



County of San Diego

NICK MACCHIONE, FACHE
AGENCY DIRECTOR

HEALTH AND HUMAN SERVICES AGENCY
PUBLIC HEALTH SERVICES
3851 ROSECRANS STREET, MAIL STOP P-578
SAN DIEGO, CA 92110-3134
(619) 531-5800 • FAX (619) 542-4186

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

SAN DIEGO HIV PLANNING GROUP (HPG) STEERING COMMITTEE Tuesday, May 16, 2023, 11:00 am – 1:00 pm

County Operations Center (COC)
5570 Overland Ave. San Diego, CA 92123 (Room 1047, Medical Examiner's Office)

To participate remotely via WebEx (click the following link):

<https://sdcountyca.webex.com/sdcountyca/j.php?MTID=m76dc5409280b588ea7b4626fa30eda7d>

Meeting Number/Access Code: 133 805 7740

Password: Steer.20

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.

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

A quorum for this committee is four (4)

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

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

AGENDA

1. Call to order, roll call, comments from the chair and a moment of silence
2. Public comment (for members of the public)
3. Sharing our concerns (for committee members)
4. **ACTION:** Approve the Steering Committee agenda for May 16, 2023
5. **ACTION:** Approve the HIV Planning Group agenda for May 24, 2023
6. Committee Reports and Recommendations
 - a. **ACTION:** Approve the Board Letter to accept Ryan White Part A funding for FY 23
7. Process/governance issues
 - a. Review: Public comments/HPG member comments/Suggestions to the Steering Committee from previous HPG meeting(s)
 - b. Review 2023 HPG Work Plan
 - c. Discussion: Proposed agenda format

Website: Sdplanning.org
Email: HPG.HHSA@sdcounty.ca.gov

- d. Discussion: Translation services
- e. Discussion: Planning for the Needs Assessment Survey of HIV Impact and other components (Provider Survey, Regional meetings/focus groups)
- f. Discussion: Steering Committee meeting schedule
- g. Discussion: HPG By-Laws quorum recommendation
- h. Discussion: Planning for the Assessment of the Administrative Mechanism
- i. **ACTION:** Approval of the Committee Operating Guidelines
- j. Update: Getting to Zero Community Engagement Project – 3-Year HPG Action Plan
 - i. Membership recruitment plan draft
 - k. Update: Integrated Statewide Strategic Plan
- 8. Updates and budget review from the HIV, STD, and Hepatitis Branch (HSHB)
 - a. Administrative budget review – Carlie Catolico
- 9. **ACTION:** Approve committee meeting minutes from February 14, 2023, and April 18, 2023 / review follow-up items from the minutes
- 10. Review committee attendance
- 11. Future agenda items for consideration
- 12. Announcements
 - a. HPG Orientation on May 18, 2023 from 2:00 PM – 4:00 PM will be virtual instead of in person
- 13. Next meeting date: **June 20, 2023, from 11:00 AM – 1:00 PM.**
Location: **5570 Overland Ave. San Diego, CA 92123 (Room 1047, Medical Examiner's Office)**
AND via WebEx.
- 14. Adjournment