, 2022 meeting as presented. M/S/C: Johnson/Mora 8/0 Abstentions: Ransom/Weber Motion carries	
6. Review follow up items from the last meeting	<p>The Committee work plan and consumer internet access will be discussed during today's meeting.</p> <p>Lauren Brookshire reported that the annual Ryan White Enrollment paperwork reduction process has taken longer than anticipated but should be completed soon.</p>	
7. Old Business		
a) Discussion: Getting to Zero 3-Yr Action Plan - Consider recommendations from MSEC regarding changes to standards	i. ACTION: Update Universal Standards to ensure that clients, if interested, can participate in virtual medical visits. Dr. Jacobs presented updates to the Universal Standards developed with the Medical Standards and Evaluations Committee (MSEC) for the members to consider. Motion: Approve update to Universal Standards as described in the "Memo Materials for your meeting Tuesday 10/4" by Dr. Jacobs included in the meeting packet. Discussion: During the COVID-19 State of Emergency, Ryan White (RW) funds can be used to pay for equipment and service up to a set limit. This is paid out of Emergency Assistance or reallocation of funds at the Provider level. However, RW is a payor of	Forward to the HPG for review and approval at the October 26, 2022 meeting.

Agenda Item	Action	Follow-up
	<p>last resort, and other options should be used whenever available. For example, the County Library has Chromebooks available, but Consumer would still have to have access to the internet. Once the State of Emergency ends, this accommodation will no longer be in effect and will need to be revisited.</p> <p>M/S/C: Johnson/Tilghman 9/0 Abstention(s): Ransom Motion carries</p>	
	<p>ii. ACTION: Update Universal Standards/Intake Requirements to include specific service information and assessments</p> <p>Dr. Jacobs presented updates to the Universal Standards that were developed with the Medical Standards and Evaluations Committee for the members to consider.</p> <p>M/S/C: Johnson/Tilghman 9/0 Abstention(s): Ransom Motion carries</p>	<p>Forward to the HPG for review and approval at the October 26, 2022 meeting.</p>
	<p>iii. ACTION: Update Client Rights and Responsibilities to support inclusion of family and/or other identified support.</p> <p>Dr. Jacobs presented updates to the Universal Standards that were developed with the Medical Standards and Evaluations committee for the members to consider.</p> <p>M/S/C: Johnson/Wimpie 9/0 Abstention(s): Ransom Motion carries</p>	<p>Forward to the HPG for review and approval at the October 26, 2022 meeting.</p>
	<p>iv. ACTION: Update Universal Standards to include requirements for serving transgender clients</p> <p>Dr. Jacobs presented updates to the Universal Standards that were developed with the Medical Standards and Evaluations committee for the members to consider.</p> <p>M/S/C: Johnson/Applebaum 9/0</p>	<p>Forward to the HPG for review and approval at the October 26, 2022 meeting.</p>

Agenda Item	Action	Follow-up
	Abstention(s): Ransom Motion carries	
b) Discussion: Implementation of the Justice, Equity, Diversity, and Inclusion (JEDI) Principles	<p>Discussion led by Dr. Jacobs. Review priorities discussed at last meeting. Committee discusses mechanisms and activities and agreed to form a new JEDI Work Group to work on implementing the JEDI principles. This group should include new members of the committee and HPG to ensure that new voices are included in the process. The group would ideally include the HPG Vice-Chair and members from other committees. Dr. Jacobs suggested Raniyah Copeland as a consultant to organize training and discussion for HPG. Need to coordinate with the Recipient's office regarding contracting. HPG Leadership who are not in this workgroup can help to ensure inclusion and participation from all committees.</p> <p>The work group may begin by working on land acknowledgement while working to bring in other members. The committee agreed to form a work group.</p>	Form a work group for implementing the JEDI principles.
c) Consider changes to Transportation Standards and/or Universal Standards to add a requirement that Consumers be assessed for transportation needs	Tabled, keep on the agenda for next month.	
d) Review Universal Standards for sensitivity to and language regarding accessibility/disability needs of RW consumers.	Tabled, keep on the agenda for next month.	
8. New Business		
a) None		
9. Routine Business		
a) None		

Agenda Item	Action	Follow-up
10. Update Committee Work Plan		
a) Upcoming Trainings	<p>Include presentations related to developing strategies so that committee can be proactive in reviewing information and developing recommendations for the Priority Setting and Resource Allocation Committee (PSRAC) of the HPG.</p> <p>The work plan will start with gap analysis and HIV prevention services, hopefully in January 2023. Need to work with Dr. Tweeten to include Epidemiology when setting the timeline for training. Also include data on PrEP program and Hepatitis C elimination efforts.</p>	
11. Recommendations to HPG, HPG committees, and requests of recipient	None.	
12. Suggested items for the future committee agenda	None.	
13. Announcements	<p>HPG Orientation on Oct 20, 2022 from 2:00 PM – 4:00 PM. The flyer is in the packet.</p> <p>Truax Award Nominations are due by Oct 15, 2022.</p>	
14. Confirm next meeting date and time	<p>Tuesday, November 1, 2022 at 11:30 AM</p> <p>Location: Zoom</p>	
15. Adjournment	Meeting adjourned at 1:00 PM.	



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SAN DIEGO HIV PLANNING GROUP (HPG) STRATEGIES AND STANDARDS COMMITTEE

Tuesday, November 1, 2022
11:30 AM – 1:00 PM
Meeting by ZOOM

DRAFT MINUTES
Quorum = Seven (7)

Members Present: Allan Acevedo (Co-Chair) Amy Applebaum, Beth Davenport, Moira Mar-Tang, Joseph Mora, Venice Price, Shannon Ransom (Chair), Dr. Winston Tilghman, Jeffery Weber, Michael Wimpie

Members Absent: Lucia Franco, Liz Johnson

Agenda Item	Action	Follow-up
1. Call to order	Shannon Ransom established that a quorum was present and called the meeting to order at 11:31 AM.	
2. ACTION ITEM: Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e)	Motion: Recognize that there is a continued proclaimed state of emergency, and State and local officials have imposed or recommended measures to promote social distancing authorizing teleconferenced meetings pursuant to Government Code section 54953(e). Motion/Second/Count (M/S/C): Applebaum/Acevedo 8/0 Abstention(s): Ransom (abstaining from this and all following votes for remainder of meeting unless there is a tie) Motion carries	
3. Public Comment/Sharing our Concerns	A member of the public expressed concern on the ambiguity of messaging between Getting to Zero and End the Epidemic. The goals of the HIV Planning Group are mostly aligned with Getting to Zero. There was a suggestion to summarize Getting to Zero program and	

Agenda Item	Action	Follow-up
	move on to focus on goals and terminology from End the Epidemic.	
4. Review and approve the agenda for November 1, 2022	Motion: Approve the agenda for the November 1, 2022 meeting as presented. M/S/C: Davenport/Applebaum 8/0 Abstention(s): Ransom Motion carries	
5. Review and approve the Minutes for October 4, 2022	Motion: Approve the minutes for the October 4, 2022 meeting as presented. M/S/C: Applebaum/Davenport 7/0 Abstentions: Ransom, Mar-Tang Motion carries	
6. Review follow up items from the last meeting	Changes to Universal Standards have been approved.	
7. Old Business		
a) Getting to Zero Community Engagement Plan i. JEDI Principles Implementation	<p>Discussion led by Dr. Delores Jacobs on Getting to Zero Community Engagement Plan updates.</p> <p>Next step is to look at how to best support and select what mechanism to use for the Justice, Equity, Diversity, and Inclusion (JEDI) Principles that were adopted. The committee recommended putting together a new taskforce for support and to act further on those principles. The composition of the taskforce would include at least two (2) Consumers and two (2) Committee Vice-Chairs. The Taskforce would report out at the HPG Retreat in March 2023. A consultant would assist the taskforce with trainings on work force diversity and cultural competency as well as committee dialogue. Taskforce would also begin work with choosing how JEDI Principles are displayed for HPG and other committees.</p> <p>A Work Group will be convened to work on the second part of this charge and will return recommendations to the committee.</p> <p>The following members were interested in joining the taskforce: Liz Johnson, Amy Applebaum, Jeffery Weber, Joe Mora, Michael Wimpie, and Allan Acevedo.</p>	HIV Planning Group (HPG) support staff will ask for year of birth and home district to report member representativeness

Agenda Item	Action	Follow-up
ii. Follow up – Representative RW HIV workforce and future item	A consultant is currently preparing a proposal that will go to the Recipient's office.	
b) Update: Integrated Statewide Strategic Plan	Discussion led by Lauren Brookshire. The California Department of Public Health (CDPH) has provided a draft of the Integrated Plan and is looking for feedback. Document will go to members for feedback. Recipient's office to coordinate with HPG Chair before sending document out for any feedback.	HPG Support Staff will send integrated plan or links to committee members.
c) Consider changes to Transportation Standards and/or Universal Standards to add a requirement that Consumers be assessed for transportation needs	<p>A summary of transportation services was reviewed. Recipient has contacted Health Resources and Services Administration (HRSA) Project Officer for additional information regarding direct and indirect expenses and ride length.</p> <p>Recipient is working on steps that have been identified to streamline eligibility and intake, especially when a Consumer needs transportation as a standalone service. System may do a better job providing reoccurring needs but may be especially problematic for one time: emergency or non-reoccurring need.</p>	Retain on the agenda for future meetings.
d) Review Universal Standards for sensitivity to and language regarding accessibility/disability needs of RW consumers.	Recipient's office working to develop draft/language. Staff will request an update for the December meeting.	Staff will follow-up with the Recipient's office on the draft language.
8. New Business		
a) Recommendation from Priority Setting and Resource Allocation Committee (PSRAC) to review service guidelines related to Psychosocial Services (regions, populations)	Dr. Jacobs reviewed the recommendations from PSRAC, which asks the Committee to consider if a minimum standard for psychosocial support services should be established for regions and special populations. Ideally this will involve input from Community Engagement (Consumer) Group. Strategies & Standards Committee to review standards as an Action Item. The decision should be made using any available national and regional data.	Keep on agenda for December 6, 2022 meeting.

Agenda Item	Action	Follow-up
b) Brief Conflict of Interest (COI) Training	Conflict of interest presentation by Rodney von Jaeger. Members will receive an HPG COI form to complete and return within the next two weeks.	
9. Update Committee Work Plan		
a) Upcoming Trainings	Committee Work Plan is being drafted and will be reviewed at future meetings.	
10. Recommendations to HPG, HPG committees, and requests of recipient	None.	
11. Suggested items for the future committee agenda	None.	
12. Announcements	<p>Truax Award Nominations are due by 11:59 PM on November 1, 2022.</p> <p>The 4th Annual University of California San Diego Transgender Healthcare Symposium is on December 17, 2022. https://medschool.ucsd.edu/education/cme/learners/education/Pages/transgender-healthcare-symposium.aspx</p>	
13. Confirm next meeting date and time	Tuesday, December 6, 2022 at 11:30 AM Location: Zoom	
14. Adjournment	Meeting adjourned at 1:04 PM.	



County of San Diego

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WILMA J. WOOTEN, M.D., M.P.H.
PUBLIC HEALTH OFFICER

SAN DIEGO HIV PLANNING GROUP (HPG) STRATEGIES AND STANDARDS COMMITTEE

Tuesday, December 6, 2022
11:30 AM – 1:00 PM
Meeting by ZOOM

DRAFT MINUTES
Quorum = Seven (7)

Members Present: Amy Applebaum, Beth Davenport, Lucia Franco, Moira Mar-Tang, Joseph Mora, Venice Price, Shannon Ransom (Chair), Jeffery Weber, Michael Wimpie

Members Absent: Allan Acevedo (Co-Chair), Liz Johnson, Dr. Winston Tilghman

Agenda Item	Action	Follow-up
1. Call to order	Shannon Ransom established that a quorum was present and called the meeting to order at 11:34 AM.	
2. ACTION ITEM: Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e)	Motion: Recognize that there is a continued proclaimed state of emergency, and State and local officials have imposed or recommended measures to promote social distancing authorizing teleconferenced meetings pursuant to Government Code section 54953(e). Motion/Second/Count (M/S/C): Applebaum/Davenport 8/0 Abstention(s): Ransom Motion carries	
3. Public Comment/Sharing our Concerns	Congratulations to Beth Davenport for earning her Ph.D.	
4. Review and approve the agenda for December 6, 2022	Motion: Approve the agenda for the December 6, 2022 meeting as presented. M/S/C: Davenport/Weber 8/0 Abstention(s): Ransom Motion carries	

Agenda Item	Action	Follow-up
5. Review and approve the Minutes for November 1, 2022	Motion: Approve the minutes for the November 1, 2022 meeting as presented. M/S/C: Applebaum/Weber 8/0 Abstentions: Ransom Motion carries	
6. Review follow up items from the last meeting	a) Getting to Zero Community Engagement Plan <ul style="list-style-type: none"> a. Pending: HIV Planning Group (HPG) support staff will ask for year of birth and home district to report member representativeness b) Integrated Statewide Strategic Plan <ul style="list-style-type: none"> a. Complete: HPG Support Staff will send an integrated plan or links to committee members. c) Review Universal Standards to include Competency Standards for Disability and Trauma Informed Care <ul style="list-style-type: none"> a. Complete: Staff will follow-up with the Recipient's office on the draft language. 	
7. Old Business		
a) Getting to Zero Community Engagement Plan <ul style="list-style-type: none"> i. JEDI Principles Implementation 	Discussion led by Dr. Delores Jacobs on Getting to Zero Community Engagement Plan updates. Last meeting several members volunteered to be a part of the working taskforce. Task force will work on retreat goals. The retreat is tentatively scheduled for the end of March 2023.	
<ul style="list-style-type: none"> ii. Follow up – Representative RW HIV workforce and future item 	A consultant is preparing a proposal that will go to the Recipient's office. Further discussion will take place at Agenda Item 7d).	
b) Update: Integrated Statewide Strategic Plan	Discussion led by Patrick Loose. The California Department of Public Health (CDPH) has provided a draft of the Integrated Plan and is looking for additional feedback. Feedback is open for Phase II implementation. The following link was provided for the draft Integrated Plan: https://assets.adobe.com/public/0ffc8d38-5cd7-4bf8-69b8-8cb2497f4ead	

Agenda Item	Action	Follow-up
c) Consider changes to Transportation Standards and/or Universal Standards to add a requirement that Consumers be assessed for transportation needs	<p>Dr. Jacobs led the discussion, and transportation services were reviewed.</p> <p>People served inside and outside the Ryan White system do not have easy access to transportation. Transportation, as it is currently deployed to various providers who create some internal infrastructures, does a great job of serving their clients, but consumers without case management have a challenging time accessing transportation. Potential barriers to access that were mentioned included redundant documentation, differences in types of transportation options and procedures required, the cost of gas, and childcare responsibilities.</p> <p>Patrick Loose from HSHB reported that they are working with Administrative Services on a universal eligibility process to eliminate the need for individual providers to request redundant documentation and hope for completion by March 2023.</p> <p>Members agreed to bring the topic of changes to the Transportation Standards for Clinical Quality Management (CQM) Committee rather than creating a separate work group. Regarding timing, it was stated that the projected work time and implementation process may take longer than two (2) months to complete.</p>	HPG Support Staff will coordinate with Dr. Dustin Walker and CQM to get the announcement the about the next CQM meeting on December 20, 2022.
d) Review Universal Standards to include competency standards for disability and trauma informed care	<p>Drafts of competency standards for disability and trauma informed care were presented at the meeting, Dr. Jacobs suggested that “Cultural Humility and Competency” be used in place of “Cultural competency”</p> <p>Dr. Jacobs will work on additional revisions to Trauma Informed Care.</p>	HPG Support Staff to put together draft of competency standards with tracked changes to present at next meeting.
e) Recommendation from Priority Setting and Resource Allocation Committee (PSRAC) to review service directive related to	<p>Motion: Recommendation of service directive related to Psychosocial Services as provided in meeting packet.</p> <p>M/S/C: Wimpie/Mora 8/0</p> <p>Abstention(s): Ransom</p> <p>Motion carries</p>	Forward the recommendation for approval of service directives related to Psychosocial Services to the Steering Committee for concurrence.

Agenda Item	Action	Follow-up
Psychosocial Services (regions, populations)		
8. New Business		
a) Conflict of Interest (COI) Update	This will be done in the new year with Form 700, Ethics training, and other requirements.	
9. Update Committee Work Plan		
a) Upcoming Trainings	<p>Presentation by UCSD Molecular Biology Group – Triumph Study</p> <p>a) No date solidified yet. Work with Dr. Susan Little to set up a training/presentation in January or February 2023 regarding the Triumph Study.</p>	
10. Recommendations to HPG, HPG committees, and requests of recipient	None currently.	
11. Suggested items for the future committee agenda	None currently.	
12. Announcements	HPG Committee meeting is taking place on the third week of the month instead of the fourth week due to the holiday.	
13. Confirm next meeting date and time	<p>Tuesday, January 3, 2023 at 11:30 AM</p> <p>Location: Zoom</p> <p>Reminders will be sent out earlier due to the County holiday closure on Monday, January 2nd.</p>	
14. Adjournment	Meeting adjourned at 12:56 PM.	



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SAN DIEGO HIV PLANNING GROUP (HPG) MEMBERSHIP COMMITTEE

Wednesday, October 5, 2022
11:00 AM – 1:00 PM WebEx

DRAFT MINUTES
Quorum = Three (3)

Present: Bob Lewis (Chair), Mikie Lochner, Regina Underwood, Freddy Villafan, Rhea Van Brocklin

Agenda Item	Action	Follow-up
1. Call to order	Bob Lewis called the meeting to order at 11:02 AM and noted that a quorum was established.	
2. ACTION ITEM: Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e)	Motion: Recognize that there is a continued proclaimed state of emergency, and State and local officials have imposed or recommended measures to promote social distancing authorizing teleconferenced meetings pursuant to Government Code section 54953(e). Motion: Continue Teleconference M/S/C: Lochner/Van Brocklin 3/0 Abstentions: Lewis Motion carries	
3. Public Comment/Non-committee members' comment	Bob Lewis welcomed Rhea Van Brocklin to the Membership Committee and noted that Freddy Villafan would continue with the Membership Committee until additional members join. Mikie Lochner mentioned that he would contact individual members regarding the participation and attendance policy.	

Agenda Item	Action	Follow-up
	<p>A member of the public requested having one virtual platform for meetings, either. Zoom or WebEx to minimize confusion.</p> <p>An HPG member requested to join the Membership Committee.</p>	
<p>4. Action: Review and approve the October 5, 2022 agenda</p>	<p>Motion: Approve the October 5, 2022 meeting agenda as presented. M/S/C: Lochner/Underwood 3/0 Abstentions: Lewis Motion carries</p>	
<p>5. Action: Review and approve the September 14, 2022 meeting minutes</p>	<p>Action: Approve the September 14, 2022 meeting minutes as presented. M/S/C: Lochner/Underwood 2/0 Abstentions: Freddy/Van Brocklin Motion carries</p>	
<p>6. Review follow-up items</p>	<p>The Chair suggested sending out a generic batch text message for committee meeting reminders.</p> <p>Mikie Lochner mentioned that he also sends friendly reminders to members who need that extra support.</p> <p>A recommendation was made when members are missing meetings, and we should ask if there is anything HPG can provide to support members to remain in good standing.</p>	<p>HPG Staff will reach out to Pam Highfill to ask if it is okay for Dr. Jacobs to be her mentor.</p> <p>HPG Staff will follow up with county technology on automation text meeting reminders.</p>
<p>7. Review Applications</p>	<p>The committee reviewed the application of Amanda Duffell Mirador</p>	<p>HPG Staff will invite Amanda Duffell Mirador to interview on November 9, 2022.</p> <p>HPG Staff will provide Amanda with the application process information and meeting information</p>
<p>8. Membership Interview</p>	<p>None</p>	<p>HPG Staff will send Membership Committee an updated redacted application for Amanda Duffell</p>

Agenda Item	Action	Follow-up
		Mirador and interview questions for review
9. Old Business		
a. Discussion: Focused Recruitment i. Open seats	Reviewed Open seat list <ul style="list-style-type: none"> Representative of Federal HIV Program/Veterans Administration (appointment is pending at the Board of Supervisors (BOS)) Representative of Federally Funded HIV Prevention Service Provider (appointment pending at the BOS) <p>The HPG Bylaws changes are pending review by County Counsel. We are still recruiting for affiliated consumers; we need the support of all HPG to fill some of these seats. Mikie Lochner has been working with the State but has not received a response. Mikie Lochner will follow up with Patrick Loose to approve the BOS, and it's their responsibility to fill those seats. Rhea Van Brocklin mentioned a client who finished the Project Pearl training and is interested in applying for the District 5 seat. The committee member discussed some individuals taking the Leadership Training at Christie's Place and are interested in completing a membership application.</p>	
ii. Underrepresented groups	Continue recruiting and should have information by the next meeting.	
iii. New committee members	Some HPG members are pending an appointment to the committee.	HPG Staff will update the demographic data
10. New Business		
a. Discussion on what the process is when a member leaves the HPG? (termed out) What form of appreciation is provided?	<p>The committee members discussed the process when members leave the HPG. The committee members recommend the following:</p> <ul style="list-style-type: none"> A certificate signed by the Chair and (possibly BOS) 	Rodney von Jaeger will share a copy of the certificate with the committee for review and recommendations.

Agenda Item	Action	Follow-up
	<ul style="list-style-type: none"> • Public recognition – in person or via WebEx/Zoom • Post on the HPG website/ Instagram or Facebook • There was also a discussion on recognizing Joe Zilvinskis, who represented Supervisor District 1. <p>Mikie Lochner will contact Nathan Fletcher's office to get the certificates signed and presented at the next HIV Planning Group meeting.</p>	
<p>b. Discussion on how the Board of Supervisors (BOS) appoints a member and how that is communicated to the HPG. What communication should go to the BOS regarding the requirements of the HPG</p>	<p>The committee members discussed the process when BOS appoints new members to the HIV Planning Group.</p> <p>The committee members agreed that the BOS should know the attendance policy, HPG structure, and waiver policies.</p> <p>Members of the committee suggested reaching out to BOS and including a packet with the following:</p> <ul style="list-style-type: none"> • Note that current bylaws limit one agency to having no more than two representatives unless there was a waiver approved • include HPG structures, Attendance requirements, and participation guidelines <p>The Membership Committees will develop recommendations regarding the waiver process and if any changes are needed.</p> <p>Bob Lewis suggested the waiver program should be an exception to the rule, not the rule, since having more than two representatives from the same agency can cause discomfort and create challenges. It is essential for diversity in the HPG.</p> <p>The committee discussed the planned changes to the bylaws being reviewed. Consumers may</p>	<p>HPG Staff will research several other counties on their policy regarding waivers.</p>

Agenda Item	Action	Follow-up
	<p>have affiliations and can sit on consumer seats.</p> <p>The committee discussed that when a waiver is granted, if there is any impact on how waived members can engage because they are sitting in a waiver seat, or if they are considered equal as full HPG members that need to adhere to the rules based on conflict of interest. They noted that sometimes the best HPG members might come from one of those agencies that already have two (2) people.</p> <p>UCSD is the largest employer in San Diego County and receives all five parts of Ryan White's funding and Family Health Centers is the largest community clinic; sometimes, we need experts from those agencies. The Membership Committee and the HPG need to weigh the pros and cons of having more than 2 members from some large agencies and recommended that HPG Staff research how other EMA's handle their waiver program. Training on conflict of interest was also recommended.</p>	
11. Review Attendance		
a. HPG Attendance	Reviewed	
b. Committee Attendance i. Review the MSEC attendance policy	<p>HPG Staff has attempted to communicate with Alfredo de Jesus, but establishing and maintaining that communication has been difficult.</p> <p>The committee recommended the next step to communicate formally by letter that he is at risk and may be considered for termination of this seat/term.</p> <p>Members of the committee agreed that if this continues, the committee can make the recommendation to the BOS to remove the member from the HPG.</p> <p>Bob Lewis is drafting the Medical Standards and Evaluation</p>	<p>HPG Staff and Freddy Villafan will reach out to Alfred de Jesus via a letter.</p> <p>HPG Staff will contact members who have missed four or more consecutive meetings.</p>

Agenda Item	Action	Follow-up
	Committee (MSEC) attendance policy and will forward it to Dr. Winston Tilghman for review and approval.	
12. Routine Business		
a. Getting to Zero (GTZ) 3-Year Action Plan <ol style="list-style-type: none"> i. Status of support from HSHB (Dr. Jacobs's role as the County contractor.) 	Dr. Jacobs would be working with the Membership Committee to create a plan/strategy for recruitment. Dr. Jacobs will send Membership Committee the recruitment guidance from the implementation task force.	HPG Support Staff to send the most current draft of bylaws to Dr. Jacobs.
b. Mentor Appointments <ol style="list-style-type: none"> i. Evaluation for Mentors/Prospective Mentors 	New mentor appointees have mentors assigned to them. Ivvan Reyna and Allan Acevedo need to be assigned a mentor. Rhea Van Brocklin to reach out to Allan regarding the mentorship assignment. Karen Connelly is to be removed.	
13. Agenda items for future meetings		
14. Announcement	<ul style="list-style-type: none"> • On November 6, 2022, Project Pearl will start their 6-week training, and in January 2023, training in Spanish. • HPG Orientation on Thursday, Oct 20, 2022, from 2:00 PM – 4:00 P.M. • Truax Awards Nominations are due by Oct 15, 2022. 	
15. Next Meeting Date	Wednesday, November 9, 2022, 11:00 a.m. via WebEx	
16. Adjournment	Meeting adjourned at 12:29 PM.	



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SAN DIEGO HIV PLANNING GROUP (HPG) MEMBERSHIP COMMITTEE

Wednesday, November 9, 2022
11:00 AM – 1:00 PM Meeting via WebEx

DRAFT MINUTES

Quorum = Three (3)

Present: Mikie Lochner, Regina Underwood, Freddy Villafan

Absent: Bob Lewis (Chair), Rhea Van Brocklin

Agenda Item	Action	Follow-up
1. Call to order	Mikie Lochner called the meeting to order at 11:04 AM and noted that a quorum was established.	
2. ACTION ITEM: Continuance of Teleconferencing Meeting Option Under Government Code Section 54953(e)	Motion: Recognize that there is a continued proclaimed state of emergency, and State and local officials have imposed or recommended measures to promote social distancing authorizing teleconferenced meetings pursuant to Government Code section 54953(e). M/S/C: Villafan/Underwood 2/0 Abstentions: Lochner Motion: carries	
3. Public Comment/Non-committee members' comment	A member of the public suggested that the HPG choose one virtual meeting platform, either ZOOM or WebEx, for all committee meetings to avoid confusion. A member of the public recommended that HPG should change the Bylaws so that the HPG Chair or any Committee Chair can run another Committee's meeting if	

Agenda Item	Action	Follow-up
	the Chair of that Committee is absent.	
4. Action: Review and approve the November 9, 2022 agenda	Motion: Approve the November 9, 2022 meeting agenda as presented. M/S/C: Villafan/Underwood 2/0 Abstentions: Lochner Motion: carries	
5. Action: Review and approve the October 5, 2022 meeting minutes	Action: Approve the October 5, 2022 meeting minutes as presented. M/S/C: Villafan/Underwood 2/0 Abstentions: Lochner Motion: carries	
6. Review follow-up items	Reviewed by HPG Staff	
7. Review Applications	None	
8. Membership Interview	Amanda Duffell Mirador- The interview was rescheduled for Wednesday, December 14, 2022.	The interview was rescheduled for Dec 14, 2022.
9. Old Business		
a. Review waiver policy- (compare with Orange County, Los Angeles, and San Francisco)	There was a discussion on the current waiver policy; members of the committee agreed that the Conflict of Interest (COI) reminder before voting helps to avoid conflicts. The committee recommended continuing with the waiver process. The Chair confirmed there are no waiver requirements from the Federal Department/HRSA. It is noted in the HPG Bylaws, so if the Committee wants to make any changes to the waiver process, the bylaws must be updated. The committee requested a brief waiver policy discussion during the next HIV Planning Group meeting to receive additional input on the waiver process.	The waiver policy discussion will continue at the next committee meeting. HPG Staff will add "Discuss waiver process" to the next HPG agenda HPG Staff will review the language in the draft revised HPG Bylaws on the waiver process.
b. Focused Recruitment i. Open Seats	Status on the Jeffery Weber and James Rucker (Change of seat) request; both are pending at the clerk of the Board of Supervisors (BOS) office.	HPG Staff will check the next BOS meeting for any updates

Agenda Item	Action	Follow-up
ii. Underrepresented groups (demographics)	HPG Staff provided a report on the demographics of total HPG membership and of unaffiliated consumers compared to the Total number (prevalence) of people living with HIV in the San Diego EMA. Members ask for information about how the demographics of HPG and unaffiliated consumers compare to those of those who are recently infected.	HPG Staff to review report format with Chair
iii. New committee members	Reviewed	
10. New Business		
a. Discuss discussion: HPG Conflict of Interest (COI) policy and COI disclosure form – Rodney von Jaeger	Rodney von Jaeger gave an overview of the COI policy and disclosure form. He also reviewed the Form 700 (Statement of Economic Interest) requirement.	HPG Staff will inform all members, members elect, and committee members of the COI policy and disclosure form.
11. Review Attendance		
a. HPG Attendance	The committee discussed the HPG meeting attendance and the next step for an HPG member who has missed more than 5 meetings.	Mikie Lochner will follow up with Bob Lewis regarding Alfredo de Jesus' membership, participation, and attendance.
b. Committee Attendance	Reviewed	
i. Review the MSEC attendance policy		
12. Routine Business		
a. Getting to Zero (GTZ) 3-Year Action Plan i. Membership Committee plan/strategy for recruitment (Dr. Jacobs)	Dr. Jacobs reviewed the recommended next steps of the committee implementation guide on recruitment and retention. Recommendations/Questions: <ul style="list-style-type: none"> HPG Membership committee needs to focus on the recruitment culture and understand the retention concerns. Why is it difficult for some members to continue to be 	HPG Staff will coordinate with Dr. Jacobs to send out GTZ Task Force plan to committee members Dr. Jacobs will present some suggestions for action at the next

Agenda Item	Action	Follow-up
	<p>active, and how can we assist them in this process?</p> <ul style="list-style-type: none"> • HPG needs the Membership Committee to take the lead and focus on building culture, navigating obstacles and difficulty, and better external and internal communication. • Refocus on what HPG is. • Why would someone want to join? What makes it rewarding to be part of the HPG? • Create a culture that is inclusive of more members. • GTZ Task Force has recommendations. Members take responsibility for outreach and membership. They are making sure that new members feel welcome and do not feel intimidated. A presentation about what the committees do could also be provided at the Community Engagement Group and CARE Committee. 	<p>Membership Committee meeting.</p>
<p>b. Mentor Appointments i. Evaluation for Mentors/Prospective Mentors</p>	<p>Reviewed by HPG Staff</p> <p>The committee recommended discussing 1. Who to assign to new members, and 2. How to bring current members into the program.</p>	<p>HPG Staff will follow up with Allan Acevedo, Dr. Grelotti, and Dr. Spector.</p> <p>HPG Staff will add Felipe Garcia-Bigley and Jeffrey Weber to the Mentees.</p>
<p>13. Agenda items for future meetings</p>	<p>The HIV Housing Committee is looking for new members.</p>	<p>HPG Staff to follow up with Cinnamon Kubricky regarding her application. Freddy Villafan will forward a brochure about the HIV Housing Committee to HPG. Freddy Villafan will check if Cinnamon Kubricky's application was received.</p>

Agenda Item	Action	Follow-up
14. Announcement	<ul style="list-style-type: none"> • Truax Award Ceremony via Virtual Zoom meeting, Thursday, December 1, 2022, 2:00 – 4:00 p.m. • Imperial Court Thanksgiving Dinner at the Gossip Grill on November 24th at 12:30 PM 	
15. Next Meeting Date	Wednesday, December 14, 2022, 11:00 a.m. via WebEx	
16. Adjournment	Meeting adjourned at 12:29 PM	



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SAN DIEGO HIV PLANNING GROUP (HPG) MEMBERSHIP COMMITTEE

Wednesday, December 14, 2022
11:00 AM – 1:00 PM Meeting via WebEx

DRAFT MINUTES

Quorum = Three (3)

Present: Mikie Lochner, Regina Underwood, Freddy Villafan, Bob Lewis (Chair), Rhea Van Brocklin

Agenda Item	Action	Follow-up
1. Call to order	Bob Lewis called the meeting to order at 11:01 AM and noted that a quorum was established.	
2. ACTION ITEM: Continuance of Teleconferencing Meeting Option Under Government Code Section 54953(e)	Motion: Recognize that there is a continued proclaimed state of emergency, and State and local officials have imposed or recommended measures to promote social distancing authorizing teleconferenced meetings pursuant to Government Code section 54953(e). M/S/C: Lochner/ Van Brocklin 3/0 Abstentions: Lewis Motion: Carries	
3. Public Comment/Non-committee members' comment	A member of the community stated that there were inconsistencies in the meeting packet including use of the new name for the Community Engagement Group and duplicate listing of a member who is moving into a new seat.	
4. Action: Review and approve the December 14, 2022 agenda	Motion: Approve the December 14, 2022 meeting agenda as presented. M/S/C: Lochner/Van Brocklin 3/0 Abstentions: Lewis Motion carries	

Agenda Item	Action	Follow-up
5. Action: Review and approve the November 9, 2022 meeting minutes	Action: Approve the November 9, 2022 meeting minutes as presented. M/S/C: Lochner/Underwood 3/0 Abstentions: Lewis Motion carries	
6. Review follow-up items	Reviewed by HPG Staff. <ul style="list-style-type: none"> • HPG Staff contacted Dr. Grelotti and Dr. Spector regarding the Mentee and Mentorship program if they wish to continue. • HPG Staff and Freddy Villafan reached out to Alfredo de Jesus. • HPG Staff followed up with Cinnamen Kubricky regarding her Housing application. She is scheduled for an interview on 12/22/2022 • Freddy Villafan forwarded a brochure about the HIV Housing Committee to HPG. • HPG Staff provided Amanda Duffell Mirador with the application process and HPG meeting information. • Mikie Lochner and Bob Lewis discussed Alfredo de Jesus' membership, participation, and attendance. 	
7. Review Applications i. Esteban Martin Duarte	None	Rescheduled for review for Jan 11, 2023.
8. Membership Interview i. Amanda Duffell Mirador	None	The interview was rescheduled for Jan 11, 2023.
9. Old Business		
a. Review waiver policy- (compare with Orange County, Los Angeles, and San Francisco)	Support Staff presented results of survey of San Francisco, Orange County, and Los Angeles County regarding any limits to the number of members from a single agency and any policies regarding waivers for that limit.	

Agenda Item	Action	Follow-up
	<ul style="list-style-type: none"> • Orange County and San Francisco do not currently have any policy limiting the number of members from a single provider. • Orange County reported that they rarely have multiple applicants affiliated with the same organization apply for membership. • San Francisco reported that their Membership Committee tracks this number and occasionally has two (2) people from the same agency. The only time they had a third person from the same agency apply, the Membership Committee asked the individuals to consider the perception this might create. Ultimately, one of the members already on their Planning Group stepped down to keep the number of members at two (2). Based on our query, San Francisco said they would likely develop a policy. • Los Angeles has a limit of two (2) members from a single agency but does not have any waiver policy. They report that they are currently reviewing their policy regarding member limits. <p>San Diego HPG limits and waiver policy is in the HPG Bylaws and is not a HRSA requirements.</p> <p>Committee members agreed that the Conflict of Interest (COI) policies help members to avoid conflicts. The Committee agreed that the current policy appears to be working and will continue to review the policy/rule case-by-case basis until the bylaws are revised.</p>	
b. Focused Recruitment i. Open Seats	M. Lochner will continue to follow up on the Medicaid seat with the Recipients Office and HRSA Project Officer. Chair will look for way to follow regarding the Hospital Planning Agency	

Agenda Item	Action	Follow-up
	<p>HPG nominations for Federally Funded Program/VA Representative and for HIV Prevention Representative were approved by the Board of Supervisors on December 13, 2022.</p>	
<p>ii. Underrepresented groups (demographics)</p> <p>iii. New committee members</p>	<p>Committee members agreed to focus on the following requirements demographics:</p> <ul style="list-style-type: none"> • Hispanic/consumer and unfilled members • Unaffiliated women • Age-younger group <p>At some point in the future, the members will look at barriers to attending the HPG meetings. Some recommendations to promote and engage public members were to provide food at the meetings, incentives with no cash value, for example, transportation support assistance, and looking at the conference and meeting environment to make sure that it is safe, and that people are heard, so potential members will want to return. Also, ongoing training and other ways the community can learn and be engaged.</p> <p>A new law is taking effect at the beginning of the year, January 1, 2023; the law allows a continuation of virtual meetings. All Brown Act covered meetings will need to have virtual components that allow members of the public view the meeting and make public comments. HPG meetings and all committee will need to have a quorum of members present in person. Once there is a quorum in person, additional members can participate virtually for the following reasons:</p> <ol style="list-style-type: none"> 1. "Just cause", unexpected situation, childcare, medical. Members are limited to two/year 	

Agenda Item	Action	Follow-up
	2. Emergency exceptions, which include physical or family medical emergencies 3. Limits apply	
c. Terms expired dates	Michael Wimpie – May 2023 Abigail West – March 2023 Dr. Hernandez – March 2023	HPG will reach out to those members whose current term will expire within the next six months.
10. New Business		
	None	
11. Review Attendance		
a. HPG Attendance	<p>Members discussed Alfredo de Jesus' attendance and decided to provide him with a formal communication and make a recommendation to the Board of Supervisors to remove him from his seat.</p> <p>HPG Staff and Freddy Villafan have attempted to communicate, but minimal communication back. A formal letter was provided to Alfredo two years ago for the same situation.</p> <p>The committee members agreed to inform Mr. de Jesus that the committee would consider whether to recommend that he be removed from the HPG. He could continue as a member of the Community Engagement Group. Under the current bylaws, the HPG can recommend to the Board of Supervisors that Mr. de Jesus be removed from the HPG due to excessive absence from meetings. The committee instructed staff to add this Action item to next month's agenda</p>	HPG will add an action item to vote to remove Alfredo de Jesus from his HPG seat
b. Committee Attendance i. Review the Medical Standards and Evaluation	Bob Lewis provided an update on the MSEC attendance policy, with only a few changes to the document. The draft has been developed by Dr. Tilghman and will	

Agenda Item	Action	Follow-up
Committee (MSEC) attendance policy (Bob Lewis)	present to the MSEC for approval. Once approved by the committee, it can be submitted to the Steering Committee.	
12. Routine Business		
<p>a. Getting to Zero (GTZ) 3-Year Action Plan</p> <p>i. Membership Committee plan/strategy for recruitment (Dr. Delores Jacobs)</p>	<p>The committee discussed how to increase membership. Dr. Jacobs recommended the following goals:</p> <ul style="list-style-type: none"> • Increase personal invitations by calls, emails, calls, text messages • Provide welcoming supported, nonjudgmental committee meetings. To provide public members with a safe space and be heard • Increase HPG leadership training and other learning opportunities for consumers <p>Dr. Jacobs also recommended working on informational materials and digital communication.</p> <p>She also recommended continuing to work with Steering Committee to educate the community about HPG and provide the Trifold brochure to consumers.</p> <p>The committee members discussed recruitment plans to include the following:</p> <ul style="list-style-type: none"> • A list of member seats and duties • Create an application process sheet • Review Onboarding process for new members <p>The committee members also discussed procedure for incomplete Member Applications and recommended the following:</p> <ul style="list-style-type: none"> • HPG staff to follow up with a phone interview to help applicant complete the application 	

Agenda Item	Action	Follow-up
	<ul style="list-style-type: none"> Committee to review and simplify the application Staff can reach out to the person who recommended the application for some support 	
b. Mentor Appointments <ol style="list-style-type: none"> Evaluation for Mentors/Prospective Mentors Brief discussion: <ol style="list-style-type: none"> Whom to assign to new members, and How to bring current members into the program. 	<p>Dr. Grelotti requested to be removed from the mentoring program but volunteered to provide mentoring support.</p> <p>Dr. Spector requested to be removed from the mentoring program but agreed to</p> <p>Felipe Garcia-Bigley Mentee will be mentored by Bob Lewis.</p> <p>Jeffrey Weber to be mentored by Rhea Van Brocklin</p> <p>Continue mentoring program discussion. What are the assignments and support?</p>	<p>HPG Staff will update the Mentor and Mentee assignment list.</p> <p>HPG will check with James Rucker for further mentoring support.</p> <p>HPG staff will provide Rhea Van Brocklin with Jeffery Weber's contact information.</p>
13. Agenda items for future meetings <ol style="list-style-type: none"> Discuss HIV Housing Committee new members 	Cinnamen Kubricky is scheduled for an interview with the Joint Housing Committee on December 22, 2022.	
14. Announcement	<p>Monkey Pox (MPOX) Task Force and HPG meetings were canceled for the month of December 2022. The next HPG meeting will be in January</p> <p>Truax Award Winners:</p> <p>Congratulations to Rhea Van Brocklin, Lisa Asmus, Jerry Turner, and Kenneth Riley, MD,</p> <p>Christie's Place will be closed starting Friday, December 16th – January 2nd</p>	
15. Next Meeting Date	Wednesday, January 11, 2023, 11:00 a.m. via WebEx	
16. Adjournment	Meeting adjourned at 1:00 PM.	



County of San Diego

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SAN DIEGO HIV PLANNING GROUP (HPG) MEMBERSHIP COMMITTEE

Wednesday, January 11, 2023
11:00 AM – 1:00 PM Meeting via WebEx

DRAFT MINUTES

Quorum = Three (3)

Present: Mikie Lochner, Regina Underwood, Freddy Villafan, Bob Lewis (Chair), Rhea Van Brocklin

Agenda Item	Action	Follow-up
1. Call to order	Bob Lewis called the meeting to order at 11:00 AM and noted that a quorum was established.	
2. ACTION ITEM: Continuance of Teleconferencing Meeting Option Under Government Code Section 54953(e)	All votes at the meeting were taken by roll call. Committee members' names were called for each vote, and each member provided a verbal vote. Motion: Recognize that there is a constant proclaimed state of emergency, and State and local officials have imposed or recommended measures to promote social distancing authorizing teleconferenced meetings pursuant to Government Code section 54953(e). M/S/C: Lochner/Van Brocklin 4/0 Abstentions: Lewis Motion carries	
3. Public Comment/Non-committee members' comment	A member of the public commented that Implicit /internal biases and racism are still present in meetings and should be addressed.	
4. Action: Review and approve the January 11, 2023 agenda	Motion: Approve the January 11, 2023 meeting agenda as presented. Public comment: A member of the public questioned the rule requiring	Remove Amanda Duffle's interview from today's agenda

Agenda Item	Action	Follow-up
	<p>a membership application for a second term. In 2020 the Membership Committee approved Policies and Procedures, note an application is required to apply for a second term.</p> <p>M/S/C: Lochner/Villafan 4/0</p> <p>Abstentions: Lewis</p> <p>Motion carries</p>	<p>to next month's meeting.</p>
<p>5. Action: Review and approve the December 14, 2022 meeting minutes</p>	<p>Action: Approve the December 14, 2022 meeting minutes as presented.</p> <p>M/S/C: Lochner/Villafan 4/0</p> <p>Abstentions: Lewis</p> <p>Motion carries</p>	
<p>6. Review follow-up items</p>	<p>Reviewed by HPG Staff</p> <p>Esteban Duarte –application is ready for review.</p> <p>Abigail West –application is ready for review.</p> <p>Michael Wimpie –application has not been received.</p>	<p>HPG staff will follow up with Michael Wimpie regarding his application.</p> <p>HPG Staff will follow up with James Rucker to confirm he would like to continue with Mentee & Mentor Program.</p>
<p>7. Review Applications</p> <ul style="list-style-type: none"> i. Esteban Martin Duarte (new), ii. Abigail West (2nd term), iii. Michael Wimpie (2nd term) 	<p>Esteban Martin Duarte is applying for the Prevention Services Consumer/Advocate seat.</p> <ul style="list-style-type: none"> ▪ The committee recommends that an HPG Staff follow up with Esteban to have a complete application and require him to attend/participate in at least two committee meetings before continuing with an interview. ▪ The committee expressed concerns with responses to items C and D on the application. <p>Abigail West</p> <ul style="list-style-type: none"> ▪ The committee noted it is not stated in bylaws to allow that 	<p>Place Operating Guidelines after the agenda moving forward.</p> <p>HPG Staff will contact Esteban Duarte in preparation for an interview to clarify questions that may still need to be answered in the application will be asked in person.</p> <p>Add to the bylaws</p>

Agenda Item	Action	Follow-up
	<p>in a member's absence, they may have another representative vote/speak on their behalf.</p> <p>The Chair talked about the Public Comment rules; the Public cannot guide the discussion process; public comment can be given before the item happens and the discussion happens. The order of process should be:</p> <ol style="list-style-type: none"> 1. Motion/second 2. Public Comment 3. Discussion 4. Vote <p>The committee discussed the process of the Second Term application process.</p> <ul style="list-style-type: none"> • The operating procedures state that applications are reviewed for second terms before going forward to HPG. Committees make recommendations to the HPG before going to the Board of Supervisors. • Committees only make recommendations, and the HPG can only take action to recommend to the Boards of Supervisors. When members' term expires, they are no longer part of HPG per HRSA. <p>The committee discussed possibly modifying the second-term reapplication process.</p>	
8. Membership Interview i. Amanda Duffell Mirador	Amanda Duffell Mirador's interview was rescheduled for next month's meeting, February 8, 2023.	
9. Old Business		
a. Focused Recruitment i. Open Seats	Chair Lochner and Supervisor Vargas will meet to discuss potential candidates for the District 1 seat.	Chair Lochner will connect with Supervisor Nora Vargas and Jim

Agenda Item	Action	Follow-up
	<p>Mikie Lochner, Patrick Loose, and Bob Lewis will meet to discuss the Representative of State Gov- State Medicaid (Medi-Cal) Program seat.</p> <p>Two participants attended Peers Promoting Equity, Advocacy and Resources through Leadership Project (PEARL) and are interested in applying for HPG.</p> <p>A member asked if their recommendation to apply to the HPG represented a conflict of interest (COI). The committee felt this was something other than a COI.</p>	<p>Desmond to discuss potential candidates for the District 1 and 5 seats.</p> <p>HPG Staff will contact Rhea Van Brocklin regarding the Project PEARL participants interested in HPG membership.</p>
ii. Underrepresented groups (demographics)	HPG Staff reviewed the demographics with new changes of Jeffrey Weber, Recipient of other Federal HIV Programs -Veteran Administration, and James Rucker's seat changed to HIV Testing Representative.	
iii. New committee members	<p>Chair Lochner noted potential changes to some committees:</p> <ul style="list-style-type: none"> • There may be changes to members' choice assignments to address the other committees with few members. ▪ Members will submit their top 2 choices for committees and return to HPG support staff for the chair to review. 	
b. Terms expiration dates	<ul style="list-style-type: none"> • Abigail West - March 12, 2023 • Dr. Hernandez - March 12, 2023 • Michael Wimpie – May 21, 2023 	HPG Support Staff will follow up with Michael Wimpie regarding the Membership Application
10. New Business		
a) Action item: Approve the recommendation to remove Alfredo de Jesus from the HPG seat	<p>Motion: Approve the recommendation to remove Alfredo de Jesus from the HPG seat.</p> <p>M/S/C: Lochner/Van Brocklin 4/0</p> <p>Abstentions: Lewis</p> <p>Motion: carries</p>	HPG Staff will contact Alfredo de Jesus to remind him that he can still be a member of the Community Engagement Group

Agenda Item	Action	Follow-up
		and vote and that he is only being removed from the HPG seat.
11. Review Attendance		
a. HPG Attendance	Reviewed.	
b. Committee Attendance	Reviewed.	
i. Review the MSEC attendance policy		
12. Routine Business		
a. Getting to Zero (GTZ) 3-Year Action Plan <ul style="list-style-type: none"> i. Membership Committee plan/strategy for recruitment (Dr. Jacobs) 	<p>Dr. Jacobs discussed the GTZ goals related to the recruitment strategy.</p> <ol style="list-style-type: none"> 1. Enhanced communication: social media/messaging 2. Create an inviting culture in a more direct and welcoming fashion; Work with Community Engagement Group so that meetings occur in each of the six HHSA regions. 3. Membership Committee will work with Steering Committee to create a welcoming culture that is inclusive and safe as we move to in-person meetings <ul style="list-style-type: none"> a. What are we hoping to create? For example, will there be enhanced food options? Will there be opportunities to meet, ask questions, and review the agenda before the meeting? <p>The committee members recommend looking into a position dedicated to Leadership training and Community Engagement.</p> <p>The Spanish version of the Trifold HPG Brochure has been completed.</p>	<p>Add "Revised date" on both brochures before preparing for distribution.</p> <p>Bob Lewis, Mikie Lochner, and Dr. Jacobs to devise a timeline and list for the agenda to discuss Getting to Zero Action Plan items.</p> <p>HPG Staff will reach out to Patrick Loose's office about a possible position for Leadership training and Community Engagement</p> <p>Spanish Trifold HPG Brochure PDFs will be distributed to everyone via email, and staff will have printed copies available.</p>

Agenda Item	Action	Follow-up
	The idea is to create an Outreach strategy with the Community Engagement Group and staff from Christie's Place to work on getting individuals excited to join HPG.	
b. Mentor Appointments <ol style="list-style-type: none"> i. Evaluation for Mentors/Prospective Mentors ii. Brief discussion: <ol style="list-style-type: none"> 1. Whom to assign to new members, and 2. How to bring current members into the program. 	The committee reviewed the list of current mentor/mentee assignments.	HPG Support will: <ul style="list-style-type: none"> • Update the affiliation sections • Update the Mentee & Mentor list and Rhea Van Brocklin as a mentor to Allan Acevedo
13. Agenda items for future meetings	None	
14. Announcement	Outreach opportunity for Planning Group; Women's Conference on March 11, 2023, at the Handerly Hotel San Diego <ul style="list-style-type: none"> ▪ HPG is interested in tabling at this event. Information will be forwarded to Mikie Lochner. 	
15. Next Meeting Date	Wednesday, February 8, 2023, 11:00 a.m. via WebEx	
16. Adjournment	The meeting adjourned at 12:24 PM.	



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PUBLIC HEALTH OFFICER

SAN DIEGO HIV PLANNING GROUP (HPG) PRIORITY SETTING and RESOURCE ALLOCATION COMMITTEE (PSRAC)

Thursday, October 13, 2022
3:00 PM – 5:00 PM

WebEx Meeting

DRAFT MINUTES

Quorum is Seven (7)

Members Present: /Alberto Cortes/ Beth Davenport / Felipe Garcia-Bigley / Pam Highfill / Dr. Delores Jacobs (Chair) / Cinnamen Kubricky / Raul Robles / James Rucker / Karla Quezada-Torres / Regina Underwood / Rhea Van Brocklin / Freddy Villafan

Absent: Chris Muller /

Agenda Item	Action	Follow-up
1. Call to order	Dr. Jacobs called the meeting to order at 3:01 p.m. and noted that a quorum was established.	
2. Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e)	<p>Action: Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e)</p> <ul style="list-style-type: none"> a. Find that the HPG has reconsidered the circumstances of the State of Emergency b. Find that State and local officials continue to recommend measures to promote social distancing. <p>Motion/Second/Count (M/S/C): Van Brocklin/Davenport 8/0</p> <p>Abstentions: Jacobs</p> <p>Motion carries</p>	
3. Reminders:	Dr. Jacobs reviewed meeting guidelines, conflict of interest rules and noted the committee makes recommendations to the HPG based on data for approval by the HPG.	
4. Public Comment on non-agenda items (for members of the public)	A member of the public noted they do not understand the difference between Emergency Housing Assistance (EHA) and Partial Assistance Rental Subsidy (PARS). They also believed Single Room Occupancy (SRO) was	

Agenda Item	Action	Follow-up
	paid from PARS and recommended a process for consumers to go through to obtain PARS.	
5. Sharing our concerns (for committee members).	<ul style="list-style-type: none"> • An HPG member noted they attempted to attain a prescription for 6 months and late in the process learned that for some medications the request must first go to Medi-Cal, then to the pharmacy. This information is not being passed to clients. • An HPG member noted an increase in the number of Transgender women from Mexico with no resources or English language skills who are seeking asylum and needing to use EHA; they recommended a long-term housing solution. • An HPG member inquired if he could vote at today's PSRAC meeting. • An HPG member recommended reminding the Recipient there is some misinformation regarding Pre-Exposure Prophylaxis (PrEP) and other treatment services. 	
6. Action: Review and approve the agenda for October 13, 2022	Action: Approve the October 13, 2022 meeting agenda as presented. M/S/C: Villafan/Van Brocklin 10/0 Abstentions: Jacobs Motion carried	
7. Approve the meeting minutes from September 8, 2022;	Action: Approved September 8, 2022; meeting minutes as presented M/S/C: Van Brocklin/Rucker 8/0 Abstentions: Cortes, Jacobs, Rucker Motion carries	
8. Follow-up from committee minutes	Reviewed, follow-up noted on screen (1 item, completed)	
9. Review committee attendance	Reviewed	
10. Routine Business		
a) Review Monthly and YTD expenditure and examine for any recommended reallocations. i. Review of over/under spending	Patrick Loose reviewed the expenditure report which was mailed out to PSRAC members prior to the meeting. He highlighted: <ul style="list-style-type: none"> • At 50% of the year expended, approx. 42% of funds are expended, an 8% variance, = ~\$800K. 	

Agenda Item	Action	Follow-up
	<ul style="list-style-type: none"> • Several services are underspending including Primary care (43%), Med. Spec. (38%), Oral Health (31%), Psych Meds (11%) Med. Case Mgmt (41%), non-Med. Case Mgmt (40%), Peer Nav. (33%), Mental Health (33%), Emerg. Finan. Assist. (34%), some Minority AIDS Initiative (MAI) categories (42%) • Increased spending in Emerg. Housing. (64%). • Changes to funding in Med. Case Mgmt and Mental Health, result in changes in staff, which may take 12 – 18 months to restore <p>Other funding: Savings in the Ending the HIV Epidemic (EHE) grants, can carry over funding from years 1 & 2 into years 3-5.</p>	
b) Review Monthly and YTD service utilization report	The report was included in the meeting materials packet. Overall utilization is down approx. 10% compared to the previous year.	
c) COVID-19/Monkeypox (MPX) update	<p>There has been a reduction in number of COVID cases, waiting to see if the emergency status continues. Encouraging everyone to get the bivalent COVID booster vaccine, at no cost.</p> <p>A reduction in number of MPX cases; vaccine appointments are available; there is a disproportionate impact among Hispanic and Black populations, and fewer vaccines received by the same populations.</p>	
d) Affordable Care Act (ACA) update	The California Department of Public Health (CDPH) has established Medi-Cal contracts with 3 providers in San Diego County. Concern regarding the 5 th Circuit Court ruling regarding Pre-Exposure Prophylaxis (PrEP), which does not affect California; PrEP is available to anyone in CA without cost.	
e) HIV Prevention update	No updates	
11. Old Business		
a) Getting to Zero (GTZ) Community Action Plan i. Discussion/Potential Action Item: Continue to discuss PARS waiting list,	The committee discussed whether to make service delivery recommendations and decided to wait until March 2023 when the new service categories Housing Case Management and Housing Location, Placement and Advocacy Services are in place.	

Agenda Item	Action	Follow-up
including recommendation regarding waiting list and service directives.		
12. New Business		
a) Action Item: Approve the recommendation(s) for reallocation of Part A funds in FY 22 (the current fiscal year; March 1, 2022 – February 28, 2023).	Action Item: Decrease non-Medical Case Management for Housing by \$250,000 from \$250,000 to \$0 ; decrease Housing Location, Placement, and Advocacy Services by \$100,000 from \$100,000 to \$0 ; and decrease .Psychosocial Support Services by \$60,000 from \$60,000 to \$0 . M/S/C: Davenport/Cortes 5/0 Abstentions: Garcia-Bigley, Jacobs, Kubricky, Rucker, Underwood, Van Brocklin, Villafan Motion carries	
	Action Item: Increase Emergency Housing Assistance by \$298,235 from \$780,000 to \$1,078,235 . M/S/C: Kubricky/Robles 10/0 Abstentions: Jacobs, Villafan Motion carries	
	Action Item: Increase Transportation by \$10,000 , from \$142,830 to \$143,830 ; increase Medical Case Management by \$43,512 , from \$1,318,338 to \$1,361,850 ; and increase non-Medical Case Management by \$10,360 , from \$442,021 to \$452,381 . M/S/C: Cortes/Kubricky 6/0 Abstentions: Davenport, Garcia-Bigley, Jacobs, Rucker, Underwood, Villafan Motion carries	
	Action Item: Increase Mental Health by \$47,893 , from \$1,011,062 to \$1,058,955 . M/S/C: Van Brocklin/Robles 4/0 Abstentions: Davenport, Garcia-Bigley, Highfill, Jacobs, Kubricky, Rucker, Underwood, Villafan Motion carries	Forward recommendations to the HPG for approval at the October 26, 2022 HPG meeting.
b) Discussion item: Process for review of previous year reallocations and data upon which they were based and compare to approved upcoming	The committee discussed and recommended routinely looking at all reallocations done during the year and compare with the next year's approved budget to determine if additional funds will be needed in the next year.	

Agenda Item	Action	Follow-up
(next year) and accompanying data thus far to forecast potential needs/changes which may be required.		
c) Review/approve the PSRAC FY 24 Work Plan	Reviewed; the committee decided to not meet on June 29, 2023 as it is close to the observed Independence Day holiday.	
d) Discussion/Potential Action Item: Alternative housing options.	Tabled until next meeting.	
13. Suggested items for the PSRAC agenda	There was a recommendation to get information on the city housing voucher program.	
14. Next Meeting: Thursday November 10, 2022. Location: WebEx		
15. Announcements	<ul style="list-style-type: none"> • There will be 2 presentations on housing at the next CARE Partnership meeting on Monday, October 17, 2022. • The next meeting (Nov. 10, 2022) is scheduled for the day before Veteran's Day (Nov. 11, 2022) • The HPG Orientation will occur on Thursday, October 20, 2022 2:00 – 4:00 p.m. via Zoom webinar. • Truax Award nominations are open and due by October 15, 2022; submit nominations by email to: HPG.HHSA@sdcounty.ca.gov 	
16. Adjournment	5:02 p.m.	



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SAN DIEGO HIV PLANNING GROUP (HPG) PRIORITY SETTING and RESOURCE ALLOCATION COMMITTEE (PSRAC)

Thursday, December 8, 2022
3:00 PM – 5:00 PM

WebEx Meeting

DRAFT MINUTES

Quorum is Seven (7)

Members Present: Alberto Cortes / Dr. Beth Davenport / Felipe Garcia-Bigley / Pam Highfill / Dr. Delores Jacobs (Chair) / Chris Mueller / James Rucker / Regina Underwood / Rhea Van Brocklin / Freddy Villafan / Karla Quezada-Torres

Absent: Cinnamen Kubricky / Raul Robles

Agenda Item	Action	Follow-up
1. Call to order	Dr. Jacobs called the meeting to order at 3:02 p.m. and noted that a quorum was established.	
2. Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e)	Action: Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e) a. Find that the HPG has reconsidered the circumstances of the State of Emergency b. Find that State and local officials continue to recommend measures to promote social distancing. Motion/Second/Count (M/S/C): Van Brocklin/Mueller 9/0 Abstentions: Jacobs Motion carries	
3. Reminders:	Dr. Jacobs reviewed reminders, meeting guidelines, and conflict of interest rules.	
4. Public Comment on non-agenda items (for members of the public)	None	
5. Sharing our concerns (for committee members).	None	

Agenda Item	Action	Follow-up
6. Action: Review and approve the agenda for December 8, 2022	Action: Approve the December 8, 2022 meeting agenda as presented. M/S/C: Rucker/Davenport 7/0 Abstentions: Jacobs Motion carries	
7. Approve the meeting minutes from October 13, 2022;	Action: Approved October 13, 2022; meeting minutes as presented M/S/C: Garcia-Bigley/Van Brocklin 8/0 Abstentions: Jacobs Motion carries	
8. Review committee attendance	Reviewed	
9. Old Business		
a. Getting to Zero (GTZ) Community Action Plan	The committee discussed Community Action Plan items that will be addressed first in the 2023: 1. Feasibility of expanding the availability of outpatient and residential substance-use treatment options 2. Increase the capacity of mental health service providers.	
b. Discussion item/new annual PSRAC process: Process for review of previous year reallocations and data upon which they were based and compare to approved upcoming (next year) and accompanying data thus far to forecast potential needs/changes which may be required.	Dr. Jacob reviewed 2021, 2022, and 2023 allocations and reallocation data sheets. The purpose of the data information is to provide the committee with a comparison tool to make future 2023 allocation recommendations. The Committee Members made the following suggestions for making future allocation decisions: <ul style="list-style-type: none">• Anticipate and look for continuous yearly needs due to the high cost of Housing• Observed for repeated adjustments needed and monitor funding balance to avoid having unused funds.• Be more proactive and think wisely about the end-of-the-year expenses to avoid reallocations.• Look at historical spending over the past couple of years.• Look for Consumer feedback, action, and recommendations regarding mental health and substance abuse treatment.	HPG Staff will update the comparison data sheet by adding the following year's budget total to allow immediate comparison and update the comments section, including a detailed description of the reason for the reallocation

Agenda Item	Action	Follow-up
	<p>The committee members had questions regarding the timelines for reallocation; how long it takes from the PSRAC recommendations to the HPG authorizations and beyond for reallocation begins?</p> <p>Patrick Loose provided the following answers and suggestions:</p> <ul style="list-style-type: none"> • It takes about 2-3 months due to the logistics of administrative contracting. • Helpful to have a timeline. • HRSA expectations: What is the need of clients, what is the gap, and what is required to fill that gap 	
<p>c. Discussion/Potential Action Item: Potential alternative housing options.</p>	<p>Additional alternative temporary housing options beyond independent living facilities</p> <p>Housing Opportunities for Persons with HIV/AIDS (HOPWHA) funded housing is available</p> <p>Independent Living Association (ILA) rents rooms to people in need; this is less expensive than hotels. https://ilacalifornia.org/san-diego-county</p>	<p>HPG support staff will draft a list of existing services</p> <p>HPG support staff will ask Freddy Villafan to provide a presentation on housing or if he knows of someone who can provide information about housing services</p>
<p>10. Routine Business</p>		
<p>a) Review Monthly and YTD expenditures and examine for any recommended reallocations</p> <p>i. Review of over/under spending</p>	<p>No recommendations for reallocations currently.</p> <p>PARS Waitlist:</p> <ul style="list-style-type: none"> - No update - Add this to monthly check-ins with HSHB 	
<p>b) Review Monthly and YTD service utilization report</p>	<p>Tabled</p>	
<p>c) COVID-19/Monkeypox update</p>	<p>Tabled</p>	

Agenda Item	Action	Follow-up
d) Affordable Care Act (ACA) update	Tabled	
e) HIV Prevention update	Tabled	
f) Review the PSRAC FY 24 Work Plan	Tabled	
11. New Business		
a) Action Item: Approve the recommendation(s) for the reallocation of Part A funds in FY 22 (the current fiscal year; March 1, 2022 – February 28, 2023).	No reallocation recommendations currently.	
b) Presentation: HPG Conflict of Interest (COI) policy and COI disclosure form – Rodney von Jaeger	<p>Rodney von Jaeger gave an overview of the HPG COI policy and disclosure form. He also reviewed the Form 700 (Statement of Economic Interest) requirement.</p> <p>The HPG COI disclosure form is required for HPG and committee members annually. Form 700 is required annually for HPG members.</p>	
12. Suggested items for the PSRAC agenda	None	
13. Next Meeting: Thursday January 12, 2023. Location: WebEx	<p>Continue discussing recommended reallocations to HPG for March 1, 2023, established budget.</p> <p>Needs assessment questions:</p> <ul style="list-style-type: none"> • What do we want to plan for needs assessment for 2023? • Is funding available for a consultant to support the assessment next year? 	
14. Announcements	<p>Christie's place finished its second cohort for Project Pearl. Nine people attended, and one person plans to apply to the HPG. The Spanish-speaking cohort of the project is starting in January 2023</p> <p>Truax Award Winners are Lisa Asmus, Jerry Turner, Rhea Van Brocklin, and Kenneth Riley, MD,</p> <p>Congratulations to Dr. Beth Davenport on completing her doctorate.</p>	
15. Adjournment	5:00 PM	



County of San Diego

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WILMA J. WOOTEN, M.D., M.P.H.
PUBLIC HEALTH OFFICER

SAN DIEGO HIV PLANNING GROUP (HPG) PRIORITY SETTING and RESOURCE ALLOCATION COMMITTEE (PSRAC)

Thursday, January 12, 2023
3:00 PM – 5:00 PM

WebEx Meeting

DRAFT MINUTES

Quorum is Seven (7)

Committee Members Present: Alberto Cortes / Dr. Beth Davenport / Felipe Garcia-Bigley / Pam Highfill / Dr. Delores Jacobs (Chair) / Cinnamon Kubricky / Karla Quezada-Torres / Raul Robles / James Rucker / Regina Underwood / Rhea Van Brocklin / Freddy Villafan /

Committee Members Absent: Chris Mueller

Agenda Item	Action	Follow-up
1. Call to order	Dr. Jacobs called the meeting to order at 3:01 p.m. and noted that a quorum was established.	
2. Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e)	All votes at the meeting were taken by roll call; committee members' names were called out verbally, then individual voice votes were noted and recorded. Action: Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e) a. Find that the HPG has reconsidered the circumstances of the State of Emergency b. Find that State and local officials continue recommending measures to promote social distancing. Motion/Second/Count (M/S/C): Van Brocklin/ Davenport Abstentions: Jacobs Motion carries	
3. Reminders	Dr. Delores reviewed the conflict of interest, the committee's purview, the focus on service priorities, and the meeting rules with participants.	

Agenda Item	Action	Follow-up
4. Public Comment on non-agenda items (for members of the public)	A member of the public commented that the Recipient's service utilization data is incomplete and needs to be accessible for consumers to follow. They also suggested that the data should be presented for the entire year instead of monthly.	
5. Sharing our concerns (for committee members).	<ul style="list-style-type: none"> • A committee member requested to have a presentation about Fentanyl. • A committee member commented that the SDG&E rates are rising, and there may be a higher demand for emergency assistance to pay utilities. • A committee member commented about equitable access to primary care and supportive services and how it differs from reality and should be addressed. • Alfredo de Jesus requested additional information about the removal from the HPG. 	<p>HPG Staff will look for someone to provide a presentation on Fentanyl use.</p> <p>HPG Staff will contact Alfredo de Jesus regarding the removal from the HPG.</p>
6. Action: Review and approve the agenda for January 12, 2023	<p>Action: Approve the January 12, 2023 meeting agenda as presented.</p> <p>M/S/C: Van Brocklin/Davenport 11/0</p> <p>Abstentions: Jacobs</p> <p>Motion carries</p>	
7. Approve the meeting minutes from December 8, 2022;	<p>Action: Approved December 8, 2022; meeting minutes as presented</p> <p>M/S/C: Highfill/Villafan 9/0</p> <p>Abstentions: Jacobs/Kubricky</p> <p>Motion carries</p> <p>HPG Staff noted that committee members are allowed to vote to approve minutes even if they were absent from that meeting.</p>	
a. Follow-up items	<p>Pending items for the next meeting:</p> <ul style="list-style-type: none"> • HPG Staff will request from the Recipient's office information to update the comparison data sheet by adding the following year's budget total to allow immediate comparison and update the comments section, including a detailed description of the reason for the reallocation 	

Agenda Item	Action	Follow-up
	<ul style="list-style-type: none"> HPG will work on a list of existing services 	
8. Review committee attendance	Reviewed, Dr. Jacobs reminded members to get in touch with committee members if they see 3 – 4 absences.	
9. Old Business		
a. Getting to Zero (GTZ) Community Action Plan		
1. Expand Ryan White funded mental health services capacity: Increasing rapid access to regional availabilities, decreasing wait times	The PSRAC committee oversees this item of the GTZ Action Plan. In the coming meetings, the feasibility of this request will be discussed.	
2. Explore the feasibility and cost of creating walk-in medical services, mental health services, and substance use treatment services	Dr. Jacobs discussed HPG actions moving forward to fund housing at full capacity and increase capacity for mental health.	
b. Discussion item: Expenditure data review for the PSRAC process: Process for review of previous year reallocations and data upon which they were based and compare to approved upcoming (next year) and accompanying data thus far to forecast potential needs/changes which may be required	Tabled	
1) Any reallocation recommendation from the Recipient	To be discussed in agenda item 11. a.	
10. Routine Business		
a) Review Monthly and YTD expenditures and examine for any recommended reallocations	Public comment: <ul style="list-style-type: none"> A member of the public recommended a review of new clients be divided by month and included the previous year by month to see trends. 	HPG Staff will look to see if there is information on women and children who

Agenda Item	Action	Follow-up
a) Review of over/under spending	<ul style="list-style-type: none"> A member questioned about the information on women and children that are newly diagnosed <p>There are 25 clients are on a waiting list, and 128 are in PARS.</p> <p>The review included data through November 2022. There is an action going to the HPG for reallocation for FY 23, the next fiscal year. In addition, there are continued lower expenditures in Primary Care, Medical Specialty, Psychiatric Medication Management, and Oral Health.</p>	are newly diagnosed
b) Review Monthly and YTD service utilization report	Data through Dec. 2022 was presented. There were 3,156 clients served, which is a 10% decline compared to the previous year. Viral suppression for RW clients with a viral load test was 90%.	
c) COVID-19/Monkeypox (MPOX) update	The MPOX state of emergency will likely conclude for California and has already concluded in San Diego County. The MPOX Task Force will continue to meet regularly. Vaccine uptake in the Latinx and African American populations is where efforts are concentrated.	
d) Affordable Care Act (ACA) update	No report	
e) HIV Prevention update	A testing report will be provided next month.	
f) Review the PSRAC FY 23 Work Plan	Reviewed	
11. New Business		
a) Action Item: Approve the recommendation(s) for the reallocation of Part A funds in FY 23 (next fiscal year; March 1, 2023 – February 28, 2024).	The committee reviewed the Recipient recommendations for reallocation for FY 23 will go to HPG needing motions and seconds from the floor. The details were included in the Action Item Info Sheet in the meeting materials packet.	Forward to the HPG for action on January 25, 2023.
b) Discuss and plan for the three components of the Needs Assessment process <ol style="list-style-type: none"> Survey of HIV Impact (for PLWH and those at risk) 	The PSRAC recommends that the HPG conduct a Survey of HIV Impact as part of the needs assessment process this year by a consultant.	

Agenda Item	Action	Follow-up
c) Provider Survey		
d) Regional Community Meetings/Focus Groups	The committee recommended conducting regional community meetings/focus groups, also done by a consultant. This is a consideration if in-person meetings occur.	
12. Suggested items for the PSRAC agenda	None.	
13. Next Meeting: Thursday February 9, 2023 Location: WebEx		
14. Announcements	<p>Rodney von Jaeger, HPG Support Staff Lead, will retire at the end of January 2023. Thank you for all you have done!</p> <p>Project PEARL is looking for attendees to join their Spanish cohort. The Spanish-speaking cohort will begin on January 20, 2023, in person. Contact Christie's Place to sign up.</p> <p>The Women's Conference is scheduled for March 11, 2023. Contact Christie's Place to sign up. https://awomansvoice.info/</p>	
15. Adjournment	Meeting adjourned at 4:28 PM	



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WILMA J. WOOTEN, M.D., M.P.H.
PUBLIC HEALTH OFFICER

SAN DIEGO HIV PLANNING GROUP (HPG) COMMUNITY ENGAGEMENT GROUP

Join Zoom Meeting

<https://zoom.us/j/95469032405?pwd=cnJuUjVrVjRhdlByS21LWkQ1bllzd09>

Wednesday, November 9, 2022

3:00 PM – 5:00 PM

DRAFT MINUTES

Quorum = Three (3)

Members Present: Michael Donovan / Michael Lochner (HPG Chair)

Members Absent: Allan Acevedo (Chair) / Alfredo De Jesus

Agenda Item	Action	Follow-up
1. Call to order/ Moment of Silence	Meeting was cancelled due to not having quorum to be held.	



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Join Zoom Meeting

<https://zoom.us/j/95469032405?pwd=cnJuUUVrVjRhdlByS21LWkQ1blIzd09>

Wednesday, December 7, 2022

3:00 PM – 5:00 PM

DRAFT MINUTES

Quorum = Three (3)

Members Present: Allan Acevedo (Chair) / Alfredo De Jesus / Michael Donovan / Mikie Lochner (HPG Chair)

Members Absent:

Agenda Item	Action	Follow-up
1. Call to order/ Moment of Silence	Allan Acevedo called the meeting to order at 3:01 PM and noted a quorum was established.	
2. Action: Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e)	<p>Action: Recognize that there is a continued proclaimed state of emergency and State and local officials have imposed or recommended measures to promote social distancing authorizing teleconferenced meetings pursuant to Government Code section 54953(e).</p> <p>Motion/Second/Count (M/S/C): Mikie/Allan Abstentions: De Jesus, Donovan Motion: Carries</p>	
3. Zoom Housekeeping	Reviewed by Allan Acevedo	
4. Review		
a. Background, mission statement, goals, and ground rules	Reviewed.	

Agenda Item	Action	Follow-up
5. Introductions, icebreaker	People introduced themselves and as an icebreaker the Chair asked what people did to celebrate Thanksgiving.	
6. Public Comment – For Non-HPG Member Participants	None	
7. Sharing our Concerns For all Participants	None	
8. Routine Business		
a. Review/approval of meeting agenda for December 7, 2022	Motion: Approve the meeting agenda for December 7, 2022 as presented. With update to move Shannon's presentation earlier. M/S/C: Donovan/Mikie 3/0 Abstentions: De Jesus Motion: Carries	
b. Review/approval of meeting minutes for November 9, 2022 (Review follow-up items)	Motion: Approve the meeting minutes for November 9, 2022 as presented. M/S/C: Donovan, Lochner 3/0 Abstentions: De Jesus Motion: Carries	
c. Review/approval of meeting minutes for October 19, 2022 (Review follow-up items)	Motion: Approve the meeting minutes for October 19, 2022 as presented. M/S/C: Lochner, Donovan 3/0 Abstentions: De Jesus Motion: Carries	
9. Old Business		
a. Review: Working/Training Plan	<p>Once this group starts meeting in person, the intent is to have meetings in different venues.</p> <p>Training plan should include training on the different service categories based on what the community has specified are of importance.</p>	

Agenda Item	Action	Follow-up
	<p>Suggestions that were made: Dental, Transportation, Housing, Insurance Programs (Such as ADAP and Health Insurance Program), Ryan White, By Laws, Robert Rules of Order, Conflicts of Interest, Epidemiology Data and the process to gather that information. A suggestion was made that in February and May there should be a housing presentation, June should continue to be the Happyville exercise, August should not have any presentations because that is when HPG meets every week and may conflict with this group.</p> <p>Draft timeline should be put together to be presented next month.</p>	
b. Discussion: Co-Chair Vacancy	Anyone interested please apply.	
10. New Business		
a. Presentation: CARE Partnership – Shannon Ransom	Shannon presented on how CARE Partnership works in conjunction with HPG as a separate partnership and not a committee. She emphasized the differences from committees when it comes to HPG rules, such as Brown Act, HPG membership, rules on votes, public comment, etc. She also spoke of the benefits this change brought regarding participation from the community, and how the partnership with HPG and HPG Support Staff is working now.	
b. Review: Conflict of Interest – Rodney Von Jaeger	Conflict of interest was reviewed by Rodney Von Jaeger, HPG Support Staff Lead. This included the definition of COI, and the procedure for HPG members to notify of possible COI to the HPG. This only applies to HPG members only.	
c. Review: Changes to wording in Consumer Group Charge.	New wording in Group charge was approved and will move to Steering Committee for approval.	
11. Updates		
a. CARE Partnership	CARE Partnership is meeting on Monday December 12 th , 2022 at 11:00AM via Zoom. Leadership has changed with	

Agenda Item	Action	Follow-up
	Shannon Ransom and Patty Lopez stepping down to give the opportunity for people with lived experiences to lead the partnership. Johnneisha Jones was elected as the Chair, with Venice Price and Amanda Duffell Mirador as co-chairs.	
b. Membership Committee	Membership will be looking at a couple of applications that were submitted. Interviews are being scheduled for the next meeting. They will also review unfilled seats and are actively recruiting for those seats. Participants are invited to apply.	
c. Strategies & Standards	It took place Wednesday December 6, 2022. There was a discussion on people being served regardless on their Ryan White use and barriers they experience to access care, including Transportation. Universal Standards were also discussed to include competency and trauma informed care training.	
d. Medical Standards and Evaluation (MSEC)	Did not meet in November.	
e. Priority Settings and Resource Allocation Committee (PSRAC)	Next meeting is 12/08/2022. They will be looking at any reallocations that come through, but currently there are none. They will also be looking at their Work Plan and budget.	
f. Steering	Scheduled to meet on Thursday December 15, 2022. They will be looking into modifying agendas to run quicker and more efficiently.	
g. HPG	Scheduled for December 21, 2022. They will be looking at any recommendations sent from committees. HPG will not be meeting in March to schedule the annual retreat.	
h. MPOX Task Force	December 15, 2022 meeting has been canceled but will meet again in January to discuss equity of vaccine access. The MPOX Task Force was recognized for their effort to address MPOX in San Diego County.	
i. Joint Housing Committee	The Joint Housing Committee meets every four months and Consumer Engagement	

Agenda Item	Action	Follow-up
	group will have regular updates a month after they meet.	
12. Announcements	<p>POZabilities will be doing a dinner for Christmas holiday.</p> <p>The Mayor of San Diego signed a proclamation for World AIDS Day which was on December 1st, 2022. The proclamation will be shown on social media and website. Mikie Lochner wrote an article regarding World AIDS Day in The San Diego Union Tribune.</p> <p>Truax Awards took place December 1st</p> <ul style="list-style-type: none"> ▪ Service Award: HIV Education, Prevention and/or Counseling and Testing <ul style="list-style-type: none"> ○ Presented to: Lisa Asmus ▪ Service Award: HIV Care, Treatment and/or Support Services <ul style="list-style-type: none"> ○ Presented to: Jerry Turner ▪ Service Award: HIV Planning, Advocacy and/or Policy Development <ul style="list-style-type: none"> ○ Presented to: Rhea Van Brocklin ▪ 2022 Dr. A. Brad Truax Award <ul style="list-style-type: none"> ○ Presented to: Kenneth Riley, MD 	
13. Confirm next meeting date Wednesday, January 18, 2023 via Zoom	Next Meeting: Wednesday, January 18, 2023 via Zoom	
14. Adjournment	Meeting was adjourned at 4:28 PM	



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Join Zoom Meeting

<https://zoom.us/j/95469032405?pwd=cnJuUUVrVjRhdlByS21LWkQ1blIzd09>

Wednesday, January 18, 2023

3:00 PM – 5:00 PM

DRAFT MINUTES

Quorum = Three (3)

Members Present: Allan Acevedo (Chair) / Alfredo De Jesus / Michael Donovan / Mikie Lochner (HPG Chair)

Members Absent:

Agenda Item	Action	Follow-up
1. Call to order/ Moment of Silence	Allan Acevedo called the meeting to order at 3:02 PM and noted a quorum was established. Moment of silence observed.	
2. Action: Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e)	Action: Recognize that there is a continued proclaimed state of emergency and State and local officials have imposed or recommended measures to promote social distancing authorizing teleconferenced meetings pursuant to Government Code section 54953(e). Motion/Second/Count (M/S/C): Lochner/De Jesus 1/0 Abstentions: Donovan Motion: Carries	
3. Zoom Housekeeping	Reviewed by Allan Acevedo.	
4. Review		
a. Background, mission statement, goals, and ground rules	Reviewed by participants.	
5. Introductions, icebreaker	Participants introduced themselves. Icebreaker: Do you have a resolution for the new year?	

Agenda Item	Action	Follow-up
6. Public Comment – For Non-HPG Member Participants	Participant wanted to thank HPG for adding dental services to Ryan White and creating a welcoming environment.	
7. Sharing our Concerns For all Participants	None were voiced.	
8. Routine Business		
a. Review/approval of meeting agenda for January 18, 2023	Motion: Approve the meeting agenda for January 18, 2023 as presented. M/S/C: Lochner/Donovan 2/0 Abstentions: None Motion: Carries	
b. Review/approval of meeting minutes for December 7, 2022 (Review follow-up items)	Motion: Approve the meeting minutes for December 7, 2022 as presented. M/S/C: Lochner/Donovan 2/0 Abstentions: None Motion: Carries	
9. Old Business		
a. Review: Working/Training Plan	The Committee Chair and staff will coordinate a presenter for the Housing Service Categories for the month of February and other members would like to review other Service Categories on a regular basis. A member would like to see a presentation on AB 2449 in March.	
b. Discussion: Co-Chair Vacancy	Committee Co-Chair nominations are still open. There were no nominations at the meeting. If someone would like to nominate themselves or someone, contact Allan Acevedo, Mikie Lochner, or the HPG support staff.	
10. New Business		
a. Review: HPG Bylaws	Reviewed the changes of the HPG Bylaws, most importantly changing Unaffiliated Consumer seats to General Member seats, definition of a membership term, and attendance requirements. HPG Support staff informed participants that the quorum was discussed at the Steering Committee on January 17, 2023, and there was a recommendation to change the HPG and committee quorums to 33%.	
11. Updates		
a. CARE Partnership	The Project PEARL Spanish cohort will be starting soon; they still have 2 spots open. They are planning for a second Project	

Agenda Item	Action	Follow-up
	PEARL cohort in English later this year. The Women's Conference will be on March 11, 2023 and will be hybrid format, in-person and virtual. .	
b. Membership Committee	Esteban Duarte will be interviewing next month, along with two term renewal applications. The Hospital and Medi-Cal seats are still open, and the chair is working on getting those filled. Recruitment is an on-going discussion.	
c. Strategies & Standards	January meeting was cancelled. They continue working on JEDI Principles implementation. Workforce community representation is also a continuing discussion.	
d. Medical Standards and Evaluation (MSEC)	They did not meet in November 2022 and is scheduled to meet on February 14, 2023.	
e. Priority Settings and Resource Allocation Committee (PSRAC)	They reviewed Recipient recommendations for FY23-24 fiscal year reallocations (next fiscal year; March 1, 2023 – February 28, 2024). They are also working on a presentation on Fentanyl and the Getting to Zero (GTZ) community plan.	
f. Steering	They are actively working on getting for in-person meetings and is looking for locations. A working group was formed which will meet next Friday to discuss the issue.	
g. HPG	There will not be a regular HPG meeting in March as the HPG will have its retreat, which is only for HPG members and support staff and not open to the public. There is active discussion about having HPG meetings at different regions at least twice a year. Nominations for HPG Vice Chairs are open.	
h. MPOX Task Force	They will be a meeting tomorrow, January 19, 2023 where they will discuss equitable access to the vaccine as Latinx and Black community members are demonstrating decrease vaccination rate.	
i. Joint Housing Committee	They did not meet quorum at their meeting earlier today. Cinamen Kubricky, an	

Agenda Item	Action	Follow-up
	HPG member and consumer of services, was there for an interview to join the Committee but was unable due to the quorum issue. Allan Acevedo is now an active member and will report on any updates coming from the meeting.	
12. Announcements	Rodney von Jaeger is retiring at the end of the month, and this is his last Community Engagement Group. Rodney will be missed!	
13. Confirm next meeting date Wednesday, January 18, 2023 via Zoom	Next Meeting: Wednesday, February 15, 2023 via Zoom	
14. Adjournment	Meeting was adjourned at 4:08PM	



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WILMA J. WOOTEN, M.D., M.P.H.
PUBLIC HEALTH OFFICER

San Diego HIV Planning Group (HPG) HPG Monkeypox (MPOX) Task Force Thursday, September 15, 2022

3:00 PM

Meeting occurred via video teleconference (Zoom)

MINUTES

Quorum is 6

Task Force Members Present: Allan Acevedo, Alberto Cortes, Max Disposti, Cinnamen Kubricky, Bob Lewis, Mikie Lochner (Chair), Patrick Loose, Raul Robles, Dr. Stephen Spector

Task Force Members Absent: Brenda Huerta, Dr. Ankita Kadakia;

Agenda Item	Action/Discussion	Follow-up
1. Call to Order/ Establishment of Quorum	Mikie Lochner, Chair, called the meeting to order at 3:00 p.m. and noted the presence of a quorum.	
2. Action: Continuation of Teleconferencing	All votes at the meeting were taken by roll call; Task Force members' names were called out verbally, then individual voice votes were noted and recorded. Action: Continuation of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e). a. Find Task Force has reconsidered the circumstances of the State of Emergency b. Find that State and local officials continue recommending measures to promote social distancing. Motion/Second/Count (M/S/C): Cortes/Lewis 8/0 Abstentions: Lochner Motion carries	
3. Chair Comments; Ground Rules & Abstentions	The chair reviewed the meeting ground rules and rules for teleconference meetings.	
4. Public Comment (See page 2 of agenda for rules)	UC San Diego/Antiviral Research Center is starting a clinical trial for Tecovirimat for MPOX treatment. To be eligible, someone must have at least one lesion that can be swabbed. Those who are mild or moderate will	

Agenda Item	Action/Discussion	Follow-up
	be randomized but those who are severe or who progress to severe will be placed on the study drug. Contact Marvin Hanashiro at mhanashiro@ucsd.edu or call or 543-3740 for details.	
5. Sharing our concerns/Member Introductions	UC San Diego Mother Child Adolescent Program is also working on the Tecovirimat study and would work with women who are pregnant or children who contract MPOX, if any are identified. Members did self-introductions.	
6. Action: Approval of the HPG MPOX Task Force agenda for September 15, 2022	Action: Approve HPG MPOX Task Force agenda for September 15, 2022 as presented. M/S/C: Acevedo/Lewis 8/0 Abstentions: Lochner Motion Carries	
7. Old Business		
None		
8. New Business		
a. ACTION: Finalize Work Plan	Regarding the order of the work plan, a member asked if the order on the work plan is the same order that items will be addressed. Specifically, vaccine equity is second on the work plan, but the member stated that the committee would really need to consider epidemiology, activity to date, and other data to be able to fully discuss vaccine equity. Patrick Loose will prepare data and vaccine equity will be an agenda item at the next meeting.	Vaccine equity data will be presented at next meeting.
b. Training: Overview of Human Monkeypox Virus (MPOX)	Patrick Loose presented Transmission, Treatment, and Prevention information.	
Training: MPOX Epidemiology	As Dr Kadakia was not able to attend today's meeting, Patrick Loose presented slides for MPOX epidemiology for San Diego County, which were included in the meeting packet.	

Agenda Item	Action/Discussion	Follow-up
c. Training: MPOX Vaccination Efforts	<p>As Dr Kadakia was not able to attend today's meeting, Patrick Loose presented the slides, which were included in the meeting packet.</p> <p>A member requested information about how many people have been vaccinated in San Diego and how many have received only one dose. That data will be presented at the next meeting.</p> <p>MPOX updates are available via text line. Text "COSD MONKEYPOX" to 468-311 to sign up for text updates including information about vaccination events.</p> <p>The County website is Human-Monkeypox (sandiegocounty.gov)</p> <p>Telebriefings to the LGBT+ community will continue and, starting in October, will be done on 1st and 3rd Wednesdays of each month at 10:00.</p> <p>People seeking care at County STD Clinics are asked to make an appointment to ensure that staff is available to provide care.</p> <p>San Diego gets vaccine from State of California. Additional vaccine has been requested. Amounts distributed by the State is based on a formula that uses number of MPOX and Syphilis cases</p>	<p>How many people have been vaccinated in San Diego and how many have received only one dose?</p> <p>Information about how many vaccine vials are left will be presented at next meeting.</p>
d. Training: MPOX Response Efforts Already Taken.	<p>MPOX update is included in HHSA LGBT+ sector briefing and all other sector briefings.</p> <p>Materials have been developed and are available on the web site and have been distributed to community-based events.</p> <p>There have been several vaccine events and those will continue based on availability of vaccine.</p> <p>HIV education and outreach contracts have been updated to include MPOX.</p> <p>A social media campaign has been launched to include application where men connect for sexual contacts (e.g., Grindr). The goal of campaign is to have 21 million views by the end of the year.</p> <p>Barriers identified: Not everyone is able to take time off during the day to attend a vaccination event, especially on short notice; some men, perhaps especially Black and Hispanic men who are at risk are not ready for vaccination due to stigma; the fact that the intradermal injection may be noticeable for days after injection.</p> <ul style="list-style-type: none"> • Committee members provided the following ideas: • Although the epidemiology shows that men who have sex with men are at highest risk, some of the messaging that emphasizes this risk may not reach men in the African American community if 	

Agenda Item	Action/Discussion	Follow-up
	<p>they do not identify as gay or bisexual (even if there are engaged in sex with other men). Those messages may get lost. One strategy that has been used in HIV in the past is to emphasize that this is a disease that anyone can get.</p> <ul style="list-style-type: none"> • Events that prioritize or focus on specific communities may also stigmatize those communities. It may be helpful to combine MPOX events with other events, such as COVID testing/vaccinations, which may lessen the stigma. • Events in North County are appreciated but more events are needed in Escondido. • Methods that work in Hillcrest may not work in other parts of the County. Important be careful about how messages are presented. • There may be “vaccination fatigue” in the community so that even though this is a different vaccine, it may be harder to get people’s attention. If this is true, how can this be addressed? • Outreach to the community should include community leaders as trusted sources of information along with health professionals. • Data on County MPOX web site Vaccine page shows the disparity between the rates of infection and the rate of vaccination in Black and Hispanic men. • Although the small number of women means that demographics can not yet be reported, it will be important to track this information as it becomes available • Members asked if there was any information about infection and vaccination rates in the prisons systems. Not available for this meeting but this will be researched and reported at a future meeting 	
e. Discussion: Ongoing Data and Reporting Requests to Support Work of Task Force	<ul style="list-style-type: none"> • Infection and vaccination rates in the prison system. • Who is providing messages – the importance of community leaders (e.g., the Pastor of a community church, etc.)? • Data from Substance Use programs and recovery centers. • Confirmed cases among people who have had one or two doses of the vaccine (breakthrough) 	

Agenda Item	Action/Discussion	Follow-up
f. Discussion: Additional Training Required to Support Work of Task Force	For community training, identifying who is providing the message and how well that matches the community will be important.	
9. Suggestions for consideration of future items	<p>Vaccine equity</p> <p>Will there be a vaccination event during AIDS Walk?</p> <p>Is it possible to learn about community events in advance?</p> <p>Can vaccines be made available for members of specific community at the time outreach efforts are made? When vaccine events become fully booked so quickly, it is very difficult to get those at highest risk scheduled even if they are convinced to get a vaccine. There are some options for access codes, but these are only available one week prior to an event. Once appointments are open to the public, the access codes are no longer valid.</p>	
10. Announcements		
11. Next meeting date	<p>Next Meetings: October 6, 2022 and October 27, 2022</p> <p>Location: Zoom</p>	
Adjournment	PM	



County of San Diego

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DIRECTOR

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WILMA J. WOOTEN, M.D., M.P.H.
PUBLIC HEALTH OFFICER

San Diego HIV Planning Group (HPG) Monkeypox (MPox) Task Force Thursday, October 6, 2022

3:00 PM

Meeting occurred via video teleconference (Zoom)

MINUTES

Quorum is 6

Task Force Members Present: Allan Acevedo, Brenda Huerta, Dr. Ankita Kadakia; Cinnamon Kubricky, Bob Lewis, Mikie Lochner (Chair), Patrick Loose, Dr. Ken Riley; Dr. Stephen Spector

Task Force Members Absent: Alberto Cortes, Max Disposti, , Raul Robles,

Agenda Item	Action/Discussion	Follow-up
1. Call to Order/ Establishment of Quorum	Mikie Lochner, HPG Chair, called the meeting to order at 3:02 p.m. and noted the presence of a quorum.	
2. Action: Continuation of Teleconferencing	Continuation was considered and had been previously passed on 09.15.2022.	
3. Chair Comments; Ground Rules & Abstentions	Chair thanked the members and requested a moment of silence in remembrance of those who have died.	
4. Public Comment (See page 2 of agenda for rules)	None	
5. Sharing our concerns/Member Introductions	None	
6. Action: Approval of the Task Force agenda for October 6, 2022	Action: Approve Task Force agenda for October 6, 2022 with item 7a postponed until the October 27, 2022 meeting. Chair stated they will abstain from all votes unless there is a tie. M/S/C: Riley/Lewis 7/0 Abstentions: Lochner Motion Carries	
7. Old Business		

Agenda Item	Action/Discussion	Follow-up
a. Training: Health Equity	Postponed during approval of agenda.	
b. Data Report: Vaccine equity data	<p>Dr. Ankita Kadakia provided local, national, and international data report on monkey pox confirmed cases.</p> <p>There is a local decline in cases weekly, which is similar nationally and globally.</p> <p>The committee discussed representation of non-binary persons. Cases are reported based on California Department of Public Health (CDPH) categories. Case counts less than 5 are not reported to protect confidentiality. County collects and maintains more information than is required for State reporting. Statewide reports are based on categories defined in Title 17. County is considering this issue and working on how to record and report data to reflect all people.</p> <p>Data shows there is inequity between rates of infection in some communities and rates of vaccination.</p>	
c. Review Report of Vaccinations; Outreach, Health Education and Risk Reduction Activities; and Social Media Activities	<p>Outreach efforts to population of focus including Gay, MSM are underway and achieving a good click through rate.</p> <p>Efforts have included: Agency in-reach, In-person outreach, on-line outreach, and educational materials. On social media, 2.1 million impressions and 26 thousand click through to the MPOX website. Demand for vaccinations is going down.</p> <p>There has been a lot of collaboration with community organizations.</p> <p>Although the number of cases of MPOX is declining, this is a critical time in the effort to eliminate MPOX. The inequity in vaccine rates is a barrier to elimination.</p> <p>Education and availability of vaccine to all communities is critical.</p> <p>The role of contact investigation was discussed. Committee member asked if there are creative ways to work with identified index cases to help do community education. There is a web site that allows anonymous communication. 'TellYourPartner.org' is available for individuals.</p> <p>The Centers for Disease Control and Prevention (CDC) put a call for pilot between community organizations and local health jurisdictions to provide vaccine. The Request for Proposals (RFP) includes suggestions.</p>	

Agenda Item	Action/Discussion	Follow-up
	<p>County is discussing using mobile foot pods to reach individuals in encampments. Also considering mobile van to provide vaccines in various neighborhoods. Dr. Kadakia has contacts with many organizations and will reach to discuss collaborations. Hoping to reach out to San Diego Black LGBTQ population</p> <p>Committee member mentioned the importance of understanding the barriers for the individual's point of view. Regarding stigma, the intradermal vaccination creates a mark that is visible and last for some time. Committee members wondered whether the potential impact of this visible mark on the willingness of the focus population to get vaccinated had been investigated.</p> <p>If there is information about where outbreaks are occurring, it may be possible to work with community organizations who are providing services.</p> <p>Committee members noted that the digital divide is real and that the current social marketing and web-based outreach and scheduling methods may not be accessible to those who do not use web-based communication.</p> <p>Committee members discussed the importance of partnering with community organizations.</p> <p>It is important to consider the impact of other events on the focus communities. For example, pending changes to Medi-Cal providers may affect access to vaccinations and health care.</p> <p>Advocacy with health care plans to promote understanding the MPOX vaccination is part of duty to provide health care.</p> <p>Members discussed the possibility of coordinating with Live WOW van (Mobile medical van that goes around communities). Live WOW van also provides self-sufficiency services including signing people up for Medi-Cal, Cal Fresh, etc.</p> <p>Committee members discussed the possibly of supporting sponsored vaccination events with trusted organizations in the community.</p> <p>Working with new transgender advocates at Christie's Place.</p> <p>A member spoke about the importance reaching out to Heterosexual women who are HIV+</p> <p>Committee discussed transportation is an issue - Equity California is providing Uber vouchers for those that need transportation to and from vaccination site. Flyer were shared.</p>	

Agenda Item	Action/Discussion	Follow-up
	Members noted that ideas discussed for item 7c also apply to items 7d and 7e.	
d. Discussion of vaccine efforts and suggestions for updates to strategy	Food cards/hygiene cards would be helpful to support outreach efforts. Community members have questions about the cost or vaccination. Members of the community want to know if there any administrative fees that are charged to the patient. Education should be extended to administrative and finance staff, not only primary care physicians. There is speculation that second vaccines are no longer available. In-person/“Boots on the ground” engagement and interactions in some instances would be much more beneficial than social media presence, flyers, etc.	
e. Discussion of outreach efforts and suggestions for updates to strategy	Discussion above also applies to this item.	
f. Discussion of social media efforts and suggestions for updates to strategy	Discussion above also applies to this item.	
g. Review of Work Plan	Reviewed	
h. Discussion: Ongoing Data and Reporting Requests to Support Work of Task Force	A member asked what outreach is being done to drug used treatments programs. Currently there is no specific outreach treatment providers	
i. Discussion: Additional Training Required to Support Work of Task Force		
8. New Business		
a. None		
9. Suggestions to Steering Committee for consideration of future items		
10. Announcements		
11. Next meeting date	Next Meetings: Thursday, October 27, 2022 and Thursday, November 10, 2022 Location: WebEx	
Adjournment	4:30 PM	



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WILMA J. WOOTEN, M.D., M.P.H.
PUBLIC HEALTH OFFICER

San Diego HIV Planning Group (HPG)

MPox Task Force

Thursday, October 27, 2022

3:00 PM

Meeting occurred via video teleconference (Zoom)

MINUTES

Quorum is 6

Task Force Members Present: Brenda Huerta, Dr. Ankita Kadakia; Bob Lewis, Mikie Lochner (Chair), Antonio Page-Khan, Dr. Ken Riley, Raul Robles, Dr. Stephen Spector

Task Force Members Absent: Allan Acevedo, Alberto Cortes, Max Disposti, Cinnamen Kubricky, Patrick Loose,

Agenda Item	Action/Discussion	Follow-up
1. Call to Order/ Establishment of Quorum	Mikie Lochner, HPG Chair, called the meeting to order at 3:01 p.m. and noted the presence of a quorum.	
2. Action: Continuation of Teleconferencing	All votes at the meeting were taken by roll call; Task Force members' names were called out verbally, then individual voice votes were noted and recorded. Action: Continuation of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e). a. Find HPG has reconsidered the circumstances of the State of Emergency b. Find that State and local officials continue recommending measures to promote social distancing. Motion/Second/Count (M/S/C): Spector/Riley 6/0 Abstentions: Lochner Motion carries	
3. Chair Comments; Ground Rules & Abstentions	Ground Rules were reviewed.	

Agenda Item	Action/Discussion	Follow-up
4. Public Comment (See page 2 of agenda for rules)	None.	
5. Sharing our concerns/Member Introductions	None.	
6. Action: Approval of the Task Force agenda for October 27, 2022	Action: Modify Agenda so that Item 9b occurs directly after approval of the minutes and approve the meeting Agenda for October 27, 2022 M/S/C: Riley/Page-Kahn 7/0 Abstentions: Lochner Motion carries	
Data Report: Vaccine Equity Data	<p>Data Report: Vaccine equity data 440 total cases with a continued decline in new cases. Data report now includes non-binary where available. Data in immunization registry is voluntary. CDPH is working on review of data that can be gathered to include full gender representation. Timeline of revision is about 2 years. Follow up from prior meeting: County staff, including Kym Hodge, have reached out to the organizations mentioned during last meeting. Going forward, recommended actions from this Task Force should be formalized into a written document that can be forwarded to the County of San Diego Monkeypox Incident Commander. To reduce stigma, sub-cutaneous vaccinations are now available at County sites for those who request them. Permission to make this change was requested due to feedback from this committee and other sources. The County worked with the California Department of Public Health (CDPH) and ultimately CDC to obtain approval. The Monkeypox Health Emergency is likely to end November 10, 2022 because the number of new cases is falling below the threshold to continue declaration of a health emergency. It is important to note that vaccinations and other events (testing, treatment, vaccination) will continue to address disparities. The County and this Task Force will continue to work towards the goal of achieving vaccination equity.</p>	Staff to coordinate with Kym Hodge (who will work with Mary Grace) regarding reviewing messages about second doses

Agenda Item	Action/Discussion	Follow-up
	Some members of the community may need help to understand why a second dose of vaccine is important. Potential confusion that second dose is required because not enough was given during the first vaccine because of the shortage. Enhanced education to address this concern is recommended.	
7. Action: Approve Task Force meeting minutes	Action: Approve Task Force meeting minutes from September 15, 2022 and October 6, 2022 M/S/C: Spector/Huerta 6/0 Abstentions: Lochner Motion Carries	
8. Old Business		
a. Training: Health Equity	Tabled	
b. Data Report: Vaccine equity data	Moved to directly follow approval of the Agenda above.	
c. Review Report of Vaccinations; Outreach, Health Education and Risk Reduction Activities; and Social Media Activities	Tabled	
d. Discussion of vaccine efforts and suggestions for updates to strategy	Mikie Lochner asked the committee to consider whether the messages used to reach the African American and Latino communities should be the same as what is being used to reach other communities. A member commented that images, as a message component, are important and should also be considered. A member stated that they have heard some providers have discouraged people from getting the vaccine because they “didn’t fit the risk group.” This may contribute to stigma and the County should emphasize to providers that no one should be discouraged from getting the vaccine. Messages and images used as part of the prevention contract can be obtained from Delio Ladron de Guevara. Other materials can be obtained from Kym Hodge. CDC and CDPH image are also available.	Staff to coordinate with Delio Ladron de Guevara and Kym Hodge to obtain materials used in outreach to be included in the next meeting packet for review by the Task Force.
e. Discussion of outreach efforts and suggestions for updates to strategy	Committee members would like to see what messages and images are currently being used. A presentation from Lori Jones was requested for the next meeting.	Presentation by Lori Jones (15 min) to be added to next meeting agenda

Agenda Item	Action/Discussion	Follow-up
f. Discussion of social media efforts and suggestions for updates to strategy	Tabled	
g. Review of Work Plan	No changes	
h. Discussion: Ongoing Data and Reporting Requests to Support Work of Task Force	None.	
i. Discussion: Additional Training Required to Support Work of Task Force	None.	
9. New Business		
	a. None	
10. Suggestions to Steering Committee for consideration of future items	None.	
11. Announcements	None.	
11. Next meeting date	Next Meeting: November 10, 2022 Location: WebEx	
Adjournment	3:46 PM	



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WILMA J. WOOTEN, M.D., M.P.H.
PUBLIC HEALTH OFFICER

San Diego HIV Planning Group (HPG) Monkeypox (MPox) Task Force Thursday, November 10, 2022

3:00 PM

Meeting occurred via video teleconference (Zoom)

MINUTES

Quorum is 7

Task Force Members Present: Allan Acevedo, Alberto Cortes, Bob Lewis, Mikie Lochner (Chair), Patrick Loose, Antonio Page-Khan, Dr. Ken Riley, Raul Robles,

Task Force Members Absent: Max Disposti, Brenda Huerta, Dr. Ankita Kadakia; Cinnamen Kubricky, Dr. Stephen Spector

Agenda Item	Action/Discussion	Follow-up
1. Call to Order/ Establishment of Quorum	Mikie Lochner, MPOX Task Force Chair, called the meeting to order at 3:00 p.m. and noted the presence of a quorum.	
2. Action: Continuation of Teleconferencing	All votes at the meeting were taken by roll call; task force members' names were called out verbally, then individual voice votes were noted and recorded. Action: Continuation of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e). a. Find HPG has reconsidered the circumstances of the State of Emergency b. Find that State and local officials continue recommending measures to promote social distancing. Motion/Second/Count (M/S/C): Acevedo/Lewis 6/0 Abstentions: Lochner Motion carries	
3. Chair Comments; Ground Rules & Abstentions	Reviewed by chair.	

Agenda Item	Action/Discussion	Follow-up
4. Public Comment (See page 2 of agenda for rules)	None.	
5. Sharing our concerns/Member Introductions	<p>The MPOX Public Health Emergency will end today (11/10/22). A County Public Health Emergency is in effect when the number of cases exceeds the County's capacity to respond effectively. At the current rate, the County has the infrastructure to respond to the number of new infections. The County is still responding to MPOX to achieve health and vaccine equity and to eliminate the transmission of MPOX.</p> <p>Since the MPOX Public Health Emergency will end, a member asked if the Task Force should consider the meeting schedule and potentially reduce the frequency of MPOX Task Force meetings.</p> <p>The County and local leaders received recognition from Harold Philips, Director White House National AIDS Policy, for the response to the MPOX outbreak and especially for using the knowledge obtained from responding to HIV.</p>	
6. Action: Approval of the Task Force agenda for November 10, 2022	<p>Action: Approve Task Force agenda for November 10, 2022 as presented.</p> <p>M/S/C: Riley/Lewis 7/0</p> <p>Abstentions: Lochner</p> <p>Motion carries</p>	
7. Action: Approve Task Force meeting minutes	<p>Action: Approve Task Force meeting minutes from October 27, 2022</p> <p>M/S/C: Riley/Lewis 5/0</p> <p>Abstentions: Lochner, Acevedo, Cortes</p> <p>Motion carries</p>	
8. Old Business		
	<p>a. Training: Health Equity</p> <p>Presented by Patrick Loose (slide presentation)</p> <p>iscussion: The specific message is important. Regarding the ending of the MPOX Public Health Emergency, how this message is delivered will be important. In some communities, if something has "ended," then it has been fixed or has "gone away" and there is no need to worry about it anymore. For many people, especially those with limited resources, if it is not causing problems right now, then it is not important. The message that the MPOX State of Emergency is ending should be delivered so that the Latinx community understands that the rate of infections is higher in the Latinx community and the rate of vaccination is</p>	

Agenda Item	Action/Discussion	Follow-up
	<p>lower. The message should be that continued vaccination and behavior change is important to prevent future outbreaks.</p> <p>Primary Health providers may not have the resources to educate patients, especially those who are in the most highly affected demographics. If the County provides vaccines but does not provide additional resources for education and outreach, it is a missed opportunity. For providers who serve the most impacted communities, efforts should be made to ensure that the burden does not rest on health providers. The County should have educational resources available for providers to use with patients. It is important to give practical support to community health providers. A suggestion was made to work with trusted health providers of the people who have not received their second dose of vaccine to help deliver the message.</p> <p>To develop better messages, a member suggested asking people who have been vaccinated what message was effective for reaching them.</p> <p>A member recommended the HIV Planning Group and Faith-Based Action Coalition receive a “Health Equity” presentation, similar to what was presented today.</p> <p>Members felt that it will be important to widely distribute the message that the option to receive the vaccine subcutaneously (under the skin of the bicep) is available again. Some men may have avoided or may be hesitant to get the second dose intradermally (between the layers of the skin on the forearm or below the shoulder blade) because of stigma.</p> <p>Members discussed that the MPOX vaccination is competing with other vaccines such as flu, COVID-19, etc. When a member of the community has many complex needs, what we think is important (MPOX vaccine, etc) may not match what they think is important. Providing vaccines along side other resources and programs helps ensure that people do not have to choose between this and other issues and helps to reduce stigma.</p>	
	<p>b. Data Report: Vaccine equity data Tabled</p>	

Agenda Item	Action/Discussion	Follow-up
	c. Review Report of Vaccinations; Outreach, Health Education and Risk Reduction Activities; and Social Media Activities Included in the presentation by Lori Jones	
	d. Presentation: MPOX prevention efforts – Lori Jones Presentation. Attendance of Task Force members and community leaders at various meetings allows sharing of information and planning and a quicker response. Two different tracks: 1) targeting health messages to get to those at the highest risk, and 2) normalizing MPOX so that it is a standard part of health care. Coordinate with Medical Standards and Evaluation Committee of the HPG to discuss whether MPOX be included in care standards	
	e. Review outreach, education, and social media messages and images and consider recommendations to help promote inclusion and equity.	.
	f. Review of Work Plan The next scheduled meeting is Thursday, Dec 15, 2022. (scheduled to allow response to changing information but may be rescheduled to January if rates remain steady.) The focus of future meetings will be on the equity gaps, with the goal to reduce those gaps. That work will take longer than a few months. Chair and staff will work on meeting schedule for 2023.	Chair Lochner, Patrick Loose, and support staff to review prior meeting minutes to identify possible recommendations. Staff to reach out to other jurisdictions with larger Latinx and Black communities to see if there are any recommendations from those organizations
	g. Discussion: Ongoing Data and Reporting Requests to Support Work of Task Force None	

Agenda Item	Action/Discussion	Follow-up
	h. Discussion: Additional Training Required to Support Work of Task Force None	
9. New Business		
	a. None	
10. Suggestions to Steering Committee for consideration of future items		
11. Announcements		
11. Next meeting date	Next Meeting: January 19, 2023: Zoom	
Adjournment	4:31 PM	



County of San Diego

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WILMA J. WOOTEN, M.D., M.P.H.
PUBLIC HEALTH OFFICER

CARE PARTNERSHIP

Monday, October 17, 2022
11:00 AM – 1:00 PM

Meeting URL: <https://zoom.us/j/95445978475?pwd=bmRSNEI3Z2pnRVY3U3g5ZmRZYVN6dz09>

Meeting ID: 954 4597 8475

DRAFT MINUTES

Attendees:

HPG Support Staff:

Spanish Interpretation available, call: 1-888-582-3528 (toll free) /1-847-944-7361 (US toll) – Pass Code 9150 983#

Agenda Item	Action	Follow-up
1. Welcome and introductions	Patty Lopez started the meeting at 11:00AM and participants introduced themselves.	
2. Comments from the Chair/	Shannon will not be joining today so Patty will be leading the meeting.	
a. Respectful Engagement	Reviewed by Gloria Alonzo.	
3. Moment of silence	Observed.	
4. Review Mission Statement	Reviewed by Patty Lopez.	
5. Public comment/ Sharing our Concerns	A participant raised the concern that people that are hard of hearing are not being reached by providers and that their voices aren't being heard. Another participant wanted was appreciative of the Dance retreat. Concerns are being raised about trans women and the need or emergency housing, especially for those seeking asylum. They are also asking for a presentation from Casa Cornelia about their services.	
6. Review & approval of the meeting agenda for October 17, 2022	Approved by consensus.	
7. Review & approval of September 19,	Approved by consensus.	

Agenda Item	Action	Follow-up
2022 meeting minutes		
8. Discuss and update the training plan	Planning for next year has started and Patty will be sending out an email to ask for input on what should be on the Training Plan for 2023. Suggestions from meeting participants included Family Justice Center's mobile services, 2-1-1, Joshua Homes, and the San Diego Housing Commission to be presenters.	
9. Cultural Competency/ Training Opportunities/ Updates	None were put forth.	
10. Old Business		
a. None		
11. New Business		
a. Presentation: NAMI San Diego	Eligibility: Client must be living with HIV/AIDS, they must also meet the emergency criteria, there must be an "after-plan", and must have an active case manager from a RW provider. Services include Hotel/SRO (Up to 2 weeks), Rental assistance (move-in and eviction), Utility payment assistance, vision, and ID/Birth certificate assistance.	
b. Presentation: Townspeople	Denise de la Mora presented on the Emergency Housing Coordination Her program ensures clients have a place to live and she partners with other agencies and hotels. They can house 13 -15 clients per month (for 28-30 days). For more information contact Denise at: Phone number- 619-967-7069 Email - denise@townspeopel.org	
c. Discussion: Co-Chair Opening	Shannon believes that the chairs should be people that have lived experience. They are now opening nominations for both co-chairs and both Shannon and Patty will be stepping aside but will continue to participate. If anyone is interested, Shannon has asked people to contact the HPG, or either co-chair to nominate someone or themselves. Tanisha Jones would like to nominate herself as Chair. She is someone that is living with HIV and has held the position before. Her self-nomination was seconded by Cinnamen Kubricky. Amanda Duffell would also like to nominate herself as the next co-chair for the group. She was part of the PERL project and has been looking for a way to make	

Agenda Item	Action	Follow-up
	a difference in the community and this would be a great way for her. Cinnamen Kubricky also nominated Venice Price.	
12. Reports		
a. Women and Youth Out of Care Group Discussion	The County of San Diego has funded a new contract for low barrier health care, which UCSD MCAP was one of the awardees. Project SHINE research study continues at UCSD.	
b. HIV Planning Group (HPG) Planning Group Support Staff	Two meetings happening this week: Steering Committee and Consumer Group. HPG Orientation is on Thursday October 20 th . HPG is meeting on the 26 th and MPOX Task Force on the 27 th of this month.	
c. Housing Needs/Progress Group Discussion	No updates provided.	
d. Ryan White Part D Shannon Ransom	No updates provided.	
e. Women's Conference 2023	Will happen in person on Saturday March 11 th , 2023. The theme will be "Facing the Future Together". They will also have a fashion show at this event and they are actively looking for models. And "Aging with HIV" Program will also be available.	
f. Research <ul style="list-style-type: none"> • ACTG/AVRC • HNRP • MCAP 	In general, they are fully open to research. MCAP continues to work with infants in COVID-19 research.	
13. Agency updates/Announcements	Next Meeting Date: Monday, November 14, 2022, 11:00 AM, virtually via Zoom	
14. Adjournment	Adjourned at 1:00PM by Shannon.	



County of San Diego

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WILMA J. WOOTEN, M.D., M.P.H.
PUBLIC HEALTH OFFICER

CARE PARTNERSHIP

Monday, December 12, 2022
11:00 AM – 1:00 PM

Meeting URL: <https://zoom.us/j/95445978475?pwd=bmRSNEI3Z2pnRVY3U3g5ZmRZYVN6dz09>

Meeting ID: 954 4597 8475

DRAFT MINUTES

Attendees: Gloria Alonzo, Reginald Carroll, Amanda Duffell Mirador, Klyria Garcia, Aaron Gutierrez, Loren Goldstein, Johneisha Jones (Chair), Cinnamen Kubricky, Patricia Lopez, Nicole Pepper, Myesha Phelps, Venice Price (Co-Chair), Rhea Van Brocklin

HPG Support Staff: Joyce Ann Eclarino, America Gonzalez Castañeda, Delio Ladron de Guevara, Rodney von Jaeger, Carlos Diaz de Leon (Interpreter)

Spanish Interpretation available, call: 1-888-582-3528 (toll free) /1-847-944-7361 (US toll) – Pass Code 9150 983#

Agenda Item	Action	Follow-up
1. Welcome and introductions	Johneisha Jones started the meeting at 11:00AM and participants introduced themselves.	
2. Comments from the Chair/	New interpretation slide was introduced to participants to allow people to hear the meeting in their preferred language (Spanish or English)	
a. Respectful Engagement	Read by Aaron Gutierrez	
3. Moment of silence	Observed.	
4. Review Mission Statement	Read by Rhea Van Brocklin.	
5. Public comment/ Sharing our Concerns	Participant suggested a permanent change to the 4th Monday. This would allow meetings to be more consistent and less need of reschedule due to holidays.	
6. Review & approval of the meeting agenda for December 12, 2022	Approved by consensus.	
7. Review & approval of November 14,	Approved by consensus with correction to be made.	

Agenda Item	Action	Follow-up
2022 meeting minutes		
8. Discuss and update the training plan	Patty Lopez asked for suggestions for topics for next year's training plan. Suggestions from participants included Housing, Jewish Family Services, Oral Care, Christie's Place's PEARL program, and UCSD Morris Cancer Center. Currently on the schedule if Being Alive.	
9. Cultural Competency/ Training Opportunities/ Updates	None	
10. Old Business		
a. None		
11. New Business		
a. Presentation: UCSD Center of Mindfulness	Tabled due to presenter not being available.	
12. Reports		
a. Women and Youth Out of Care Group Discussion	A participant raised the concern that there is apparent discrimination for some clients seeking services. Participant was told by different people that staff at agencies do not offer all services when other clients did. Participant was invited to direct these clients to the golden rod forms and to talk to the supervisor of their agency to voice their concerns.	
b. HIV Planning Group (HPG) Planning Group Support Staff	Steering and HPG meetings were cancelled for this month and will meet again in January. 2022 Truax awardees were Lisa Asmus, Jerry Turner, and Rhea Van Brocklin. Dr. Kenneth Riley won the 2022 Truax Award.	
c. Housing Needs/Progress Group Discussion	Cinnamen is waiting for her interview to be part of the housing committee and will update the partnership as it goes through. Loren Goldstein also volunteered to pass on any questions in the meantime as she is already part of it. They also raised the concern that case managers are not fully aware of what housing assistance programs are available for clients, or they don't have the most up-to-date information on their current availability.	
d. Ryan White Part D Shannon Ransom	No updates.	
e. Women's Conference 2023	The last planning meeting was completed. It will be a hybrid conference on March 11, 2023. Registration will open at the beginning of 2023 and the meeting	

Agenda Item	Action	Follow-up
	with be held at Handlery Hotel and live streamed online via online media.	
f. Research <ul style="list-style-type: none"> • ACTG/AVRC • HNRP • MCAP 	For available research, please contact Aaron Gutierrez at UCSD AntiViral Research Center at 619-742-0433 or aogutierrez@health.ucsd.edu .	
13. Agency updates/ Announcements	Christies Place will be closed from Friday December 16, 2022 at 12:00PM until next year on January 3 rd , 2023. Next Meeting Date: Monday, January 9, 2023, 11:00 AM, virtually via Zoom. This is a week earlier due to January 16 th , 2023 being a holiday.	
14. Adjournment	Adjourned at 11:41AM	



County of San Diego

NICK MACCHIONE, FACHE
AGENCY DIRECTOR

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WILMA J. WOOTEN, M.D., M.P.H.
PUBLIC HEALTH OFFICER

CARE PARTNERSHIP

Monday, January 9, 2023

11:00 AM – 1:00 PM

Meeting URL: <https://zoom.us/j/95445978475?pwd=bmRSNEl3Z2pnRVY3U3g5ZmRZYVN6dz09>

Meeting ID: 954 4597 8475

DRAFT MINUTES

Attendees: Venice Price (**Co-Chair**), Amanda Mirador (**Co-Chair**), Patty Lopez, Myiesha Phelps, Mikie Lochner, Johneisha Jones (**Chair**), Cinnamon Kubricky, Rhea Van Brocklin, Pamela De Leon, Klyria Thiault, Maritza Gomez, Karina Moyano, Margaux Stack-Babich, Rosalva Martha-Patten, Nicole Pepper, Reginald Carroll, Rafael Santos, Felice Jimenez, Denice Williams, Shannon Ransom, Tammelita Coton-Pineda, Joseph Mora, Maria Huerta, Nicolette

HPG Support Staff: Rodney von Jaeger, America Castaneda Gonzalez, Joyce Ann Eclarino, Carlos (Interpreter)

Spanish Interpretation available, call: 1-888-582-3528 (toll free) /1-847-944-7361 (US toll) – Pass Code 9150 983#

Agenda Item	Action	Follow-up
1. Welcome and introductions	Johneisha Jones started the meeting at 11:01 AM and participants introduced themselves.	
2. Comments from the Chair/	No comments from the chair.	
a. Respectful Engagement	Reviewed by Myiesha Phelps.	
3. Moment of silence	Observed.	
4. Review Mission Statement	Read by Rhea Van Brocklin.	
5. Public comment/ Sharing our Concerns	Consumers want to be treated equally and with respect regardless of who they are. Utility prices are increasing and think that this will be an issue this year. Medical care and support services should be offered/given equitably. Need and demand for support services are going to be even higher. Participants would like to see an emphasis on mental health and behavioral health services; they are imperative to adherence and to be able to flow through the continuum of care. Agencies may offer	

Agenda Item	Action	Follow-up
	<p>mental health services; however, patients may not be screened for it.</p> <p><u>Agencies/Mental Health Services:</u></p> <ul style="list-style-type: none"> • Mother Child Adolescent Program (MCAP): Use some federal funding; do not receive funding from San Diego County for mental health services • Christie's Place: Offers mental health and currently don't have wait to access services; able to provide bilingual therapy and support groups as well as social groups to address isolation <p>Possibly put together a taskforce to address mental health services and put together a resource list of all mental health services offered at different agencies</p>	<p>Keep Mental Health Services on agenda as a continued item for discussion at CARE Partnership.</p>
<p>6. Review & approval of the meeting agenda for January 9, 2023</p>	<p>Approved by consensus.</p>	
<p>7. Review & approval of December 12, 2022 meeting minutes</p>	<p>Approved by consensus.</p>	<p>Make correction on attendee list: Amanda Duffell Mirador (Co-Chair)</p>
<p>8. Discuss and update the training plan</p>	<p>February – Reschedule from December presentation March – MCAP April – Jewish Family Services May – UCSD/Cancer program June – MediCal/Covered California July – Townspeople (tentative) August – Immigration September – open October – open November – open December – open</p> <p>Other Recommendations:</p> <ul style="list-style-type: none"> • Aging Services of San Diego • Heart Association • Liver Coalition of San Diego • Trans Women - Name Changing Services • Housing 	
<p>9. Cultural Competency/ Training Opportunities/ Updates</p>	<p>The AIDS Education and Training Centers (AETC), which has trainings for providers, has recently funded by Ending the Epidemic to provide training on Cultural Humility. There is currently not a website for non-provider access.</p>	

Agenda Item	Action	Follow-up
10. Old Business		
a. None		
11. New Business		
a. Presentation: Christie's Place	<p>Rhea Van Brocklin (Executive Director) presented on Project PEARL (Peers Promoting Equity, Advocacy, and Resources through Leadership)</p> <p>Next cohort is all in Spanish – Starting January 20th Next training afterwards is in April www.sdprojectpearl.com rvanbrocklin@christiesplace.org</p>	
12. Reports		
a. Women and Youth Out of Care Group Discussion	<p>Youth are experiencing challenges in our service system of care; HRSA informed that youth turn 25 can no longer be under care at the youth clinic. Under these circumstances persons are referred to adult care, which can be difficult for them.</p> <ul style="list-style-type: none"> One strategy was to move the youth clinic to Owen clinic; hoping to get youth used to walking into an adult clinic; results of this will be reported later, as it is a new measure. One other strategy was to ask County of San Diego if it was alright for youth clients to continue in case management for a year or two to assist with making the transition <p>There was a request to see data for 'infants born positive'. Request to also show data who is out of care or at risk of losing care</p>	
b. HIV Planning Group (HPG) Planning Group Support Staff	<p>Monkeypox (Mpox) meeting happening next week – looking at vaccine equity and coming up with recommendations to go back to the County</p> <p>There is going to be some new rules related to open meeting laws in California; Any committee operating under the Brown Act can continue as they are meeting. Once the COVID state of emergency has been lifted, an amended rule (AB 2449) will take effect.</p> <p>State has announced that they intend to end the state of emergency in March or beginning of April. The current belief is that the County will follow the state and end it's COVID emergency as well. A member of the public stated that this was already happened in other county committee meetings.</p> <p>Because we are nearing the beginning of the fiscal year for the cycle of priority setting and resource allocation, needs are discussed at the Priority</p>	

Agenda Item	Action	Follow-up
	Resource and Allocation Committee and it is recommended to bring the request of data regarding 'infants born positive' to next PSRAC meeting.	
c. Housing Needs/Progress Group Discussion	<p>Cinnamen Kubricky's Housing Committee scheduled interview is tomorrow morning, January 10, 2023.</p> <p>Looking at places like Interfaith – North County Oceanside – being able to provide housing to those under HOPWA</p> <p>Community Housing Works – invite to do presentation</p> <p>UCSD Link Positively lstrieveresearchlab@health.ucsd.edu (424) 326-3592 https://linkpositively.wordpress.com</p>	
d. Ryan White Part D Shannon Ransom	No report.	
e. Women's Conference 2023	Registration open for Women's Conference now. Taking place at Handlery Hotel on Saturday, March 11, 2023. Save the Date email was distributed via County mailing list. It will be a hybrid conference. They are looking for 8-10 models for their fashion show.	
f. Research <ul style="list-style-type: none"> • ACTG/AVRC • HNRP • MCAP 	<p>Covid Vaccine: The Adult research study has ended; currently reviewing infant study.</p>	
13. Agency updates/Announcements	<p>Next Meeting Date: Monday, February 13, 2023, 11:00 AM, virtually via Zoom</p>	
14. Adjournment	Adjourned at 12:49 PM	

Joint City/ County HIV Housing Committee Meeting Minutes

September 21, 2022

Housing and Community Development Services

Virtual Meeting

3989 Ruffin Road, San Diego, CA 92123

10:00 AM to 12:00 PM

Committee Members Present:	Representing:	Community Members Present	Representing:	Staff Present:	Representing:
Loren Goldstein	Formerly Incarcerated	Jennifer Lothridge	2-1-1 San Diego	Manuel Q. Galvan	HCDS
James Cassidy	HOPWA Providers	Chris Nolan	Mama's Kitchen	Paloma Del Rio	HCDS
Marc d'Hondt	San Diego Housing Commission	Stacey Drew	Townspeople	Roxana Lopez	HCDS
Chris Mueller	Substance Abuse	Samahara Morlet	Townspeople	Nancy Varshay	HCDS
Patrick Anderson	Seniors	Isabel Mora	Townspeople	Damaris Carrillo	HCDS
		Stephanie Casas	SBCS	Lolita Thomas	HCDS
Committee Members Absent:	Representing:	Prabha Singh	Stepping Stone	Maritza Herrera	HCDS
Alisia Sanchez	Advocate for new immigrants and undocumented persons				
Ricardo Vasquez	Homeless/formerly homeless				
Verna Gant	Women				
Juanita Villalvazo	Families and Children				

Joint City/ County HIV Housing Committee Meeting Minutes

September 21, 2022

Housing and Community Development Services

Virtual Meeting

3989 Ruffin Road, San Diego, CA 92123

10:00 AM to 12:00 PM

Item/ Topic	Discussion	Action
I & II Call to order/ Welcome and Moment of Silence	Meeting Called to order: 10:04 AM Moment of Silence Observed	
III. Public Comment & Introductions	Public Comment: No Public Comment	
IV. ACTION: Approval of Minutes: July 20, 2022	Time: 10:07 AM <ul style="list-style-type: none">July 20, 2022, Meeting Minutes approved	Approved 1 st : Loren 2 nd : Chris
VII. ACTION: Approval of Agenda: September 21, 2022	Time: 10:08 AM <ul style="list-style-type: none">September 21, 2022, Meeting Agenda approved	Approved 1st: Loren 2nd: Mark
VIII. HOPWA TBRA Lease- up and Waiting List update (HCDS)	Time: 10:09AM <ul style="list-style-type: none">Housing Specialist reports:<ul style="list-style-type: none">Currently 83 residents leased up, 13 pending and 3867 currently on our waiting listLast pool was completed on June 23rd with 45 pulls so we're hoping that we will be pulling a new list in the upcoming months or maybe days. We still have to discuss it with management to discuss that. But we are looking to do that in the near future.	
IX. Updates: HOPWA Providers	Time: 10:11 AM <ul style="list-style-type: none">Being Alive -<ul style="list-style-type: none">Still accepting referrals for the utility assistance program and the moving program. Unfortunately, catalytic converter was stolen from moving truck and now in the shop for repairs.Fraternity House, Michelle House, and Independent Living Apartments (Fraternity House Inc.) -<ul style="list-style-type: none">Just accepted new resident at Fraternity House and moves on Friday which will put total of 7 residents	

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- Michelle house has 10 residents with capacity of 12; female resident had bad fall, needed surgery, and will be in rehabilitation care for some time
 - One opening at one of the apartments because just opened seventh apartment; candidates are being reviewed for that.
 - No current cases of COVID however do have one confirmed Monkey Pox case; individual is being isolated
 - We are working with one of the local agencies to bring in a vaccine clinic to the facility so that we don't have to worry about taking all the residents out to get vaccine. Hopefully by end of week.
 - The open bed at Michelle House is for male client
- 211SD –
 - Reports no new updates; continuing to receive and enroll HOPWA clients through our 211 and CIE.
- Mama's Kitchen -
 - Reported serving 77 clients in month of August equaling little bit over 6000 meals distributed, and four clients left service due to unstable housing
 - Distribute to North County i.e., Vista, Escondido, Carlsbad, Oceanside. Unfortunately, we don't distribute to Fallbrook
- Townspeople -
 - Stacy Drew the director of supportive services has returned to office for about a week now and just catching up to speed
 - Emergency housing program is up and running as it has been, don't have exact numbers for how much availability we have at the moment, but we typically try to pace ourselves to about 10 clients per month. We had a huge month in July serving about 30 clients therefore will have to adjust pace for rest of the year to meet the needs throughout 2022 and 2023

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September 21, 2022

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10:00 AM to 12:00 PM

- Added a hotel in East County; have several in central San Diego and one in South Bay; still looking for hotel in North County. If you happen to know of a hotel that would like to partner, please send our way. Prefer Vista/Oceanside area but open to suggestions-near trolley
- Permanent programs currently serving 66 clients in our community, 16 with Townspeople on apartment complexes, 13 sporadically through community, and working to house three more clients
- Current office hours 9-5; Emergency Program no walk in available-by appointment only
- Typically for our emergency housing program the client needs to be referred by medical case manager/support person so would prefer clients not directly have contact number but happy to put Denise number in chat. As far as permanent supportive housing all referrals our through CES so there is no point in contacting us about that
- New housing navigator: Stacy will send Manuel the HN contact after meeting so the group has it
- HHSA-ICM -
 - No open female beds, 2 open male beds could have changed in last couple of days
 - No covid issues; 1 case of Monkeypox last month or two months ago and was able to isolate
- SBCS -
 - Two 2-bedroom apartment openings at permanent supportive housing location.
 - Have reached out to RTFH to open up and receive referrals; need to come through CES
- Stepping Stone –
 - All beds are full; no COVID issues and most clients have been vaccinated
 - No Monkey pox issues and looking to get clients vaccinated
 - All residential beds are drug medi-cal; have 30 beds and one unrestricted bed for private pay or insurance
 - Sober living beds at Stepping Stone and Alice Place are full
- San Diego Housing Commission –
 - No update today

Joint City/ County HIV Housing Committee Meeting Minutes

September 21, 2022

Housing and Community Development Services

Virtual Meeting

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10:00 AM to 12:00 PM

	<ul style="list-style-type: none">• FJV –<ul style="list-style-type: none">○ No update (staff not present)• Ryan White – PHS<ul style="list-style-type: none">○ No update (staff not present)	
IX. Committee Member Comments on items not on Agenda	<ul style="list-style-type: none">• No comments	
X. HCDS Staff Updates	<ul style="list-style-type: none">• HCDS Update<ul style="list-style-type: none">○ Reminder about invoice and monthly progress reports due dates – due the 10th of the month per contract○ Effective for August invoices we are requesting 100% supporting documentation for audit purposes; need to require backup documentation for every single invoice paid○ Starting to discuss RFP with DPC and once ready to go will bring it up with the committee, discussing 2 options traditional request and/or in house NOFA (Notice of Funding Availability)	
XI. Adjournment	The meeting was adjourned at 10:33 AM	



Faith-Based Action Coalition (FBAC)

Monthly Meeting

Time: 10am-12pm

Date: Thursday, October 6, 2022

Attendees	Lori Jones, Delio Ladron de Guevara, Dr. Ken Riley,
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Item	Discussion	Follow-Up
1. Call to order/Opening Prayer/Read the FBAC Mission Statement/Introductions	Dr. Ken Riley called the meeting to order at 10:05 a.m. <ul style="list-style-type: none"> Opening Prayer by: Dr. Ken Riley Mission Statement by: Delio Ladron de Guevara 	
2. Review/Approve Agenda	The October 6, 2022 meeting agenda was approved by consensus as presented.	
3. Review/Approve Last Meeting's Minutes	The September 8, 2022 meeting minutes were approved by consensus as presented.	
4. Financial Report	No report. A written report was requested to be presented quarterly.	
5. Old Business		
a. Follow-up re: ELEVATE (Building Leaders of Color) Training	Tabled.	
6. New Business		
a. Events Calendar	<ul style="list-style-type: none"> i. National Black HIV/AIDS Awareness Day (NBHAAD) 2023 Planning. Tentatively planning for Saturday, February 4, 2023 (actual NBHAAD is February 7, 2023). ii. Discussion included: <ul style="list-style-type: none"> a. How to be more effective in doing events b. Partnering with other organizations. c. Dr. Riley will be reach out to specific organizations to see what events are going to be happening and/or if there is an opportunity for us to collaborate on the NBHAAD event. . 	

	<ul style="list-style-type: none"> d. Presently participation in planning from members and the community is not occurring. e. FBAC has notice decreased participation since the meetings started to be done virtually; a similar process is occurring with other groups/meetings (The HIV Planning Group, Consumer Group, Membership Committee). f. Suggestion to engage with the Live Well Faith Based sector at the County of San Diego Public Health Services and the County new regional community engagement teams. <p>iii. Community Events for our Participation/Partnering with other Organizations: Tabled</p> <p>iv. Monkeypox (MPX) Task Force: Tabled</p> <p>v. Gilead Presentations: Gilead/Karla Quezada-Torres presented on Monday, October 3, 2022 on Engagement in Care: HIV and the Latinx community (for National Latino HIV/AIDS Awareness Day). Dr. Riley planned to attend but was unable to due to illness; he strongly recommended FBAC members participate in future Gilead presentations.</p> <p>vi. Discussion: Potential meeting date change. Dr. Riley briefly discussed considering changing the date of the meeting, but now recommended waiting until after the new year and the in-person/engagement meeting. Ask members if the first Thursday of the month currently is the best for attendees, perhaps do a doodle poll.</p>	
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	vii. Discussion: FBAC Mission/Plans/Direction: Tabled; will discuss at future meetings.	
7. HIV Planning Group/Ryan White/ HIV Prevention/ HIV, STD, and Hepatitis Branch (HSHB) Updates	Tabled; participants present are aware of updates.	
8. Ending the HIV Epidemic (EHE) Activities Update	Tabled, Felipe Ruiz provided an email update (included). There are four active EHE Requests for Proposals (RFPs): <ul style="list-style-type: none"> • HIV Prevention and Care Services for Transgender Persons • Comprehensive HIV Prevention Services For Persons Who Inject Drugs • Benefits Navigation • HIV Routine Opt-Out Testing Implementation Grants Four additional procurements will be released in the coming months: <ul style="list-style-type: none"> • Mobile Pre-Exposure Prophylaxis (PrEP) • Syringe Service Program (SSP) Services Evaluation • Implementation and evaluation of Social Networking Strategies There have been some delays with the Getting to Zero (GTZ) Mobile App and resource guide but anticipating it will be ready early 2023.	
9. Community Updates/Events	<ul style="list-style-type: none"> • Tabled 	
10. Open Forum	None.	
11. Next Meeting/Future Agenda Items	<ul style="list-style-type: none"> • Meeting Date: Thursday, November 3, 2022 Time: 10:00 a.m. – 12:00 p.m. Location: TBD 	
12. Announcements	None.	
13. Closing Prayer/Adjournment	Closing Prayer by: Lori Jones Meeting was adjourned at 10:50 a.m.	



Faith-Based Action Coalition (FBAC)

Monthly Meeting

Time: 10:00 a.m. -12:00 p.m.

Date: Thursday, November 3, 2022

Attendees	Myleen Abuan (Secretary), Lori Jones, Delio Ladron de Guevara, Angelle Maua, Dr. Ken Riley (Vice-Chair), Denice Williams
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Item	Discussion	Follow-Up
1. Call to order/Opening Prayer/Read the FBAC Mission Statement/Introductions	Dr. Ken Riley called the meeting to order at 10:05 AM. Introductions were made. <ul style="list-style-type: none"> Opening Prayer by: Myleen Abuan Mission Statement by: Delio Ladron de Guevara 	
2. Review/Approve Agenda	The Thursday, November 3, 2022, meeting agenda was approved by consensus.	Dr. Ken to send Myleen e-mail list to add updates to prospective attendees.
3. Review/Approve Last Meeting's Minutes	The Thursday, October 6, 2022, meeting minutes were approved by consensus.	
4. Financial Report	None	
5. Old Business	None	
6. New Business		
a. Events Calendar	<ul style="list-style-type: none"> i. Planning/Partnering with other Organization(s) for National Black HIV/AIDS Awareness Day 2023: Dr. Riley spoke with Pamuela Halliwell from the San Diego Black LGBTQ Coalition. The Coalition is looking to do something in February for Black History Month which could be a way for FBAC to participate. ii. Discussion: FBAC Mission/Plans/Direction: FBAC intends to spend more time with collaboration to not duplicate what's already in the community. Dr. Riley and Myleen Abuan spoke with Elizabeth Bustos (Faith Based Sector), Crystal Skerven, Elizabeth Wellbrock. Dr. 	<p>Myleen to reach out to Iris Trammel with AAAC at SEIU 221 to see if they have anything happening in February.</p> <p>Dr. Riley to send out a doodle poll for a potential</p>

“The mission of the Faith-Based Action Coalition is to engage communities in order to openly discuss, educate and actively address the needs and health disparities of people of African descent and others disproportionately impacted by HIV/AIDS and its cooccurring conditions, as well as other health conditions in San Diego County.”

	<p>Riley also went to the Jackie Robinson Health Fair and Black Panther Event.</p> <p>a. Rebranding: We may want to consider rebranding of what this coalition is, where the focus would be more on addressing health disparities and health equity, partnering with organizations that are doing something similar, and reaching out to the faith-based communities as an activity that we do.</p> <p>iii. Potential Meeting Date Change Starting in March 2023: A recommendation was made to move the meeting to either the 2nd or 3rd Thursday of the month after 11:00 AM.</p> <p>iv. Community Events for our Participation/Partnering with other Organizations: Angelle Maua from the San Diego Black LGBTQ Coalition noted that a series of meetings with the AIDS Healthcare Foundation and American Cancer Society were held to discuss National Black HIV/AIDS Day. The intent is to have an evening event on Tuesday, February 7, 2023. They are also asking AIDS Healthcare Foundation to provide HIV test kits so attendees may know their status.</p>	<p>meeting date and time starting in March 2023.</p>
<p>7. HIV Planning Group/Ryan White/ HIV Prevention/ HIV, STD, and Hepatitis Branch (HSHB) Updates</p>	<p>i. Monkeypox Task Force Updates: Monkeypox has decreased overall in the County and the emergency declaration will end on November 10, 2022. Work with vaccinations will continue as there are still disproportionate impacts among persons of African and Hispanic/Latinx descent and less vaccine uptake in those communities.</p> <p>ii. Ending the HIV Epidemic (EHE) Activities Update – Felipe Ruiz and Jean-Aine Pretanvil: HSHB is currently working on mobile app that will be a resource guide with anticipation to roll out early next year. Paper guides will be available to address the digital divide.</p> <p>There will be no Priority Setting and Resource Allocation, Steering, and HIV Planning Group</p>	<p>If anyone is interested in joining the HIV Planning Group, please reach out to Dr. Riley.</p> <p>Dr. Riley to forward a webinar on the Tuskegee Experiment to the Coalition.</p>

	meetings in November. Meetings will reconvene in December.	
8. Next Meeting/Future Agenda Items	<ul style="list-style-type: none"> • Meeting Date: Thursday, December 8, 2022 • Time: 11:00 AM – 12:00 PM • Location: Zoom 	
9. Announcements	<ul style="list-style-type: none"> • 33rd Annual Dr. A. Brad. Truax Awards – Thursday, December 1, 2022 at 3:00 PM (held virtually via Zoom - Webinar Registration - Zoom). • World AIDS Day Screening: Black Is, Black Ain't – December 1, 2022 (Time TBD) • Gender Fluid Collective Screening: Black Is, Black Ain't – December 3, 2022 (Time TBD) 	
10. Closing Prayer/Adjournment	Closing Prayer by: Lori Jones Meeting was adjourned at 11:30 AM by Dr. Ken Riley.	



County of San Diego

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AGENCY DIRECTOR

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WILMA J. WOOTEN, M.D., M.P.H.
PUBLIC HEALTH OFFICER

ELIZABETH A. HERNANDEZ, Ph.D.
PUBLIC HEALTH SERVICES DIRECTOR

HIV, STD and Hepatitis Branch of Public Health Services County of San Diego Health and Human Services Agency Monthly Report to the HIV Planning Group February 2023

Updates are in **bold**.

Items for HPG Follow-Up

- None.

Coronavirus (COVID-19) Impacts and Updates

- Meetings of the HIV Planning Group will continue virtually as long as there is a local emergency.
- HRSA publishes routinely updated FAQs related to Ryan White services:
<https://hab.hrsa.gov/coronavirus-frequently-asked-questions>
- The CDC also has a comprehensive COVID-19 guide:
<https://www.cdc.gov/coronavirus/2019-ncov/index.html>
- The California Department of Public Health has also established a web page to provide COVID-19 updates:
<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/nCOV2019.aspx>
- The County of San Diego has established a webpage dedicated to COVID-19:
www.coronavirus-sd.com. On this page, the public has information regarding the current status of COVID-19 in San Diego County. They can also find additional information about the virus and how to prepare themselves.
- For general questions about COVID-19, the County recommends reaching out to 2-1-1 San Diego (211sandiego.org).
- **State Public Health Emergency and local emergency expected to end at the end of February 2023.**

- The California Legislature adopted AB 2449, which went into effect in January 2023 and provides limited opportunities for teleconferencing.

MPOX (Monkeypox) Updates

- San Diego County's local health emergency for Monkeypox expired on Thursday, Nov. 10.
- You can receive text updates about monkeypox from the County. Text COSD MONKEYPOX to 468-311.
- Additional information and resources including data now available on the Monkeypox website: www.SanDiegoCounty.gov/monkeypoxSD

Ryan White Parts A/HRSA Updates/Clinical Quality Management

- The Ryan White Part A grant has three parts. The first is "formula." This amount is based upon the number of people living with HIV in San Diego County. The second part is called "supplemental." This amount is based upon the strength of the County's application for funding. The final part of the award is "Minority AIDS Initiative." This amount is based upon the number of people living with HIV who are Black, Hispanic, Asian, Pacific Islander, Native American/Native Alaskan or whose ancestry includes more than one race.
- HSHB has received final notice of award for the current grant period, March 1, 2022 to February 28, 2023.

Year	Formula	Supplemental	MAI	Total
20-21	\$7,201,641	\$3,439,807	\$773,149	\$11,414,597
21-22	\$7,124,107	\$3,469,994	\$742,177	\$11,336,278
22-23	\$7,625,887	\$3,557,289	\$793,221	\$11,976,397

- HSHB has received a core medical services waiver from HRSA for March 2022 to February 2023. Ordinarily, 75% of grant funding would have to be spent on "core medical services." With the waiver, the HIV Planning Group is exempt from that requirement. San Diego County has received a core medical services waiver for the past 8 years. The core medical services waiver can be granted if there are no waiting lists for Ryan White HIV core medical services and there is no waiting list for California's AIDS Drug Assistance Program. HSHB has received a new Core Medical Services Waiver for FY 23/24.

- A programmatic site visit with HRSA occurred the week of May 23-27, 2022. Final report was received. On 8/26/2022, Recipient's office submitted a Corrective Action Plan (CAP) addressing proposed resolution of the findings.
 - HRSA noted the following strengths of the RW program:
 - Culturally responsive program
 - Leveraging of other funding sources
 - Internal tracking systems
 - Policies and procedures
 - Trauma-informed approach to services and contract administration/monitoring
 - The following findings are being addressed:
 - Program: Lack of compliance with reflectiveness and representation on the HIV Planning Group, specifically vacancies in the seats for Hospital Association, State Medicaid, and recipient of Federal Funding.
 - Program: Lack of documentation regarding HIV Planning Group seat for District 1 representative, specifically regarding expiration of seat and participation as a sub-committee co-chair.
 - Fiscal: Lack of substantiating documentation for fiscal monitoring of contracts.
 - Fiscal: Lack of compliance testing; policies and procedures do not outline federal cost principles.
 - Clinical Quality Management: Lack of compliance with review of performance data evaluation on a quarterly basis.
 - Clinical Quality Management: Lack of infrastructure related to evaluating the effectiveness of the clinical quality management program.
- Recipient's office successfully submitted the Fiscal Year (FY) 2023 Non-Competing Continuation (NCC) Progress Report for Part A on October 3, 2022.

Ryan White Part B

- Notice of Grant Award for FY19-24 was received. Total grant award for Part B and MAI is \$2,291,806 each year.

- Ryan White Part B funds HIV primary care and oral health, medical and non-medical case management, inpatient substance use treatment services, emergency financial assistance, early intervention services, representative payee, and focused HIV testing.

Ending the HIV Epidemic (HRSA)

- The federal Ending the HIV Epidemic (EHE) initiative focuses on achieving two ambitious goals: a 75% reduction in new HIV infections by 2025 and a 90% reduction in new HIV infections by 2030.
- For HRSA Ending the HIV Epidemic funding, the County of San Diego has received a partial award for the period of 3/1/22 through 2/28/23. The amount of the award is \$508,583. According to HRSA, this amount should represent 31% of the eventual award. This means that we can expect a total of \$1,640,590, which is level with the previous year's funding. This funding supports community engagement, leadership development, low-barrier medical care, and improving linkage to care for persons living with HIV through the use of community-informed molecular epidemiology.
- HRSA conducted a virtual site visit at the end of February 2022. We are awaiting the final report and will share with HPG once received.
- HRSA has notified all EHE funding recipients that due to the impacts of COVID-19, we will be allowed to carry forward all unspent funding from the first two years of the grant (March 1, 2020, through February 28, 2021) into Years 3-5 of the grant (March 1, 2022, through February 28, 2025). Instructions and timelines were provided by HRSA at the end of May 2022, carryover must be submitted in August 2022.
- Final notice has been received. Funding for FY 22/23 was increased and is \$2,004,000.
- EHE has funded a Leadership Training Program with the goal of engaging persons living with HIV infection in the community planning process. This includes having a role in priority setting and resource allocations, establishing service standards, in efforts to ensure that persons living with HIV receive high quality services to improve retention in care and viral suppression. Training with the pilot group began on 8/30/22. Seven participants have attended each module in the month of September, and they all completed the training session.

CDC 18-1802

- Current CDC funding for HIV prevention (known as "PS18-1802") is currently focusing on three areas:

- Strengthening disease intervention infrastructure;
- Expanding and providing navigation services (medical care, benefits, support services); and
- Expanding access to syringe services for persons who inject drugs.
- HSHB has notified the California Department of Public Health that we will be moving forward with implementation of syringe services using funding received under the Ending the HIV Epidemic grant focused on HIV prevention.
- 18-1802 funding is deployed for HIV testing, status-neutral linkage to care (linkage to ART or PrEP), social media, condom distribution, and evaluation.
- HIV prevention contracts were amended to include outreach and education to prevention MPOX.

Ending the HIV Epidemic (CDC)

- CDC Ending the HIV Epidemic (CDC EHE) is part of the federal Ending the HIV Epidemic Initiative to reduce new HIV infections in the United States by 75% in the next five years and by 90% in the next ten years.
- In 2020, HSHB was awarded \$1.9 million per year for five years to implement comprehensive HIV programs, that complement existing programs, such as Ryan White and other HHS programs to accelerate efforts to reduce new HIV infections across San Diego County.
- CDC EHE funding will support wrap around services for persons who inject drugs, comprehensive HIV prevention services for transgender persons, mobile peer-based PrEP services, a mobile phone application for HIV resources and corresponding printed resource guide, benefits navigation, social networking strategies, and implementation grants to implement routine opt-out HIV testing in primary care, urgent care and emergency departments.
- **In addition, CDC EHE will also provide funding to support harm reduction related activities including funding a community readiness assessment and program-related evaluation activities for harm reduction services in San Diego County.**
 - **In 2021/2022 HSHB partnered with San Diego State University Research Foundation Institute of Public Health to conduct a community readiness assessment. Goals of the community readiness assessment were to gather insight into resident knowledge about syringe service programs, identify organizations and constituent groups that are supportive of syringe service programs, and understand community concerns and objections**
 - **The community readiness assessment was completed in December 2022.**

- Recipient's office has been actively procuring services to implement CDC EHE activities:
 - Five new CDC EHE procurements have been finalized for posting on the County of San Diego's Buynet:
 - Comprehensive HIV Prevention Services for Persons Who Inject Drugs,
 - HIV Prevention and Care Services for Transgender Persons,
 - Mobile Peer-based Pre-exposure Prophylaxis (PrEP)
 - Benefits Navigation,
 - Routine HIV Testing implementation grants
 - One procurement has been awarded:
 - Benefits Navigation
 - Three additional procurements will be posted in the first half of 2023:
 - Harm Reduction services evaluation,
 - Social Networking Strategies implementation,
 - Social Networking Strategies evaluation.

Service Utilization

- Ryan White Parts A and B
 - Ryan White Part A Service Utilization Report provides data regarding clients and service utilization through January 31, 2023.
 - To date, the Ryan White Part A system of care provided services to 3,262 clients. This number represents about a 10% decline from clients served during the prior grant period, which was 3,426.
 - Viral suppression of clients receiving services in the month of January 2023 was 92% for clients who have viral load tests documented in ARIES.
 - HSHB continues to assess the capacity of the Ryan White system on a monthly basis in critical core medical services. We also include non-medical case management due to its important role in linking clients to needed services. The system capacity assessment looks at the availability of services by measuring the time until the third available appointment. Because of our Core Medical Services Waiver, we must ensure that there are no waiting lists for any core medical service that are longer than 30 days.
 - Outpatient/Ambulatory Health Services: No concerns.
 - Oral Health: No concerns.
 - Psychiatry: No concerns.

- **Mental Health: No concerns.**
- **Medical Case Management: No concerns.**
- **Non-Medical Case Management: No concerns.**

Procurements

- An RFP for low-barrier models of medical care on Buynet has closed. Notice of Intent to Award has been posted.
- An RFP for peer-based mobile PrEP education and delivery is in development.
- HSHB is working with the County's technology provider to develop the Getting to Zero mobile phone app and will deploy that with a printed resource guide when complete.
- **An RFP for comprehensive HIV prevention services for persons who inject drugs has closed on Buynet. Notice of Intent to Award has been posted.**
- An RFQ for implementation funding for non-profit medical providers to implement routine HIV testing on Buynet has closed.
- **An RFP for benefits navigation on Buynet has closed. Notice of Intent to Award has been posted.**
- An RFP for comprehensive HIV services for transgender individuals has closed on Buynet.
- **RFP's for Ryan White services to be released very soon. Procurements are currently under development.**

Budget

- In general, one of the primary measures we use to assess spending is to compare the percent of the year elapsed with the percent of the service category that has been spent. For a 12-month period, around 8% of funding should be spent each month to ensure funding is fully spent by the end of the grant period. When the percent of funds spent is higher than the percent of year elapsed, it means that funding might run out before the end of the grant period. When the percent of funds spent is less than the percent of the year elapsed, there is the possibility of savings and unspent grant dollars at the end of the period. For purposes of this analysis, a variance that is less than 4% (approximately two weeks) is used to determine whether service categories are displaying accelerated or slower-than-expected expenditure.
- **Ryan White Part A**
 - For the period (3/1/22 – 2/28/23), the report reflects expenditures through December, representing 83% of the grant period.

- The following service categories are under target for the fiscal year:
 - **Medical Specialty (51%)**
 - **Psychiatric Medication Management (15%)**
 - **Oral Health (52%)**
 - **Medical Case Management (74%)**
 - **Non-Medical Case Management (67%)**
 - **Referral to Health Care and Support Services (Peer Navigation) 61%**
 - **Mental Health (58%)**
 - **Home-based Healthcare Coordination (65%)**
 - **Outpatient Substance Use Treatment (69%)**
 - **Transportation (64%)**
 - **MAI Medical Case Management (57%)**
- The following services are over target for the fiscal year:
 - **Emergency Housing (99%)**
- Ryan White Part B
 - **For the period (4/1/22 – 3/31/23), the report reflects expenditures through November, representing 75% of the grant period.**
 - No concerns.
- HIV Prevention (1802 Funding)
 - **The report reflects expenditures through December 2022, representing 100% of the grant period.**
 - No concerns.
- HRSA EHE (20-078 Funding)
 - **The report reflects 83% of the grant year elapsed (March 1, 2022-February 28, 2023).** HRSA will allow carryover of funds from Years 1 and 2 of the project to Years 3-5. Instructions for carryover submission was received late May 2022.
 - HSHB expects to fully spend out its grant funding in Year 3 (current year).
- CDC/CDPH (20-2010 Funding)
 - **This report reflects 42% of the grant year elapsed (August 1, 2022-July 31, 2023) delays in grant spending due to delays of procurements.** CDPH will allow carryover of funds from Years 1 and 2 to Years 3-5.

Policy Updates

- HRSA and CDPH continue to provide clarifications regarding uses of funding during the pandemic. Links to this revised guidance is provided above. New guidance will be provided as it is received.

SUMMARY OF SERVICES FOR FY22

Mar. 1, 2022- Feb. 28, 2023

RYAN WHITE SERVICES		Jan	End of Year Total	Prior Year Total
FY 2022-2023				
Total clients served each month	Clients	1,351		
New clients in FY22	Clients	96	3,262	3,426
Returning FY22 clients	Clients	1,255		
VIRAL LOAD SUPPRESSION				
Virally suppressed	Clients	1,042		
% Virally suppressed		92%		
With Test	Tests	1,138		
Without Test	Tests	213		
PART-A SERVICES				
Outpatient Ambulatory Health Services: HIV Primary Care*	Visits	135	1,478	1,472
	Clients	117	673	677
Outpatient Ambulatory Health Services: Medical Specialty Care	Visits	0	292	145
	Clients	0	138	89
Psychiatric Medication Management	Visits	1	16	44
	Clients	1	11	23
Oral Health Care: Dental Care	Visits	35	947	841
	Clients	32	360	331
Early Intervention/Integrated Services for Women, Children & Families: Coordinated Care	Visits	72	2,050	1,842
	Clients	29	169	144
Early Intervention/Integrated Services for Women, Children & Families: Childcare	Visits	5	78	138
	Clients	3	45	62
Early Intervention Services: Regional Services	Visits	875	8,072	7,551
	Clients	400	1,118	1,190
Early Intervention Services: Peer Navigation Services	Visits	139	1,457	903
	Clients	75	262	199
Early Intervention Services: Outreach Services	Visits	0	0	0
	Clients	0	0	0
Medical Case Management Services	Visits	941	9,510	10,579
	Clients	398	852	939
Home-based Health Care Coordination	Visits	42	697	850
	Clients	20	54	54
Case Management -Non-Medical	Visits	423	4,575	5,928
	Clients	179	361	503
Mental Health Services: Counseling/Therapy	Visits	202	2,836	3,000
	Clients	102	284	298
Substance Abuse Treatment Services – Residential*	Visits	0	142	0
	Clients	0	37	0
Substance Abuse Treatment Services - Outpatient	Visits	256	3,399	2,587
	Clients	51	106	66
Housing Services: Partial Assistance Rental Subsidy	Visits	112	1,226	1,384
	Clients	112	136	157
Medical Transportation Services - Assisted	Visits	0	23	16
	Clients	0	17	9
Medical Transportation Services - Unassisted	Visits	228	3,092	2,991
	Clients	168	443	493
Housing Services: Emergency Housing Assistance	Visits	54	848	1,180
	Clients	43	461	467
Food Services: Food Bank/ Home Delivered Meals	Meals	3808	36,121	41,408
	Clients	144	236	352
Medical Nutrition Therapy	Visits	0	123	166
	Clients	0	83	90

*Includes Part B funded services

SUMMARY OF SERVICES FOR FY22

Mar. 1, 2022- Feb. 28, 2023

RYAN WHITE SERVICES		Jan	End of Year Total	Prior Year Total
PART-A SERVICES continued				
Legal Services	Visits	13	153	183
	Clients	12	109	100
Emergency Financial Assistance	Visits	0	335	431
	Clients	0	96	89
Internet Access	Visits	0	2	2
	Clients	0	2	2
Internet Equipment	Visits	4	16	26
	Clients	4	9	13
Collateral Contacts	Visits	201	2,409	3,612
	Clients	129	562	642
MAI SERVICES				
Medical Case Management Services	Visits	173	1,313	1,761
	Clients	78	170	170
Mental Health Services: Therapy/Counseling	Visits	40	751	575
	Clients	21	93	82
Substance Abuse Treatment Services - Outpatient	Visits	59	352	193
	Clients	34	61	34
Faciliated Referrals	Visits	0	0	0
	Clients	0	0	0
Outreach Encounters	Visits	0	0	0
	Clients	0	0	0
Medical Transportation Services - Assisted	Visits	0	0	0
	Clients	0	0	0
Medical Transportation Services - Unassisted	Visits	0	0	0
	Clients	0	0	0
Case Management -Non-Medical	Visits	78	941	738
	Clients	40	90	60

*Includes Part B funded services

SUMMARY OF SERVICES FOR FY22

Mar. 1, 2022- Feb. 28, 2023

Client Demographics	Number of Clients	% of Client Total	Client Total
FY 2022-2023			
Race/Ethnicity			
White (not Hispanic)	805	24.68%	
Black or African American (not Hispanic)	411	12.60%	
Hispanic or Latino(a)	1,807	55.40%	
Asian/Pacific Islander, not Hispanic	60	1.84%	
American Indian/Alaska Native, not Hispanic	17	0.52%	
Multi-Race, not Hispanic	47	1.44%	
Race data not in ARIES	115	3.53%	3,262
Gender			
Male	2,628	80.56%	
Female	520	15.94%	
Transgender FTM	3	0.09%	
Transgender MTF	110	3.37%	
Other	1	0.03%	
Client Refused to Report	0	0.00%	3,262
Age Categories			
< 2	28	0.86%	
02-12	10	0.31%	
13-24	70	2.15%	
25-44	1,253	38.41%	
45-64	1,536	47.09%	
65 and over	365	11.19%	3,262
Poverty Level			
<138%	2,562	78.54%	
138-199%	368	11.28%	
200-299%	231	7.08%	
300-399%	68	2.08%	
400-499%	19	0.58%	
>500%	14	0.43%	
Financial data not in ARIES	0	0.00%	3,262
HRSA Housing Status			
Stable/Permanent	2,288	70.14%	
Temporary	433	13.27%	
Unstable	368	11.28%	
Housing Status not in ARIES	173	5.30%	3,262
Insurance Status			
Private	105	3.22%	
Medicaid	603	18.49%	
Other	11	0.34%	
No Insurance	2,289	70.17%	
Insurance not in ARIES	254	7.79%	3,262
San Diego Region			
Central	1,121	34.37%	
East	230	7.05%	
South Bay	576	17.66%	
Southeast	268	8.22%	
North Coastal	350	10.73%	
North Inland	163	5.00%	
North Central	235	7.20%	
Zip Code may be outside SD County	135	4.14%	
Zip Code not in ARIES	184	5.64%	3,262

RW 2022-23 PART A AWARD INFORMATION

Funding Source	Total RW 2022-23 Award
Part A	11,183,176.00
Part A MAI	793,221.00
TOTAL AWARD AMOUNT	11,976,397.00

58.30%

**RW 2022-23
YEAR TO DATE EXPENDITURE
AND SAVINGS BREAK-DOWN AS OF
Dec 2022**

FY22-23 ALLOCATION BREAK DOWN

Funding Source	Admin. \$		Admin. %	CQM \$	CQM %	RW 2022-23 Service dollars	Total	CORE Medical Services	Support Services
Part A	1,118,316.00	1,118,316.00	10%	315,170.00	2.818%	9,749,690.00	11,183,176.00	70%	30%
Part A MAI	79,321.00	79,321.00	10%	39,661.00	5.0%	674,239.00	793,221.00		
TOTAL		1,197,637.00		354,831.00		10,423,929.00	11,976,397.00	70%	30%

Ryan White Part A Allocations

Service Categories	HRSA Ranking	Priority Ranking	RW 2022-23 HPG Allocation as of 08/11/21	%	HPG & Recipient Approved Actions +/-	RW 2022-23 HPG Total as of today	%	RW 2022-23 Year to Date Expenditure	RW 2022-23 Year-to-Date (The % below is the % of the Budget Spent 83.33% of Year Elapsed/Invoiced)	RW 2022-23 Balance	Comments
Outpatient Ambulatory Health Services: Primary Care	1l	1	1,307,630.00	14%	\$ (512,111.00)	795,519.00	8%	697,168.74	88%	98,350.26	\$275,000 decrease by HPG 03/23/22 \$100,000 decrease by HPG 08/10/22 \$100,000 decrease by HPG 09/28/22 \$37,111 decrease by Recipient 01/26/23
Outpatient Ambulatory Health Services: Medical Specialty	1l	2	383,386.00	4%	(140,000.00)	243,386.00	2%	123,377.31	51%	120,008.69	\$110,000 decrease by HPG 03/23/22 \$30,000 decrease by HPG 07/27/22 \$50,000 decrease by HPG 09/28/22 \$50,000 increase by Recipient 01/26/23
Psychiatric Medication Management	1j	3	28,036.00	84%	-	28,036.00	0%	4,254.41	15%	23,781.59	
Oral Health	1k	4	300,940.00	84%	(100,000.00)	200,940.00	2%	105,472.24	52%	95,467.76	\$100,000 decrease by HPG 07/27/22
Medical Case Management	1h	5	1,268,338.00	14%	143,512.00	1,411,850.00	14%	1,042,698.36	74%	369,151.64	\$50,000 increase by HPG 08/10/22 \$43,512 increase by HPG 10/26/22 \$50,000 increase by Recipient 01/26/23
Case Management-Non-Medical for Housing NEW		7	250,000.00	3%	(250,000.00)	-					\$250,000 decrease by HPG 10/26/22
Housing: Emergency Housing	2e	8	280,000.00	3%	798,235.00	1,078,235.00	11%	855,766.95	79%	222,468.05	\$250,000 increase by HPG 03/23/22 \$100,000 increase by HPG 07/27/22 \$150,000 increase by HPG 09/28/22
Housing: Location, Placement and Advocacy Services NEW		9	100,000.00	1%	(100,000.00)	-					\$100,000 decrease by HPG 10/26/22
Housing: Partial Assistance Rental Subsidy (PARS)	2e	10	667,507.00	100%	100,000.00	767,507.00	8%	640,251.12	83%	127,255.88	\$100,000 increase by HPG 06/22/22
Non-Medical Case Management	2h	6	392,021.00	4%	95,360.00	487,381.00	5%	325,740.18	67%	161,640.82	\$50,000 increase by HPG 08/10/22 \$10,360 increase by HPG 10/26/22 \$35,000 increase by Recipient 01/26/23
Coordinated HIV Services for Women, Infants, Children, Youth, and Families (WICYP)	1c	11	943,317.00	10%	50,000.00	993,317.00	10%	789,594.60	79%	203,722.40	\$50,000 increase by HPG 09/28/22
Childcare Services	2a	11a	-	0%		-	0%	-	0%	-	
Early Intervention Services: Regional Services	1c	12	800,386.00	9%	991.00	801,377.00	8%	700,022.96	87%	101,354.04	\$991 increase by Recipient 01/26/23
Health Education & Risk Reduction	2d	12a	-	0%		-	0%	-	0%	-	
Outreach Services	2j	12b	-	0%		-	0%	-	0%	-	
Referral Services	2l	12c	-	0%		-	0%	-	0%	-	
Referral to Health and Supportive Services (Peer Navigation)		14	300,000.00	3%	50,000.00	350,000.00	4%	211,987.34	61%	138,012.66	\$100,000 increase by HPG 06/22/22 \$50,000 decrease by Recipient 01/26/23
Home-based Health Care Coordination	1e	19	228,500.00	2%		228,500.00	2%	147,782.97	65%	80,717.03	

Service Categories	HRSA Ranking	Priority Ranking	RW 2022-23 HPG Allocation as of 08/11/21	%	HPG & Recipient Approved Actions +/-	RW 2022-23 HPG Total as of today	%	RW 2022-23 Year to Date Expenditure	RW 2022-23 Year-to-Date (The % below is the % of the Budget Spent 83.33% of Year Elapsed/Invoiced)	RW 2022-23 Balance	Comments
Mental Health: Counseling/Therapy & Support Groups	1j	15	761,062.00	8%	247,893.00	1,008,955.00	10%	587,895.50	58%	421,059.50	\$160,000 increase by HPG 03/23/22 \$140,000 increase by HPG 06/22/22 \$50,000 decrease by HPG 09/28/22 \$47,893 increase by HPG 10/26/22 \$50,000 decrease by Recipient 01/26/23
Substance Abuse Services: Residential	2o	18	-	0%	-	-	0%	-	0%	-	
Substance Abuse Services: Outpatient	1m	17	269,959.00	3%	45,168.00	315,127.00	3%	216,413.20	69%	98,713.80	\$45,168 increase by HPG 06/22/22
Transportation: Assisted and Unassisted	2g	20	127,830.00	1%	26,120.00	153,950.00	2%	98,885.99	64%	55,064.01	\$15,000 increase by HPG 06/22/22 \$10,000 increase by HPG 10/26/22 \$1,120 decrease by Recipient 01/26/23
Food Services: Food Bank/Home-Delivered Meals	2c	21	536,073.00	6%	(5,000.00)	531,073.00	5%	411,430.41	77%	119,642.59	\$5,000 decrease by Recipient 01/26/23
Medical Nutrition Therapy	1i	22	35,542.00	0%		35,542.00	0%	29,147.60	82%	6,394.40	
Legal Services	2i	23	285,265.00	3%		285,265.00	3%	229,655.74	81%	55,609.26	
Emergency Financial Assistance	2b	24	53,730.00	1%	(20,000.00)	33,730.00	0%	26,846.07	80%	6,883.93	\$25,000 decrease by HPG 03/23/22 \$5,000 increase by Recipient 01/26/23
Home Health Care	1f	25	-	0%		-	0%	-	0%	-	
Early Intervention Services: HIV Counseling and Testing	1c	26	-	0%		-	0%	-	0%	-	
Cost-Sharing Assistance	1d	27	-	0%	-	-	0%	-	0%	-	
Hospice	1g	28	-	0%		-	0%	-	0%	-	
Psychosocial Support Services		16	-	0%	-	-	0%	-	0%	-	\$30,000 increase by HPG 06/22/22 \$30,000 increase by HPG 07/27/22 \$60,000 decrease by HPG 10/26/22
Subtotal			9,319,522.00	357%	430,168.00	9,749,690.00	100%	7,244,391.69	74%	2,505,298.31	
Ryan White Part A Minority AIDS Initiative (MAI)			RW 2022-23 Allocation as of 08/11/21		HPG Approved Actions +/-	RW 2022-23 MAI Total as of today	%	RW 2022-23 Year to Date Expenditure	RW 2022-23 Year-to-Date (The % below is the % of the Budget Spent 83.33% of Year Elapsed/Invoiced)	RW 2022-23 Balance	Comments
Case Management (Non-Medical)			69,598.00		6,582.00	76,180.00	11%	58,494.61	77%	17,685.39	
Medical Case Management			252,610.00		7,919.00	260,529.00	39%	148,388.04	57%	112,140.96	
Mental Health Services			175,394.00		(26,328.00)	149,066.00	22%	117,756.18	79%	31,309.82	\$1,337 increase HPG
Outreach Services			36,310.00		6,582.00	42,892.00	6%	19,308.06	45%	23,583.94	\$9,007 increase HPG
Substance Abuse Services (Outpatient)			28,990.00		15,589.00	44,579.00	7%	32,396.98	73%	12,182.02	
Housing: Emergency Housing			100,000.00		-	100,000.00	15%	99,285.21	99%	714.79	
Subtotal			662,902.00		10,344.00	673,246.00	100%	475,629.08	71%	197,616.92	
TOTAL			9,982,424.00		440,512.00	10,422,936.00		7,720,020.77	74%	2,702,915.23	

CORE and Support Services allocation break-down

	Total Allocation	Total Expenditure	Total Balance
CORE Medical Services	4,616,357.00	3,335,298.03	1,169,602.97
Support Services	5,133,333.00	4,021,267.89	1,081,030.11
TOTAL	9,749,690.00	7,356,565.92	2,250,633.08

-142,491.00 variance

YEAR TO DATE EXPENDITURE AND SAVINGS BREAK-DOWN AS OF DECEMBER 2022 FOR PRIMARY CARE

RW 2223 SERVICE DOLLAR ALLOCATIONS AND EXPENDITURES

Funding Source	RW 22/23 Service Dollars	Contract Year	Contract YTD Expenditure	% of Year Invoice d	% Spent	Balance	Comments
RW-Part A	795,519.00	March 2022/February 2023	697,168.74	83.30%	88%	98,350.26	Part A Payment Summary as of December 2022 invoices.
RW-Part B	407,426.00	April 2022/March 2023	390,873.01	74.97%	96%	16,552.99	Part A Payment Summary, Part B tracking as of December 2022 invoices.
TOTAL	1,202,945.00		1,088,041.75			114,903.25	

YEAR TO DATE EXPENDITURE AND SAVINGS BREAK-DOWN AS OF DECEMBER 2022

RW 2223 SERVICE DOLLAR ALLOCATIONS AND EXPENDITURES

Funding Source	RW 2022/2023 Service Dollars	Contract Year	Contract YTD Expenditure	% of Year Invoiced	% Spent	Balance	Comments
Ryan White Part B							
Outpatient Ambulatory Health Services (Medical)	407,426.00	April 2022 - March 2023	390,873.01	75%	96%	16,552.99	Part A Payment Summary, Part B tracking as of December 2022 invoices.
Early Intervention Services (Expanded HIV Testing)	-		-	75%	-	-	
Early Intervention Services (Focused Testing)	187,900.00		134,667.44	75%	72%	53,232.56	Part B Payment Summary as of December 2022 invoices.
Medical Case Management (Emergency Financial Assistance)	177,716.00		141,391.83	75%	80%	36,324.17	Part B Payment Summary as of December 2022 invoices.
Housing (Substance Abuse Services-Residential)	518,632.00		412,963.48	75%	80%	105,668.52	Part B Payment Summary as of December 2022 invoices.
Non-medical Case Management (Rep Payee)	50,000.00		39,614.12	75%	79%	10,385.88	Part B Payment Summary as of December 2022 invoices.
CoSD Medical Case Management	403,173.24		233,352.95	75%	58%	169,820.29	Per Q2 Jul-Sep Qtrly invoice
CoSD Early Intervention Services	396,482.82		231,313.65	75%	58%	165,169.17	Per Q2 Jul-Sep Qtrly invoice
Ryan White Part B Total	2,141,330.06		1,584,176.48		74%	557,153.58	
Ryan White Part B-MAI Bridge	97,277.00	April 2022 - March 2023	83,362.57	75%	86%	13,914.43	Part B-MAI Payment Summary as of December 2022 invoices.
Prevention 2022							
<i>Counseling and Testing</i>	180,000.00	January - December 2022	176,459.23	100%	98%	3,540.77	Prevention Payment Summary as of December 2022 invoices.
<i>Evaluation/ Linkage Activities/ Needs Assessment</i>	842,315.00		819,303.64	100%	97%	23,011.36	Prevention Payment Summary as of December 2022 invoices.
Prevention Total	1,022,315.00		995,762.87			26,552.13	
CDPH Ending the HIV Epidemic - Component A	\$4,496,525	August 2022 - July 2023	9,062.50	42%	0.20%	4,487,462.50	Only one contract - 211SD. Payment Summary as of December 2022 invoices.
CDPH Ending the HIV Epidemic - Component C	\$240,000	August 2021 - July 2022	-	0%	0.00%	240,000.00	CDPH EHE Comp C No Contract.
HRSA Ending the HIV Epidemic- 20-078	\$1,800,360	March 2022 - February 2023	790,336.67	83%	43.90%	1,010,023.33	HRSA EHE Payment Summary as of December 2022 invoices. Pending invoices: PO#565625 -Dec, PO#564245 - Nov and Dec, PO# 566476 - Dec, PO#563232 - Nov and Dec, PO#563231 - Nov and Dec, PO#566466 - Dec
TOTAL	9,797,807.06		3,462,701.09		35%	6,335,105.97	

January 2023 Goldenrods	Total #
# Goldenrods Received	0
# of Providers	0
# of RW-funded services provided	0
# of Clients Contacted	0
# Given permission to use information	0
# Positive Remarks	0
# Remarks Requiring Follow-Up	0

DETAILED INTERNAL BUDGET					
Program: HIV Planning Group Support-County Year: RW 2022 Budget Period: 03/01/2022 to 2/28/2023 CFDA#: 93.914 Updated - 12/2022 Expenditures for 02/2023 Meeting	TASK 008 S&S TASK 026 S&B TASK 001 Office Expenses	% of Year Elapsed	83.30%		83.30% of Year Elapsed
		Budget Updated 03/30/22	Expenditures December 2022	YTD Total Expenditures	% Expended
					Remaining Balance
Personnel Expenses (Salary&Benefits)		\$ 271,566.00	\$ 30,600.90	\$ 243,399.16	89.63%
Needs Assessment		\$ 20,000.00		\$ -	0%
Translation Services		\$ 34,000.00	\$ 1,020.00	\$ 8,040.00	24%
Meeting Space		\$ 8,200.00		\$ -	0%
Mileage & Gas Cards		\$ 10,000.00		\$ -	0%
Training for HPG Staff		\$ 1,500.00		\$ -	0%
Office Supplies		\$ 325.00		\$ -	0%
Food Purchases		\$ 5,000.00		\$ -	0%
Transcription (Written) Services		\$ 500.00		\$ 429.30	86%
WebEx (monthly)		\$ 750.00		\$ -	0%
Zoom (anually)		\$ 950.00		\$ 849.70	89%
Equipment (Meeting Owl Office Max)		\$ 1,500.00		\$ 1,141.86	0%
Trainings/Consultants		\$ 1,500.00		\$ -	0%
WiFi (MiFi) Monthly Service @ \$286/month (6)		\$ 3,500.00	\$ 572.88	\$ 2,864.40	82%
TOTAL PC BUDGET		\$ 359,291.00	\$ 32,193.78	\$ 256,724.42	71.45%
					\$ 102,566.58

This newsletter is organized to align the updates with Strategies from the ***Laying a Foundation for Getting to Zero: California's Integrated HIV Surveillance, Prevention, and Care Plan*** (Integrated Plan). The [Integrated Plan](http://www.cdph.ca.gov/Programs/CID/DOA/CDPH%20Document%20Library/IP_2016_Final_ADA.pdf) is available on the Office of AIDS' (OA) website at www.cdph.ca.gov/Programs/CID/DOA/CDPH%20Document%20Library/IP_2016_Final_ADA.pdf.

In This Issue:

- Strategy A
- Strategy J
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- Strategy K

Staff Highlight:

OA would like to thank and acknowledge the tireless and continued work of the **Mpox Health Equity Team (MHET)**. The team merged with the Mpox Stakeholder Outreach & Engagement Team and was created in July 2022. MHET is comprised of OA Prevention Branch staff members Health Program Specialist, Staci Ho, Disease Outbreak and Field Investigation Unit, Tee-Jai Lampkins, PrEP Local Capacity Building Analyst, Co-Leads OA Division Chief, Marisa Ramos and State Transgender Health Manager, Tiffany Woods. Center of Infectious Diseases (CID) Health Equity Liaison and Equity Team lead, Sharon Eghigian, and Mpox lead, Gil Chavez.

Successes include working with the California Department of Public Health (CDPH) Communications and Media team to develop social media and dating app campaigns for mpox education, messaging, and vaccination access with a focus on equity. The facilitation of monthly stakeholder listening sessions held in both English and Spanish to provide mpox updates and a space for questions and answers from the community. Cross-section Mpox Equity team weekly meetings were held to provide updates and develop strategies to address equity across all mpox efforts. In addition, the MHET with the assistance of Visual Communications Specialist, John Keasling, created a public Mpox Health Equity Webpage to highlight equity efforts



including stigma reduction and released a survey seeking feedback to help shape the content on the webpage.

Ongoing equity team goals/efforts include improving access to vaccines through Pride Season, improve vaccination rates for African/American and Latino/Latinx populations, improve rates for second dose of vaccine, integrate mpox vaccination/treatment into ongoing sexual health networks - focusing on underserved populations, and development of an Equity Framework for mpox & future disease responses. Thank you to the Mpox Health Equity Team for their hard work and dedication to keeping Californian's healthy.

HIV Awareness:

February 7th is **National Black HIV/AIDS Awareness Day (NBHAAD)**. This day is observed to acknowledge the disproportionate impact of HIV in the Black/African American community, increase awareness and access to HIV testing, prevention, and care. The Black/

African American communities are making strides in reducing HIV; however, racism, discrimination and medical mistrust continue to affect whether or not Black/African American people seek and/or receive HIV services. These factors contribute to the impact of lack of access to information, preventative and lifesaving measures such as Pre-exposure prophylaxis (PrEP), and Post-exposure prophylaxis (PEP), HIV treatments and access and retention in care.

According to CDPH HIV Surveillance data, in 2020 Black/African Americans make up approximately 6% of California's population however, they account for both 17% of living HIV cases and newly diagnosed cases. A [factsheet depicting demographics and health outcomes for the community](https://www.cdph.ca.gov/programs/cid/doa/cdph%20document%20library/black-africanamericanfactsheet_ada.pdf) is located at https://www.cdph.ca.gov/programs/cid/doa/cdph%20document%20library/black-africanamericanfactsheet_ada.pdf.

NBHAAD provides educational opportunities on PrEP and other treatment options, promotes testing, and aims to help community members make healthier choices and live more positive lifestyles.

General Office Updates:

COVID-19

OA is committed to providing updated information related to COVID-19. We have disseminated a number of documents in an effort to keep our clients and stakeholders informed. Please refer to our [OA website](http://www.cdph.ca.gov/programs/cid/doa/pages/oamain.aspx) at www.cdph.ca.gov/programs/cid/doa/pages/oamain.aspx, to stay informed.

Mpox

OA is committed to providing updated information related to mpox. We have partnered with the Division of Communicable Disease Control (DCDC), a program within the Center of Infectious Diseases, and have disseminated a number of documents in an effort to keep our clients and stakeholders informed. Please refer

to the [DCDC website](https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/mpox.aspx) at <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/mpox.aspx>, to stay informed.

Racial Justice and Health Equity

The Racial & Health Equity (RHE) workgroup aims to gain insight and understanding of racial and health equity efforts throughout the CDPH and take next steps towards advancing RHE in our work. The workgroup has formed subcommittees to address community stakeholder engagement challenges, improve OA policy and practices to support RHE and increasing OA knowledge and attitude on RHE among leadership and staff.

The OA RHE workgroup convened in January and discussed the term, **people of color** and its varied meanings and perceptions and provided RHE updates across other departments.

HIV/STD/HCV Integration

As the lead state department in the COVID-19 response, CDPH has re-directed hundreds of staff to this effort. Because of this, the integration efforts of the OA, STD Control Branch, and Office of Viral Hepatitis Prevention are postponed indefinitely. Please refer to our [OA website](http://www.cdph.ca.gov/programs/cid/doa/pages/oamain.aspx) at www.cdph.ca.gov/programs/cid/doa/pages/oamain.aspx, to stay informed.

Ending the Epidemics Strategic Plan

ENDING THE EPIDEMICS STRATEGIC PLAN OA/STD

OA and the STD Control Branch are pleased to report that the roll-out of the **California Strategic Plan** to address the syndemic of HIV, HCV and STIs continues in February as we review public comments to the released draft of our phase-2 *Implementation Blueprint* and finalize the plan. Public comment has been overwhelmingly

positive and helpful. Thank you!

A reminder: The activities in this customizable *Implementation Blueprint* were the result of community input from across all regions of California and they help us drill down into specific goals under our 30 strategies organized over 6 social determinants of health: racial equity, health access for all, housing first, mental health and substance use, economic justice and stigma free.

The next stage of our process is to release the final document for wide distribution to our partners. In addition, early in 2023 we will host a series of webinars that will help local health jurisdictions customize this plan for their communities.

Below is the [website that documents our work](#), including the phase-1 roadmap, the recording of our Statewide Town Hall, and the list of completed regional listening sessions. Thank you for engaging with this strategic planning process and helping us make it better!

- <https://facenteconsulting.com/work/ending-the-epidemics/>

Ending the HIV Epidemic (EHE)

In January, OA completed site visits of six counties funded through the Ending the Epidemic (EHE) Initiative: Alameda, Orange, Riverside, Sacramento, San Bernardino, and San Diego. As a group the counties have expanded routine opt out and focused testing, home delivered HIV/HCV/STI integrated testing, enhanced status-neutral linkages to care and prevention services and implemented special intervention-pilots focused on EHE priority populations at intersections of mental health, substance use and housing security. OA wishes to applaud their efforts and progress made in the most difficult of circumstances. More information about the county specific EHE plans can be found on the [Ending the Epidemics landing page](#) under the CDC 20-2010 header.

Of note, some of the EHE counties have been working to implement the Street Medicine Model in their street-based services. We will continue to provide updates on their progress in future OA Voice editions. Some of our OA community partners have asked how they can get more information about the Street Medicine Model. One way is by joining the California Street Medicine Collaborative.

The California Street Medicine Collaborative, hosted by Keck School of Medicine of University of Southern California (USC) Street Medicine, is designed to create a common, neutral space for street medicine programs and supporting organizations to discuss the current and future state of street medicine in California. The Collaborative meets virtually, once a month. Street medicine is receiving an unprecedented amount of state and local support to provide primary care and other services directly to people experiencing unsheltered homelessness in their lived environment (e.g., encampment, in a park, under a bridge). A common space to discuss these opportunities, and how to leverage them to build and sustain street medicine programs for all, is key to building a collective street medicine strategy informed by the people who are doing and supporting this work. Those interested in joining the California Street Medicine Collaborative can contact sara.castro@med.usc.edu to be added to the Collaborative.

Strategy A: Improve Pre-Exposure Prophylaxis (PrEP Utilization)

PrEP-Assistance Program (AP)

As of January 27, 2023, there are 200 PrEP-AP enrollment sites covering 187 clinics that currently make up the PrEP-AP Provider network.

A [comprehensive list of the PrEP-AP Provider Network](#) can be found at <https://cdphdata.maps.arcgis.com/apps/webappviewer/index.html?id=6878d3a1c9724418aebfea96878cd5b2>.

[Data on active PrEP-AP clients](#) can be found in the three tables displayed on page 5 of this newsletter.

Strategy B: Increase and Improve HIV Testing

OA's HIV home-testing distribution demonstration project continues through Building Healthy Online Communities (BHOC) in the six California Consortium Phase I Ending the HIV Epidemic in America counties. The program, [TakeMeHome®](https://takemehome.org/), (<https://takemehome.org/>) is advertised on gay dating apps, where users see an ad for home testing and are offered a free HIV-home test kit.

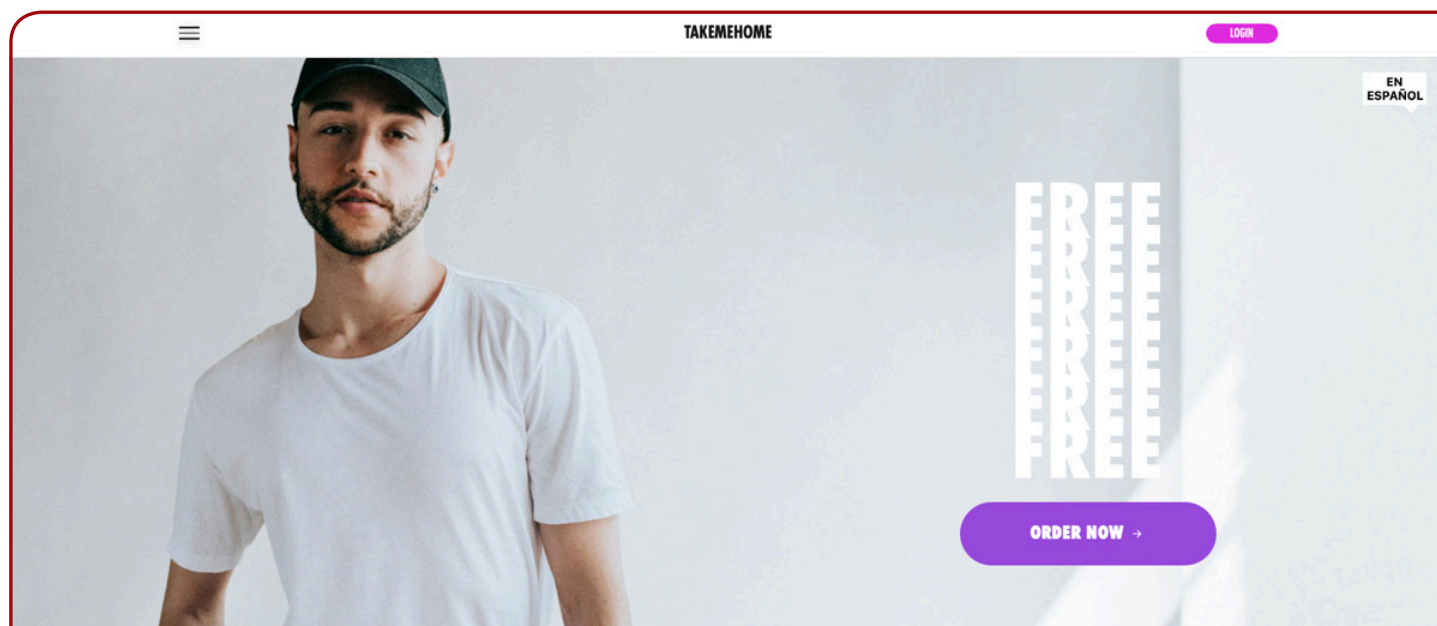
In the first 28 months, between September 1, 2020, and December 31, 2022, 4453 tests were distributed. This month, mail-in lab tests (including dried blood spot tests for HIV, syphilis, and Hepatitis C, as well as 3-site tests for gonorrhea and chlamydia) accounted for 181 (77.0%) of the 235 total tests distributed.

Of individuals ordering a test in September, 35.7% reported never before receiving an HIV test, and 37.9% were 18 to 29 years of age. Among individuals reporting race or ethnicity, 34.9% were Hispanic/Latinx, and of those reporting sexual history, 58.0% indicated 3 or

more partners in the past 12 months. To date, 490 recipients have completed an anonymous follow up survey, with 94.5% indicating they would recommend TakeMeHome HIV test kits to a friend. The most common behavioral risks of HIV exposure reported in the follow up survey were being a man who has sex with men (72.2%) or having had more than one sex partner in the past 12 months (63.3%).

OA is pleased to announce that we have expanded our OraQuick HIV self-testing program to all counties in California on **January 23, 2023**, through the [Building Healthy Online Communities: Take Me Home program](#) (BHOC-TMH). This is a collaboration between BHOC-TMH, OA and local health departments. This program puts an effective free HIV screening tool directly into the hands of Californians (ages 17+) who request it via the BHOC-TMH website. Outreach for this program is automated mostly through advertising on gay dating applications (apps) and websites. Help spread the word! Please send this announcement to your networks.

Thank you for all you do to end the HIV epidemic in California. If you have any questions, please [contact us](mailto:OfficeofAIDS@cdph.ca.gov) at OfficeofAIDS@cdph.ca.gov.



Active PrEP-AP Clients by Age and Insurance Coverage:

Current Age	PrEP-AP Only		PrEP-AP With Medi-Cal		PrEP-AP With Medicare		PrEP-AP With Private Insurance		TOTAL	
	N	%	N	%	N	%	N	%	N	%
18 - 24	239	7%	---	---	---	---	25	1%	264	8%
25 - 34	1,019	32%	1	0%	---	---	235	7%	1,255	39%
35 - 44	790	25%	---	---	2	0%	185	6%	977	30%
45 - 64	387	12%	---	---	20	1%	107	3%	514	16%
65+	22	1%	---	---	169	5%	10	0%	201	6%
TOTAL	2,457	77%	1	0%	191	6%	562	18%	3,211	100%

Active PrEP-AP Clients by Age and Race/Ethnicity:

Current Age	Latinx		American Indian or Alaskan Native		Asian		Black or African American		Native Hawaiian/ Pacific Islander		White		More Than One Race Reported		Decline to Provide		TOTAL	
	N	%	N	%	N	%	N	%	N	%	N	%	N	%	N	%	N	%
18 - 24	136	4%	---	---	32	1%	9	0%	1	0%	59	2%	5	0%	22	1%	264	8%
25 - 34	704	22%	1	0%	116	4%	87	3%	2	0%	272	8%	6	0%	67	2%	1,255	39%
35 - 44	611	19%	4	0%	81	3%	41	1%	---	---	197	6%	5	0%	38	1%	977	30%
45 - 64	298	9%	2	0%	32	1%	16	0%	---	---	147	5%	---	---	19	1%	514	16%
65+	19	1%	1	0%	4	0%	4	0%	---	---	168	5%	---	---	5	0%	201	6%
TOTAL	1,768	55%	8	0%	265	8%	157	5%	3	0%	843	26%	16	0%	151	5%	3,211	100%

Active PrEP-AP Clients by Gender and Race/Ethnicity:

Gender	Latinx		American Indian or Alaskan Native		Asian		Black or African American		Native Hawaiian/ Pacific Islander		White		More Than One Race Reported		Decline to Provide		TOTAL	
	N	%	N	%	N	%	N	%	N	%	N	%	N	%	N	%	N	%
Female	105	3%	---	---	2	0%	6	0%	---	---	12	0%	1	0%	7	0%	133	4%
Male	1,501	47%	8	0%	247	8%	149	5%	3	0%	808	25%	12	0%	136	4%	2,864	89%
Trans	151	5%	---	---	16	0%	2	0%	---	---	16	0%	1	0%	4	0%	190	6%
Unknown	11	0%	---	---	---	---	---	---	---	---	7	0%	2	0%	4	0%	24	1%
TOTAL	1,768	55%	8	0%	265	8%	157	5%	3	0%	843	26%	16	0%	151	5%	3,211	100%

All PrEP-AP charts prepared by: ADAP Fiscal Forecasting Evaluation and Monitoring (AFFEM) Section, ADAP and Care Evaluation and Informatics Branch, Office of AIDS. Client was eligible for PrEP-AP as of run date: 01/31/2023 at 12:01:20 AM
Data source: ADAP Enrollment System. Site assignments are based on the site that submitted the most recent application.

Strategy J: Increase Rates of Insurance/Benefits Coverage for PLWH or on PrEP

As of January 27, 2022, the number of ADAP clients enrolled in each respective ADAP Insurance Program are shown in the chart below.

Strategy K: Increase and Improve HIV Prevention and Support Services for People Who Use Drugs

Fact Sheet: The California Harm Reduction Initiative

OA released a [fact sheet about the California Harm Reduction Initiative \(CHRI\)](#) and the project's significant effect on syringe services programs (SSPs) and the people who use harm reduction services. The fact sheet highlights the shift in drug use from heroin to fentanyl and the substantial expansion of harm reduction services across 42 of California's 58 counties, reaching over 28,000 new program participants.

The Impact of the California Harm Reduction Initiative

[Research Triangle Institute](#) (RTI) released an [article demonstrating how CHRI funding helped](#)

[SSPs reach and protect people in California](#). RTI found that CHRI was game-changing for SSPs in California, greatly improving their ability to deliver life-saving interventions to people who use drugs. Most notably, programs supported by CHRI distributed 68% more naloxone doses to their participants than other programs, and 85% of CHRI-supported SSPs offered buprenorphine to their participants, compared to only 31% of non-CHRI SSPs.

New Medi-Cal Guidelines Support Street Medicine Programs

In November 2023, California's Department of Health Care Services (DHCS) released new guidelines to Medi-Cal managed care plans that will make it easier for communities to establish and maintain street medicine programs. [California Health Care Foundation](#) (CHCF) released an [issue brief of key takeaways from the new Medi-Cal guidelines](#) including new policy that allows reimbursement for non-clinical street medicine care teams, like community health workers and linkage to care coordinators.

For [questions regarding this issue of The OA Voice](#), please send an e-mail to angelique.skinner@cdph.ca.gov.

ADAP Insurance Assistance Program	Number of Clients Enrolled	Percentage Change from December
Employer Based Health Insurance Premium Payment (EB-HIPP) Program	503	- 1.95%
Office of AIDS Health Insurance Premium Payment (OA-HIPP) Program	5,724	+ 2.32%
Medicare Part D Premium Payment (MDPP) Program	1,812	- 10.87%
Total	8,039	- 1.24%

Source: ADAP Enrollment System