

Community Engagement Group

When: Wednesday, March 15, 2023 from 3:00 PM – 5:00 PM

Where: Training Room 120 (Building 5500)



Address:

San Diego County Operations Center (COC)
5500 Overland Avenue
San Diego, CA 92123



Parking is free – All visitors parking is longer than the permitted time that is posted; you must park in an unmarked space.

There is very limited street parking along Farnham St.

From 163:

1. From 163, exit onto Clairemont Mesa Blvd – *Eastbound*
2. Turn left onto Overland Ave.

From I-15:

1. From 15, exit onto Clairemont Mesa Blvd – *Westbound*
2. Turn right onto Ruffin Rd
3. Turn left onto Hazard Way

Or

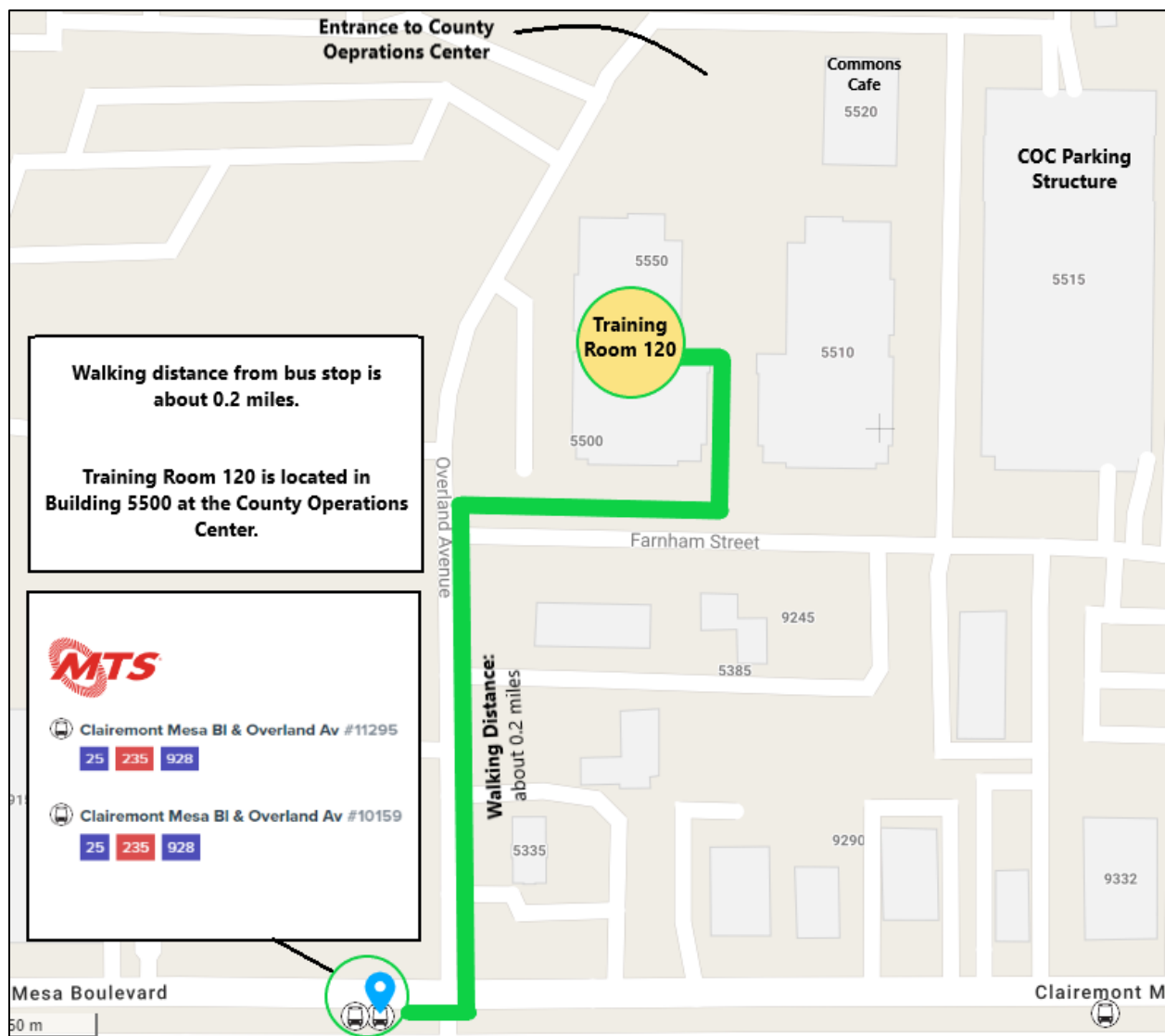
1. From 15, exit onto Clairemont Mesa Blvd – *Westbound*
2. Turn right onto Overland Ave

****ATTN:**

Please note that directions depicted on given directions to location may not reflect info on the MTS phone application.

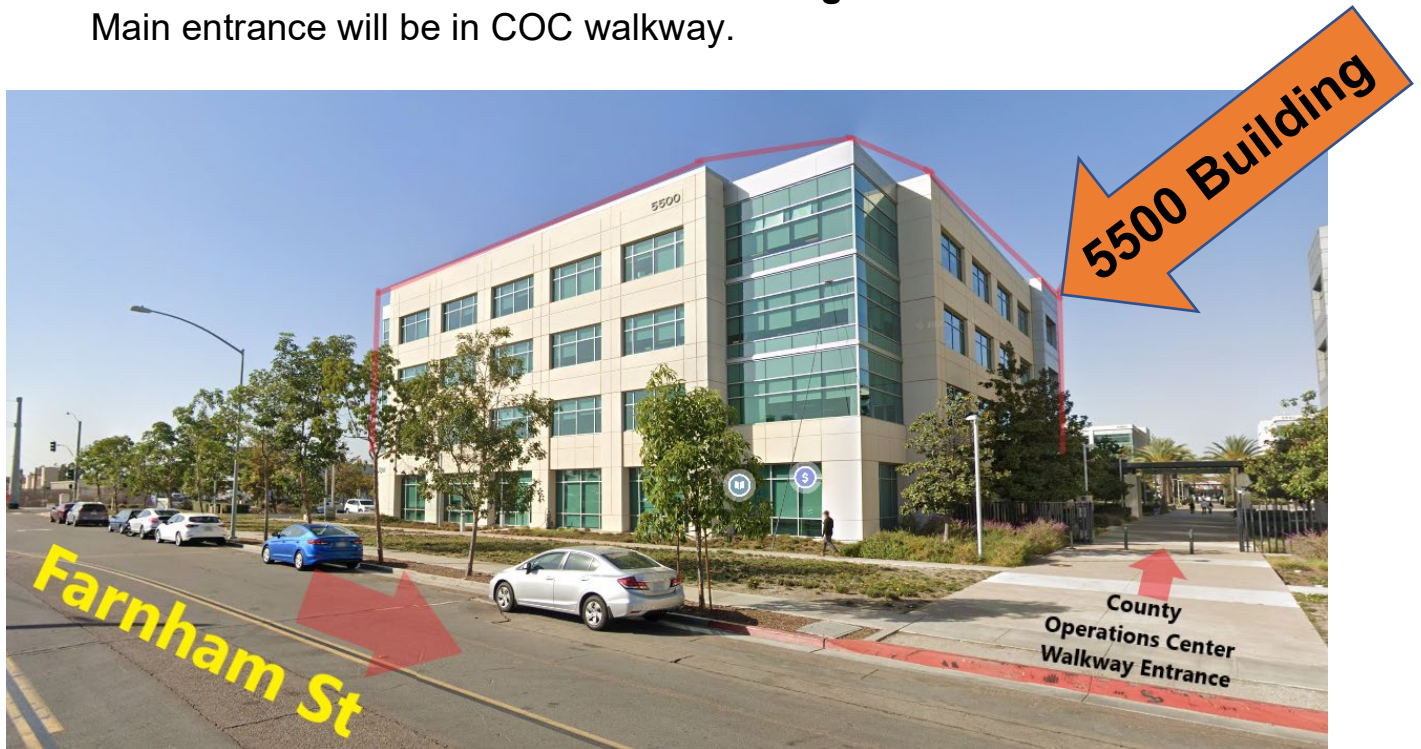
Refer to HPG directions and County Operations Center map provided for detailed instructions on how to get to meeting location. Additional resource map available from County Operations Center on **PAGE 7**.

Via MTS/Public Transportation:



From Clairemont Mesa Blvd & Overland Ave Bus stop:

1. Head east on Clairemont Mesa Blvd toward Overland Ave.
2. Turn left onto Overland Ave.
3. Turn right onto Farnham St.
4. Turn left into County Operations Center walkway entrance.
5. Destination will be on the left side in **Building 5500**.
Main entrance will be in COC walkway.

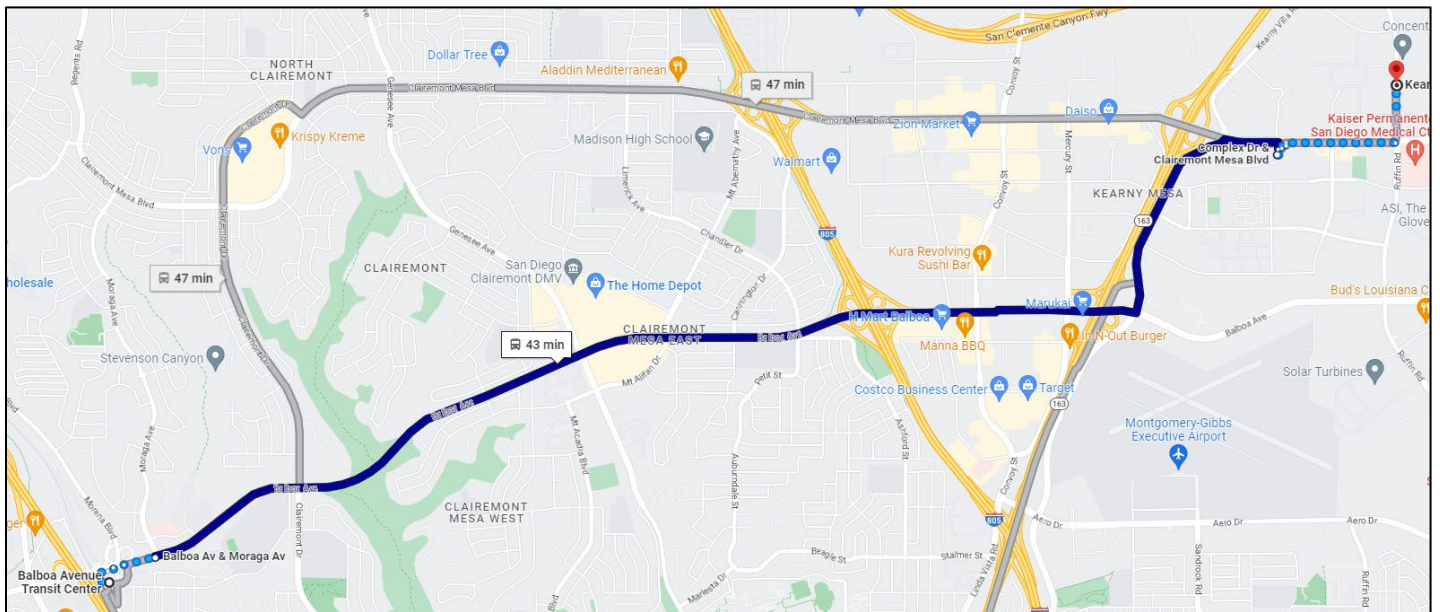


If Using Trolley & Bus:

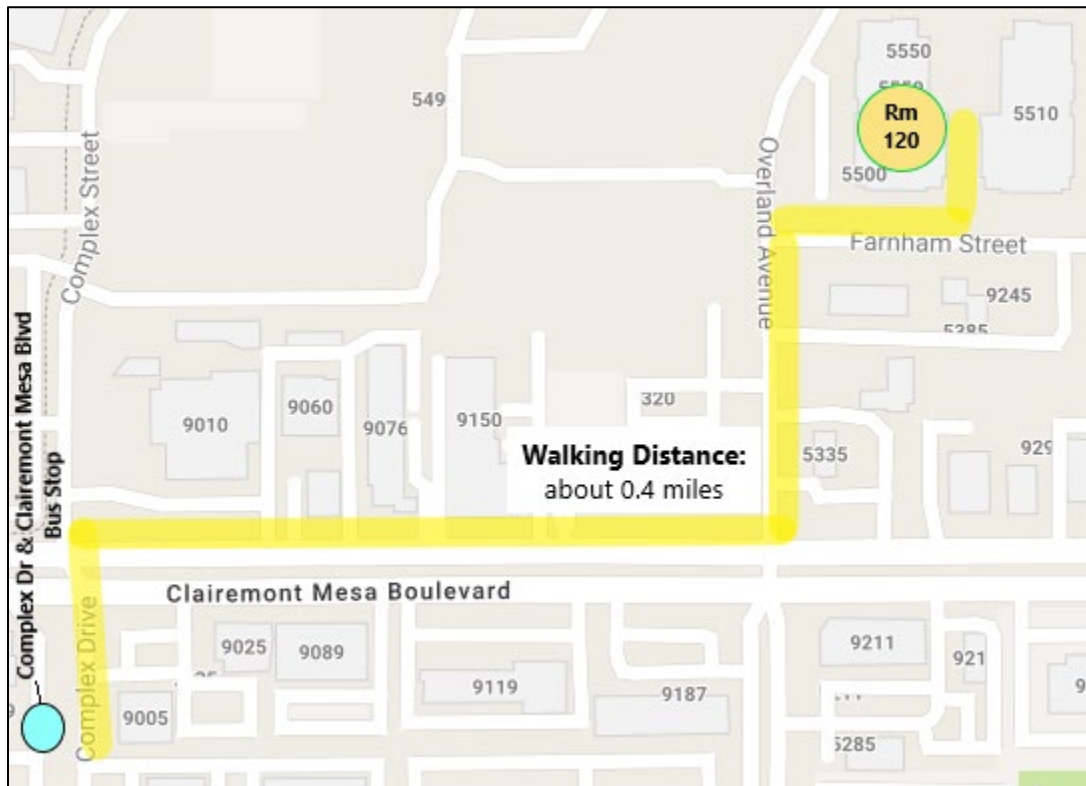
1. Take the **Blue Trolley Line** to the **Balboa Avenue Transit Center**.
2. Walk to **Balboa Ave & Moraga Ave** bus stop (about 7-minute walk, 0.3 miles).
3. Take **Route 27** bus from **Balboa Ave & Moraga Ave** to **Complex Dr & Clairemont Mesa Blvd**.
4. Head north on Complex Dr.
5. Cross the street and turn right on Clairemont Mesa Blvd (after U.S. Bank Branch on the right).
6. Cross the street and turn left onto Overland Ave.
7. Turn right onto Farnham St.
8. Turn left into County Operations Center walkway entrance.
9. Destination will be on the left side in **Building 5500**.

10. Main entrance will be in COC walkway.

**Full Route from Balboa Ave Transit Center to Overland Ave
(if coming off Blue Line trolley):**

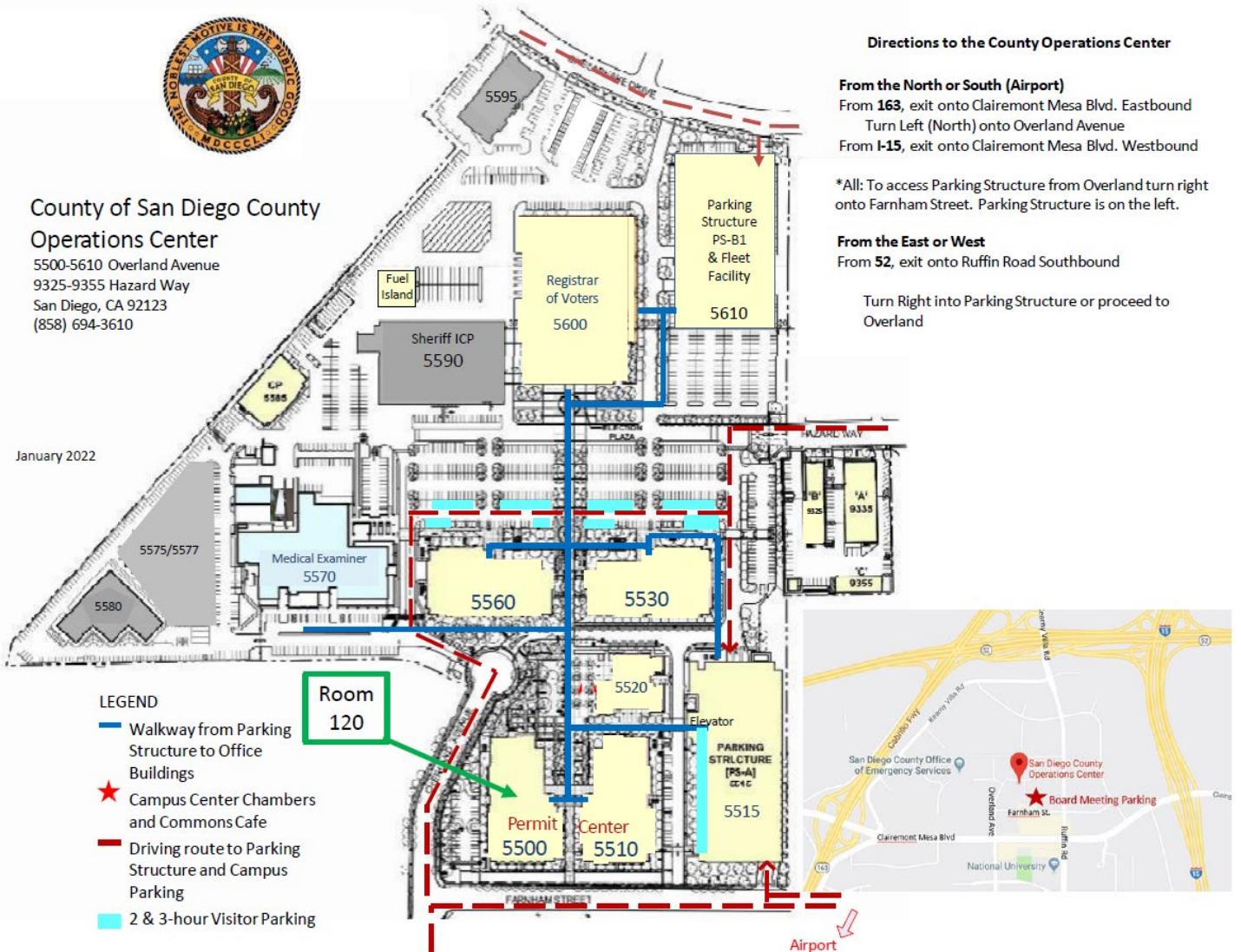


**Walking from Complex Dr & Clairemont Mesa Blvd to
County Operations Center (COC), Training Rm 120:**



ADDITIONAL RESOURCES:

County Operations Center (COC) CAMPUS MAP



County Operations Center (COC) CAMPUS DIRECTORY



5500 Permit Center

Environmental Health and Quality
San Diego County Credit Union
Public Works Engineering
Parks & Recreation
Aging & Independence Services
24/7 Library To Go

5510 Permit Center

Planning and Development Services
Public Works
SanGIS

5520 Campus Center

Campus Center - Chambers
Campus Center - Commons

5530

Primary Public Defender
Alternate Public Defender
County Counsel/Juvenile Dependency
Human Resources
Sheriff Detention Medical Services
Auditor & Controller
Revenue & Recovery

5560

County Library
Public Administrator
Public Guardian
Public Conservator
Purchasing & Contracting
Sheriff Data & Computer Training
Security Services

5560 cont.

Property Manager
Aging & Independence Services
General Services
County Fire/EMS

5570

Medical Examiner
Environmental Health & Quality
- Vector/HIRT
Public Health Services
- Laboratory

5590

Crime Lab

5595

Sheriff Wireless Services
General Services Maintenance

5600

Registrar of Voters
County Mail Center
Probation

5610

General Services Fleet

9325

Agriculture, Weights, & Measures

9335

University of California Cooperative Extension
Vital Records
Public Health Services



County of San Diego

NICK MACCHIONE, FACHE
AGENCY DIRECTOR

HEALTH AND HUMAN SERVICES AGENCY
PUBLIC HEALTH SERVICES
3851 ROSECRAINS STREET, MAIL STOP P-
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**WILMA J. WOOTEN, M.D.,
M.P.H.**
PUBLIC HEALTH OFFICER

SAN DIEGO HIV PLANNING GROUP COMMUNITY ENGAGEMENT GROUP

Wednesday, March 15, 2023 3:00 PM

Note: This meeting is being video and audio recorded.

County Operations Center (COC)
5530 Overland Ave. San Diego, CA 92123 (Training Room 120)

To Participate Remote via Zoom, click on the following link:

<https://us06web.zoom.us/j/95469032405?pwd=cnJuUUVrVjRhdlByS21LWkQ1bllzd09>

Meeting ID: 954 6903 2405

Passcode: 633258

Join via Phone: US Toll +1 646 931 3860 / Mexico Toll +52 556 826 9800

Committee Members (4): Allan Acevedo (Chair), Alfredo De Jesus, Michael Donovan, Esteban Duarte, Tyra Fleming, Michael Lochner (HPG Chair), Jen Lothridge
A quorum for this committee is Four (4)

AGENDA

1. Call to order, comments from the Chair, Moment of Silence
2. Zoom Housekeeping
3. Review:
 - a. Background, Mission Statement, Goals, and Agreement of Meeting Decorum
4. Introductions (Name, Role with HPG/Consumer, Pronouns), Icebreaker
5. Public Comment: Non-HPG Member Participants
6. Sharing our Concerns: All Meeting Participants
7. Routine Business:
 - a. Review/approval of meeting agenda for March 15, 2023
 - b. Review/approval of meeting minutes for February 15, 2023 (Review follow-up items)
 - c. **Review:** Community Engagement Group Working/Training Plan
 - d. Co-Chair Opening/Nominations
8. Old Business
 - a. None
9. New Business

- a. **Review:** AB 2449/Brown Act Rules for In-person meetings with a teleconference component – Dr. Ken Riley
 - b. **Discussion:** Planned HPG Orientation; tentatively Thursday May 18, 2023.
 - 10. Updates
 - a. Membership Committee
 - b. Strategies and Standards
 - c. Medical Standards and Evaluation (MSEC)
 - d. Priority Settings and Resource Allocation (PSRAC)
 - e. Steering Committee
 - f. HIV Planning Group (HPG)
 - g. CARE Partnership
 - 11. Announcements
 - 12. Next Meeting: Thursday, April 19, 2023 3:00-5:00PM
Location: County Operations Center (COC), Training Room 120: 5530 Overland Ave
San Diego, CA 92123
 - 13. Adjournment
-

Community Engagement Group Charge:

- 1) Educate Community Members
 - Educate/train community members about the HIV Planning Group's local HIV services planning process and prepare them for and support them in increased involvement throughout the HIV Planning Group Process: committees, task forces, working groups, and other opportunities, as well as HIV Planning Group membership.
- 2) Increase Community Members' Participation
 - Increase the level and diversity of community involvement, including from under-served and under-represented populations.
 - Represent the needs of all community members, including those unable to participate in meetings.
 - Provide linkages to regional and population-specific community groups and ensure communication between those groups and the Community Engagement Group.
 - Identify and seek to overcome barriers to community participation.
- 3) Represent Community Member Needs Throughout the HIV Planning Group Process
 - Provide community representation on HIV Planning Group committees, task forces, etc., and ensure the flow of information from those groups to the Community Engagement Group.
 - Encourage maximum community involvement in the Priority Setting Committee and other established venues for the annual priority setting and budget allocations process; the Community Engagement Group will not develop a separate set of budget recommendations.
 - Serve as a venue for providing community feedback regarding HIV Planning Group issues (e.g., task forces).



County of San Diego

NICK MACCHIONE, FACHE
AGENCY DIRECTOR

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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=cnJuUUVrVjRhdlByS21LWkQ1blIzd09>

Wednesday, February 15, 2023

3:00 PM – 5:00 PM

DRAFT MINUTES

Quorum = Three (3)

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

Members Absent: Mikie Lochner (HPG Chair)

Agenda Item	Action	Follow-up
1. Call to order/ Moment of Silence	Allan Acevedo called the meeting to order at 3:00 PM and noted that a quorum was established. The chair would like to remind everyone that this month is Black History Month. A moment of silence was observed.	
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): Donovan/De Jesus 1/0</p> <p>Abstentions: 0</p> <p>Motion: Carries</p>	
3. Zoom Housekeeping	Reviewed by Allan Acevedo.	
4. Review		
a. Background, mission	Read out loud by participants.	

Agenda Item	Action	Follow-up
statement, goals, and ground rules		
5. Introductions, icebreaker		
6. Public Comment – For Non-HPG Member Participants	<p>A participant mentioned that the Partial Assistance Rent Subsidy (PARS) only covers 30% of the rent and that the amount stays the same for the entire program period and does not change if the rent is increased. They also mentioned that HOPWA uses the Section 8 paperwork which asks for criminal history even though the Housing Operations for Persons with AIDS (HOPWA) has no limitations on services due to criminal record. Because of this, Section 8 paperwork should not be used. They want to work with the committee to address homelessness for LGBTQ+ individuals.</p> <p>The county has put out a request for proposal Home T3, a statewide initiative to eliminate homelessness.</p> <p>Another participant was here as staff for UCSD to see how they could work with the committee to increase community engagement.</p>	
7. Sharing our Concerns For all Participants	A member wanted to thank the City of San Diego for their accomplishment in the new AIDS Memorial on Grape Street.	
8. Routine Business		
a. Review/approval of meeting agenda for January 18, 2023	<p>Motion: Approve the meeting agenda for February 15, 2023 as presented.</p> <p>M/S/C: Donovan/De Jesus 3/0</p> <p>Abstentions: None</p> <p>Motion: Carries</p>	
b. Review/approval of meeting minutes for December 7, 2022 (Review follow-up items)	<p>Motion: Approve the meeting minutes for January 18, 2023 as presented.</p> <p>M/S/C: Donovan/De Jesus 3/0</p> <p>Abstentions: None</p>	

Agenda Item	Action	Follow-up
	Motion: Carries	
c. Review: Community Engagement Group Working/Training Plan		
d. Co-Chair Opening/Nominations	Nominations are still open.	
9. Old Business		
a. None		
10. New Business		
a. Review: Service Categories: Housing – Maritza Herrera	<p>Maritza reviewed the housing categories: Category 7: Case Management Non-medical for Housing (New Category) Category 8: Housing: Emergency Housing Category 9: Housing: Location, Placement, and Advocacy Services (New Category) Category 10: Housing: PARS</p> <p>Members requested that the recipient's office present information on service utilization and trends over time, list of programs that are looked at when considering permanent housing, and success failure rates.</p>	Speak to recipient's office about the request.
b. Discussion: Community Engagement Group In-person Meetings	<p>The next meeting will be held in person, and food will be available. The location will be at the South Live Well center at 690 Oxford St. in Chula Vista, which can hold up to 24 participants.</p> <p>AB2449, the new rules for public meetings, will be discussed in March and will include items such as quorum requirements and attendance of committee members, and public participation both in-person and virtually.</p>	
11. Updates		
a. CARE Partnership	<p>The Woman's Conference is on March 11, 2023. It will be a hybrid meeting and is open to anyone who identifies as female. HPG will be there to table at the event. For information go to: https://awomansvoice.info/</p>	

Agenda Item	Action	Follow-up
b. Membership Committee	Membership reviewed several applications. Esteban Duarte will be moved forward to appointment. Two interviews are scheduled for their March meeting.	
c. Strategies & Standards	They reviewed the draft of Universal Standards for Competency and Service Design and Delivery. It will move forward to HPG for approval. Trauma Informed Care is being reviewed to be presented in the future. JEDI Principles Taskforce is pending as they are waiting for information of the facilitator.	
d. Medical Standards and Evaluation (MSEC)	Discussed what the workplan should look like for the rest of the year. This included Service Standards and Dental Services and are waiting for the financial analysis before proceeding.	
e. Priority Settings and Resource Allocation Committee (PSRAC)	In-person meetings were discussed, and they also talked about the annual data review that will begin in March. They also discussed the Needs Assessment and the distribution of that survey.	
f. Steering	At their last meeting, they discussed vice-chair elections which still have an open nomination that will serve for two years. After that, they must be a consumer of services. They will be looking at the bylaws this month.	
g. HPG	The agenda for this month is full with four action items, a presentation from Lori Jones from the National Harm Reduction Conference, and a backlog of approval of committee meetings as they were tabled numerous times.	
h. MPOX Taskforce	MPOX is no longer an emergency. The last time the taskforce met was on January 19, 2023 and we will be moving to a quarterly meeting to continue to address any future issues. Next meeting will be in April 2023.	
i. Housings Operations for Persons with AIDS (HOPWA)	The last meeting was canceled due to a lack of quorum—no other updates.	

Agenda Item	Action	Follow-up
12. Announcements	<p>Christie's Place is partnering with Gilead to provide a presentation for National Black HIV Awareness Day at Café Coyote. For more information, contact Christie's Place at https://christiesplace.org/</p> <p>The next HPG orientation will be in May instead of the regular schedule of March due to HPG Support Staff needing to be more staffed. The new lead staff person has been hired and will start on February 24, 2023. Her name is Carlie Catolico.</p>	
13. Confirm next meeting date Wednesday, January 18, 2023 via Zoom	Next Meeting: Wednesday, March 15, 2023 via Zoom and In-Person	
14. Adjournment	Meeting was adjourned at 4:56 PM	

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.

HIV PLANNING GROUP
12-MONTH COMMITTEE TRACKING
Mar 2022 - Feb 2023

Community Engagement Group	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	#
Total Meetings	1	1	0	1	0	0	1	1	0	1	1	1	8
Member													
Acevedo, Allan ^{UC}	*	*	NM	*	NM	NM	*	*	NM	*	*	*	0
De Jesus, Alfredo ^U	1	*	NM	*	NM	NM	1	1	NM	*	*	*	3
Donovan, Michael	*	*	NM	*	NM	NM	*	*	NM	*	*	*	0
Lochner, Mikie ^U	*	*	NM	*	NM	NM	*	*	NM	*	*	1	1

To vote, a member may not miss 4 consecutive meetings or 6 total meetings in a 12 month period.

U = Unaffiliated Consumer

= number of absences

C = Chair