

STEERING COMMITTEE



Tuesday, May 21, 2024, 11:00 AM – 1:00 PM
Southeastern Live Well Center
5101 Market Street, San Diego, CA 92114
(Tubman Chavez Room C)

The Charge of the Steering Committee: The Steering Committee charge is to establish the agenda for meetings of the full Planning Group and to address matters of Planning Group governance.

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Meeting Location & Directions:

Steering Committee

Tuesday, May 21, 2024

11:00 AM - 1:00 PM

Southeastern Live Well Center

5101 Market Street

San Diego, CA 92114

Tubman Chavez Room C



Visitor/Employee parking available in parking structure. Main entrance can be accessed by exiting the parking structure on the 2nd floor and walking down the sidewalk to the left.

FROM I-805 SOUTH:

1. Head northwest on I-805 North.
2. Take exit 12B for Market St.
3. Turn right onto Market St.
4. The destination will be on your right.

FROM I-805 NORTH:

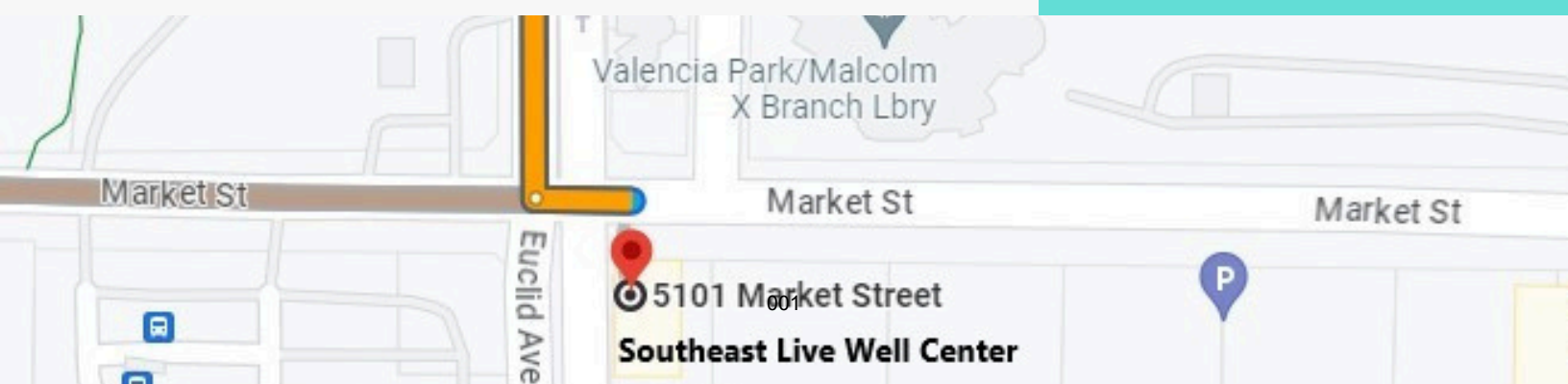
1. Head southeast on I-805 South.
2. Take exit 13A for CA-94-E/M L King Jr. Fwy.
3. Merge onto CA-94 E.
4. Take exit 4A for Euclid Ave.
5. Turn left onto Euclid Ave.
6. Use the left 2 lanes to turn left onto Market St.
7. The destination will be on your right.



PUBLIC TRANSPORTATION

MTS Trolley:
Orange Line

MTS Bus Routes:
3, 4, 5, 13, 60, 916,
917 and 955



STEERING COMMITTEE



Tuesday, May 21, 2024, 11:00 AM – 1:00 PM
Southeastern Live Well Center
5101 Market Street, San Diego, CA 92114
(Tubman Chavez Room C)

To participate remotely via Zoom:

<https://us06web.zoom.us/j/87049271222?pwd=aubVrdoZMXP2ldgXBfwNMiDph8Aa8w.1>

Call in: +1 (669) 444-9171

Meeting ID (access code): 870 4927 1222

Password: STEER

Language translation services are available upon request at least 96 hours prior to the meeting.

Please contact HPG Support Staff via e-mail at hpg.hhsa@sdcounty.ca.gov.

A quorum for this meeting is four (4)

Committee Members: Cinnamen Kubricky (Vice-Chair) | Bob Lewis | Mikie Lochner (Chair) | Shannon Ransom | Dr. Winston Tilghman | Rhea Van Brocklin

MEETING AGENDA ORDER OF BUSINESS

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 21, 2024
5. **ACTION:** Approve meeting minutes from April 16, 2024
6. **ACTION:** Approve the HIV Planning Group agenda for May 22, 2024
7. Committee reports and recommendations
8. Old Business
 - a. **Discussion:** Future Steering Committee meeting cadence
 - b. **Discussion:** Recruitment of new HPG members
9. New Business
 - a. Public comments/HPG member comments/Suggestions to the Steering Committee from previous HPG meeting(s)
 - b. **For Review:** Annual HPG Retreat Proposal
 - c. **ACTION:** Approve the new Steering Committee meeting schedule
10. Routine Business

STEERING COMMITTEE

- a. **ACTION** (*Priority Setting and Resource Allocation Committee*): Allocations for FY 24
(March 1, 2024 – February 28, 2025)

- b. **Review:** Committee attendance

11. HIV, STD, and Hepatitis Branch (HSHB) Report

12. HPG Support Staff Report

- a. Administrative budget review

13. Future agenda items for consideration

14. Announcements

15. Next meeting date: **Tuesday, June 18, 2024, 11:00 AM – 1:00 PM**

Location: **County Operations Center, 5560 Overland Ave, San Diego, CA 92123**
(Conference Room 172)

16. Adjournment

STEERING COMMITTEE



Tuesday, April 16, 2024, 11:00 AM – 1:00 PM
Southeastern Live Well Center
5101 Market Street, San Diego, CA 92114
Tubman Chavez Room A

A quorum for this meeting is four (4).

Members Present: Cinnamen Kubricky (Vice-Chair) | Bob Lewis | Mikie Lochner (Chair) | Shannon Ransom | Rhea Van Brocklin

Members Absent: Dr. Winston Tilghman

ORDER OF BUSINESS

Agenda Item	Discussion/Action	Follow-Up
1. Call to order, roll call, comments from the chair, and a moment of silence	Mikie Lochner called the meeting to order at 11:00 AM. A moment of silence was observed.	
2. Public comment (for members of the public)	A member of the public requested clarification on the Community Engagement Group (CEG) Chair. The Steering Committee Chair clarified that he is currently an acting Chair of that committee and will be making an appointment over the next several weeks.	
3. Sharing our concerns (for committee members)	A committee member expressed concern about the need to have a location navigator for those on PARS. It is important to ensure that consumers are self-sufficient, but it's hard to accomplish without proper referral resources. The Recipients' Office clarified that the HPG does not fund entities, but rather allocates funds towards categories.	
4. ACTION: Approve the Steering Committee agenda for April 16, 2024	The Chair requested that the motion include a new agenda item to discuss the meeting attendance policy for the Strategies and Standards Committee as well as the Priority Setting and Resource Allocation Committee (PSRAC). Motion: Approve the Steering Committee agenda with an additional discussion item for April 16, 2024.	

STEERING COMMITTEE

Agenda Item	Discussion/Action	Follow-Up
	Motion/Second/Count (M/S/C): Lewis / Van Brocklin / 3-0 Abstentions: Lochner Motion carries	
5. ACTION: Approve meeting minutes from March 19, 2024	Motion: Approve meeting minutes for March 19, 2024. M/S/C: Van Brocklin / Lewis / 2-0 Abstentions: Kubricky, Lochner Motion carries	
6. ACTION: Approve the HIV Planning Group agenda for April 24, 2024	Discussion: A member of the committee inquired about the need to meet if there are no allocation items. The following discussion was held: <ul style="list-style-type: none"> - If Dr. Tweeten is available to attend the HPG meeting in April, it will make it more engaging. - It doesn't make sense to require consumers to commute to a meeting that doesn't have any action items. - If the HPG gets cancelled, can training/presentations be available to the public during the time that an HPG meeting would have taken place. - Plan to have an in-depth review of the service categories and their deployment across the county. This would be beneficial and engaging for new and prospective members. - Request for hard copies of training materials. - How can we include youth in future meetings. Motion: Cancel the April 24, 2024 HPG meeting. M/S/C: Lewis / Ransom / 2-0 Abstentions: Kubricky / Lochner Motion carries	HPG Support Staff (HPG SS) will add a Board Letter to the agenda for the June HIV Planning Group (HPG) meeting. HPG SS to work with the HPG Chair to add more items to the June HPG agenda, including the following new items: 1) How to review data. 2) In-depth review of 1-2 service categories. Work with Mikie to revise the training plan.
7. Committee reports and recommendations	<u>Strategies and Standards Committee:</u> the next meeting is on Tuesday, May 7. There is a need for a new Chair. <u>Membership Committee:</u> four members were appointed/reappointed at the April	

STEERING COMMITTEE

Agenda Item	Discussion/Action	Follow-Up
	<p>Board of Supervisors meeting. Active membership is currently at 27.</p> <p><u>PSRAC</u>: there will be four meetings on budgeting: June 6, June 13, July 11, and July 18. All meetings will take place at the County Administration Center on Pacific Hwy. In May, Dr. Tweeten will present epidemiology data.</p> <p><u>Medical Standards and Evaluation Committee (MSEC)</u>: The next meeting will be held on June 11, 2024.</p> <p><u>Community Engagement Group (CEG)</u>: The HPG Chair will be appointing Veronica Nava, a newly appointed member, and a prospective member Skyler Miles to the committee. The HPG Chair will also be stepping down. It was recommended that the community be reminded of the mileage reimbursement and snacks/food at CEG and HPG meetings.</p>	
8. Old Business		
a. Annual Forms – update	HPG SS provided an update on the status of the annual form requirement as well as the ethics training. If there is consistent noncompliance, the members are subject to a fine from the Clerk of the Board.	
9. New Business		
a. Public comments/HPG member comments/Suggestions to the Steering Committee from previous HPG meeting(s)	<p><u>Public Comment</u>: A member of the public expressed concern about the changes in the monthly schedule and the number of meetings being cancelled and rescheduled.</p> <p><u>Sharing Concerns</u>:</p> <ol style="list-style-type: none"> 1. An HPG member expressed concern about the availability of support services for the increasing population of aging women living with and impacted by HIV. 	

STEERING COMMITTEE

Agenda Item	Discussion/Action	Follow-Up
	<p>2. An HPG member emphasized the need to prioritize housing when allocating funds.</p> <p><u>Suggestions:</u> None</p>	
b. Future Steering Committee meeting cadence	<p>The following recommendations were made for the PSRAC and Strategies and Standards Committee attendance policies:</p> <ul style="list-style-type: none"> - Members cannot miss more than two (2) consecutive meetings to be in good standing. - Members must attend two (2) consecutive meetings to return to good standing. - If a member misses four (4) meetings in a 12-month period, they will be subject to removal. <p>MSEC has another policy due to their meeting frequency.</p> <p>The following discussion was held:</p> <ul style="list-style-type: none"> - The policy to return to good standing seems to be complicated and punitive in nature. - Increasing complexity of what is required to participate in the HPG will make it harder to recruit and retain members. - All meetings happen during business hours, making it difficult for consumers to commit. - It may be easier to follow the Board of Supervisors policy instead of recreating a new one. <p>A member of the public expressed concern about the attendance policy and the personal responsibility of those who are on the committees.</p>	HPG SS and the Chair will work on the attendance policy language to update the Membership Guidelines.
10. Routine Business		
a. ACTION: (Priority Setting and Resource Allocation Committee): Allocations for FY 24	None	

STEERING COMMITTEE

Agenda Item	Discussion/Action	Follow-Up
b. Discussion: Getting to Zero Community Engagement Project and next steps	Tabled There are conflicting priorities, but the work can be done internally. The recommendations are operational in nature. A member of the public expressed concern about the CEG's role in consumer engagement efforts.	
c. Discussion: HPG new member recruitment	The Chair reviewed the timeline for all appointments/reappointments.	
d. Review: committee attendance	Tabled	
11. HIV, STD, and Hepatitis Branch (HSHB) Report	There are currently five (5) outstanding invoices from last year. There is no report available at this time. There are savings due to staff turnover, and the Recipients' Office will be bringing the recommendations for distributing the savings to the HPG for discussion and vote. Congress has adopted the budget, and the County of San Diego will be receiving the award soon.	
12. HPG Support Staff Report		
a. Administrative budget review	Tabled Mikie noted the hard work of HPG SS while they are short staffed.	
13. Future agenda items for consideration	None	
14. Announcements	The Clerk of the Board orientation is going to take place on April 24 at the County Administrative Center on Pacific Hwy. The HPG orientation is going to take place virtually on April 18 at 2:00 PM.	
15. Next meeting date	Date: Tuesday, May 21, 2024 Time: 11:00 AM – 1:00 PM Location: In-person and via Zoom Southeastern Live Well Center, 5101 Market Street, San Diego, CA 92114 (Tubman Chavez Room C)	
16. Adjournment	Meeting adjourned at 1:00 PM.	

SAN DIEGO HIV PLANNING GROUP (HPG) RETREAT



Wednesday, May 22, 2024, 1:00 PM – 5:00 PM

Lunch served at 12:15 PM

County Operations Center

5570 Overland Ave, San Diego, CA 92123

Medical Examiner Conference Room 1047

To participate remotely via Zoom:

<https://us06web.zoom.us/j/85368987291?pwd=KnO1bBlgoyR53sVY04E8ymyNo6OUq4.1>

Call in: +1 (669) 444-9171

Meeting ID (access code): 853 6898 7291

Password: SDHPG

Language translation services are available upon request at least 96 hours prior to the meeting.

Please contact HPG Support Staff via e-mail at hpg.hhsa@sdcounty.ca.gov.

A quorum for this meeting is fourteen (14).

HPG Members: Allan Acevedo | Marco Aguirre Mendoza | Amy Applebaum | Beth Davenport | Tyra Fleming | Felipe Garcia-Bigley | Pamela Highfill | Delores Jacobs | Cinnamon Kubricky | Robert Lewis | Michael Lochner | Moira Mar-Tang | Veronica Nava | Venice Price | Karla Quezada-Torres | Shannon Ransom | Raul Robles | Ivy Rooney | Stephen Spector | Winston Tilghman | Regina Underwood | Rhea Van Brocklin | Freddy Villafan | Jeffery Weber | Abigail West | Michael Wimpie | Adrienne Yancey

ORDER OF BUSINESS

1. Call to order, welcome, moment of silence
2. Matters from the Chair
3. Introductions
4. Public Comment (for members of the public) – concerns/questions/suggestions for future topics
5. HPG Member Open Forum – concerns/questions/suggestions for future topics
6. **ACTION:** Approval of HPG Retreat agenda for May 22, 2024
7. Routine Business:
 - a. None
8. New Business:
 - a. Introduction of facilitator(s)
 - b. Presentations/Discussion Topics
 - i. Recruitment and Retention
9. Adjournment

Next Meeting Date: Wednesday, June 26, 2024, 3:00 PM – 5:00 PM

Location: County Operations Center, 5530 Overland Ave, San Diego, CA 92123, Conference Room 124

HIV PLANNING GROUP: MEMBERSHIP SUMMARY AND TRACKING GRID

As of 5/17/24

Seat	Title	Member Name	Term Start	Term End	Term #	Total Years and Months by End of Current Term	Days Remaining Until Term End
1	General Member	Michael Wimpie II	5/22/2023	5/21/2027	3	8 yrs, 0 mos	1,099
2	General Member			1/6/2025			234
3	General Member	Tyra Fleming	4/9/2024	4/9/2028	2	4 yrs, 9 mos	1,423
4	General Member	Cinnamen Kubricky	11/2/2021	11/2/2025	1	4 yrs, 0 mos	534
5	General Member			1/26/2025			254
6	General Member			4/6/2025			324
7	General Member	Raul Robles	9/13/2020	9/13/2024	2	8 yrs, 0 mos	119
8	General Member	Allan Acevedo	4/6/2021	4/6/2025	1		324
9	General Member			9/14/2025			485
10	General Member	Marco Aguirre Mendoza	12/5/2023	12/5/2027	1	4 yrs, 0 mos	1,297
11	General Member						
12	General Member						
13	General Member						
14	General Member						
15	General Member						
16	Chairperson	Michael Lochner	6/23/2020	6/23/2024	1	4 yrs, 0 mos	37
17	Health care provider, including FQHC	Robert Lewis	10/4/2020	9/13/2024	3	8 yrs, 0 mos	119
18	Community-based organizations serving affected populations and/or AIDS service organizations	Rhea Van Brocklin	11/7/2023	11/7/2027	3	8 yrs, 0 mos	1,269
19	Social service provider, including providers of housing and homeless services	Regina Underwood	9/18/2020	9/13/2024	3	8 yrs, 0 mos	119
20	Mental health provider	Delores Jacobs	9/18/2020	9/13/2024	3	8 yrs, 0 mos	119
21	Substance abuse treatment provider	Pamela Highfill	2/8/2022	2/8/2026	1	4 yrs, 0 mos	632
22	Local public health agency - HHS Director or designee	Adrienne Yancey	5/2/2023	5/2/2027	1	4 yrs, 0 mos	1,080
23	Local public health agency - PH Officer or designee	Winston Tilghman	3/14/2023	10/18/2024	3	8 yrs, 0 mos	154
24	Hospital planning agency or health care planning agency						
25	Non-elected community leader	Karla Quezada-Torres	8/17/2021	9/13/2024	3	8 yrs, 0 mos	119
26	Prevention services consumer/advocate	Lori Jones		5/2/2027	1		1,080
27	Prevention services consumer						
28	State government - State Medicaid						
29	State government - CDPH Office of AIDS Part B	Abigail West	5/23/2023	3/12/2027	3	8 yrs, 0 mos	1,029
30	Recipient of Ryan White Part C	David Grelotti	3/10/2020	3/10/2024	1	4 yrs, 0 mos	-68
31	Recipient of Ryan White Part D	Stephen Spector	4/9/2024	4/9/2028	2	8 yrs, 0 mos	1,423
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	Amy Applebaum	9/13/2020	9/13/2024	3	8 yrs, 0 mos	119
33	Board of Supervisors - District 1 representative	Veronica Nava	4/9/2024	8/30/2026	1	2 yrs, 4 mos	835
34	Board of Supervisors - District 2 representative			7/19/2024			63
35	Board of Supervisors - District 3 representative	Beth Davenport	2/9/2021	2/9/2025	1	4 yrs, 0 mos	268
36	Board of Supervisors - District 4 representative	Shannon Ransom	9/13/2020	9/13/2024	3	8 yrs, 0 mos	119
37	Board of Supervisors - District 5 representative						

Pending appointment

Pending re-appointment

HIV PLANNING GROUP: MEMBERSHIP SUMMARY AND TRACKING GRID

As of 5/17/24

Seat	Title	Member Name	Term Start	Term End	Term #	Total Years and Months by End of Current Term	Days Remaining Until Term End
38	Recipient of other federal HIV programs - prevention provider	Felipe Garcia-Bigley	10/11/2022	10/11/2026	1	4 yrs, 0 mos	877
39	Recipient of other federal HIV programs - Part F, AIDS Education and Training Center and/or RW dental provider	Moirra Mar-Tang	9/13/2020	9/13/2024	3	8 yrs, 0 mos	119
40	Recipient of other federal HIV programs - Housing Opportunities for Persons with AIDS (HOPWA)/Housing and Urban Development (HUD)	Freddy Villafan	1/11/2022	1/11/2026	1	4 yrs, 0 mos	604
41	Recipient of other federal HIV programs - Veterans Administration	Jeffery Weber	12/13/2022	12/13/2026	1	4 yrs, 0 mos	940
42	HIV testing representative						
43	Prevention intervention representative	Ivy Rooney	4/9/2024	1/26/2025	1	0 yrs, 9 mos	254
44	Affected community, including people with HIV/AIDS, member of a federally recognized Indian tribe as represented in the populaton, individual co-infected with HepB/C, and historically underserved group and/or subpopulation	Venice Price	8/17/2021	8/17/2025	2	8 yrs, 0 mos	457

TOTAL ACTIVE MEMBERS: 27

Seats Terming in 2024: 10

Total Vacant Seats as of April, 2024:* 15

*Excludes seats pending appointment/reappointment

Agenda:

- Review HPG and its Mission (5 min)
- Summarize current challenges (15 min)
 - o Identify today's priorities
- Review the Appreciative Inquiry Framework (10 min)
- Phase I: Inquire (45 min)
- Phase II: Innovate (60 min)
- Break (10 min)
- Phase III: Implement (45 min)

HIV Planning Group:

Centering the principles of **justice, equity, diversity, and inclusion**, the San Diego HIV Planning Group (HPG) is a uniquely **empowered advisory and planning body**. Comprised of volunteer community members, people impacted by, living with or vulnerable to HIV/AIDS, and other subject matter experts, the San Diego HPG allocates annual federal funds to ensure that people with or vulnerable to HIV/AIDS have access to the quality services they need.

HIV Planning Group Mission:

The mission of the San Diego HPG is to plan for the delivery of services throughout the continuum of care to reduce the impact of HIV.

HIV Planning Group Challenges:

- Recruitment
 - Filling terming out seats
- Retention and engagement
 - Rebuilding trust
 - Onboarding new members
 - Clarifying roles and responsibilities
 - HPG meeting effectiveness
 - Lack of engaging, inclusive, well-used, and effective meetings
 - Engaging new members through mentorship programs
 - Creating equal opportunities for all members to participate and have a voice in decision-making processes

The main priorities for the HPG retreat are:

- a. Strategies for recruitment
- b. Retention and engagement strategies

Framework: Appreciative Inquiry

Appreciative inquiry can help HIV Planning Group to create develop new and effective plans for the future. Based on the described challenges, this approach can help the HIV Planning Group to catalyze incremental culture shift in the HIV Planning Group. The goal is to create an opportunity for the HPG members to come together to celebrate HPG strengths, discuss the current challenges, and identify strategies to tackle the challenges.

What is Appreciative Inquiry?

Appreciative Inquiry is the exploration of what gives life to human systems when they function at their best. This approach to organizational change assumes that **questions and dialogue about strengths, successes, values, hopes, and dreams are themselves transformational**.

This approach is not about looking at the world with rose-colored glasses and being overly positive. **Instead, it focuses on how the future can be built on the best parts of the past, believing that we all have experienced what success looks like, even if only fleeting, and we have the capacity to create the world we want.**

This process involves engaging participants in a four-phase process described below. However, it is possible to implement one or two phase, depending on the purpose of the inquiry.

Phase I: Inquire

This phase helps develop understandings of issues— to build on the future.

Activity: Values

1. Participants get into pairs (preferably with someone they don't know and haven't worked with) and interview each other for 7–20 min.
 - **PROMPT**
 - What motivates you to be a member? What drives your why for joining HPG?
 - What do you value most about Your membership in HPG Planning Group?
 - Why do you keep coming back?
2. Once participants have interviewed each other, they join two or three other pairs (forming groups of six or eight). Each person in the circle shares her or his partner's story in *2 minutes or less*. Someone in the group should be assigned the timekeeper role to ensure everyone has the same amount of time to tell their stories. **The group is instructed to listen for themes in the stories as they are told.**
3. After all the stories have been shared, the group (of six or eight) discusses the themes they've heard and notes them on a flipchart page.
4. Once all the themes have been flip charted, each group reports out.
5. The facilitator asks the large group, "What do you see across the flipcharts (themes)?" They would then facilitate a conversation about what was surprising, what the activity and its outcomes reinforced, and any other observations.

Phase 2: Innovate

This phase focuses on existing challenges and generating concrete and innovative ideas for desired outcomes.

Implementation Guidelines:

Participants are provided with a brief overview of the current challenges HIV Planning Group is facing and what is expected in this phase. The focus of this phase will be on the following areas:

1. Recruitment

- a. Where & Who should be the target audience of Recruitment?
- b. What recruitment strategies do we need to consider for Recruitment?

2. Retention and engagement

- a. Strategies:
 - i. Effective and Inclusive meetings
 1. What is the one thing you would like to see change at meetings?
 2. Tell us about your favorite HPG meeting, including committee meetings. Where was the meeting held? What was on the agenda? Who else attended? What makes this meeting special to you?
 3. When you are looking at the agenda, what do you wish we would spend more time on? What do you wish we would spend less time on? Is there anything you wish we could stop doing?
 4. Have you ever considered inviting friends, acquaintances, or colleagues to an HPG or committee meeting? If yes, what do you think might be interesting or important for them? If no, is there anything we can add that would make the meeting worth their time?
 - ii. Clear decision-making structure/processes
 - iii. Onboarding new members
 - iv. Training and development
 1. What topics or trainings do You believe would encourage community participation?
 2. What leadership training do You feel is necessary for new members?
 3. How can we make data and key findings trainings more visual and appealing?

Activity

They are then asked to reflect individually, and then in pairs or triads, to develop three to five compelling changes (i.e., possibility statements) written in present tense that would bring the vision into reality. These may be paragraphs or individual sentences and should be action oriented and stretch the status quo. Participants are asked to write each provocative proposition on a sticky note (30 minutes).

While participants are doing this, the facilitator labels a series of flipchart pages with the themes that have emerged from the previous two phases. As participants finish writing their propositions, they place them on the flipchart pages that match the theme of their proposition.

When this is all done, participants are invited to view all the provocative propositions on the flipchart pages. The facilitator might read some or all of them as well. The facilitator might also ask participants for their reactions to and thoughts about what was generated.

Phase 3 – Implement

In this phase, participants create commitments to implementation while maintaining learning, celebrating successes, and identifying the next cycles of affirmative topics and appreciative inquiry.

It's important in this phase to ensure participants keep the vision as a driving force in their work and take responsibility for acting on their commitments. This is particularly critical as a raft of changes will likely be occurring simultaneously because of the Appreciative Inquiry process. While this phase can be accomplished in several ways, one is to invite participants to reflect on all the provocative propositions and to select one or more that would be desirable for HIV Planning Group or community (and relevant to their ongoing work). Being able to self-select the provocative propositions individuals are most interested in and passionate about is critical to this phase. They would then discuss next steps for implementation and develop action or project plans that include others they would reach out to. This could be followed with a large group debriefing where people volunteer to share what they have discussed and planned.

HIV PLANNING GROUP
12-MONTH COMMITTEE TRACKING
May 2023 - Apr 2024

STEERING	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	#
Total Meetings	1	1	1	0	1	0	1	0	1	1	1	1	9
Community Engagement Group TBD	*	1	*	NM	*	NM	1	NM	1				
Medical Standards Dr. Tilghman	*	*	*	NM	*	NM	*	NM	*	*	1		1
Membership Bob Lewis	*	*	*	NM	*	NM	*	NM	*	*	*	*	0
Priority Setting and Resource Allocation Rhea Van Brocklin											*	*	0
Strategies & Standards Shannon Ransom	*	*	*	NM	1	NM	*	NM	*	*	*	*	1
Chair- Mikie Lochner	1	*	*	NM	*	NM	*	NM	*	*	*	*	1
Vice Chair - Cinnamen Kubricky												*	0

To remain in good standing and eligible to vote, the committee member may not miss 3 consecutive meetings or 6 meetings within 12 months.

* = Present

1 = Absent for the month

1 = Absence when there are multiple meetings that month. Member needs to attend at least one (1) meeting for attendance to count for that month.

JC = Just Cause

EC = Emergency Circumstance

NM = No Meeting

NQ = No Quorum

Ryan White Utilization Report

Summary of Services for FY 24

*(March 1, 2024 - February
28, 2025)*

HIV, STD and Hepatitis Branch



Photo from the 2023 HPG Retreat



Annual HIV Planning Group Retreat 2024



WHEN

Wednesday, May 22, 2024
at 12:15 PM - 5:00 PM



WHERE

County Operations Center
5570 Overland Ave,
San Diego, CA 92123
Medical Examiner Conference
Room 1047



LUNCH FIRST

Lunch will be provided at 12:15 PM
to kick off the session



For questions, please email
the HPG Support Staff at
HPG.HHSA@sdcounty.ca.gov.

LET'S TALK ABOUT

RECRUITMENT

How to prioritize getting
new members



RETENTION

How can we make HPG
meetings more engaging,
strengthen the mentorship
program, and make sure every
voice is heard and matters

MEMBERS OF THE PUBLIC ARE WELCOME TO OBSERVE!

If you can't join in person, join us online by
clicking this Zoom link:
[https://us06web.zoom.us/j/85368987291?
pwd=KnO1bBlgoyR53sVY04E8ymyNo6OUq4.1](https://us06web.zoom.us/j/85368987291?pwd=KnO1bBlgoyR53sVY04E8ymyNo6OUq4.1)

Join the meeting via phone: (669) 444-9171

Meeting Number: 853 6898 7291

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YOUR VOICE MATTERS! 2024 COUNTY OF SAN DIEGO HIV NEEDS ASSESSMENT SURVEY

TELL US ABOUT:

- Access to HIV prevention and treatment services
- Things that work well
- Challenges and concerns
- Your well-being

TAKE THE SURVEY ONLINE!



Learning about the impact of HIV in San Diego County will help us improve HIV services and access!

CHECK OUT OUR NEW
APP FOR COUNTY'S
HIV RESOURCES

GETTING 2
ZERO
STOP HIV



hpg.hhsa@sdcounty.ca.gov

ASSEMBLY BILL (AB) 2449: JUST CAUSE AND EMERGENCY CIRCUMSTANCES (2023)

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 (for a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner) 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>"A physical or family medical emergency that prevents a member from attending the meeting in person."</p> <p>A member is not 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 meeting*.</p>

**If 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 (3) 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 ten (10) times per calendar year, a member's participation from a remote location cannot be for more than two meetings.

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 Circumstance (AB 2449)
In person participation	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 by 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 recommendations 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