

COMMUNITY ENGAGEMENT GROUP (CEG)



Wednesday, June 11, 2025, from 3:00 PM – 5:00 PM
Southeastern Live Well Center
5101 Market St, San Diego, CA 92114; Tubman Chavez Room A

NOTE: This meeting is audio and video recorded.

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

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Meeting Location & Directions:

Community Engagement Group

Wednesday, June 11, 2025

3:00 PM - 5:00 PM

Southeastern Live Well Center

5101 Market Street

San Diego, CA 92114

Tubman Chavez Room A



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:

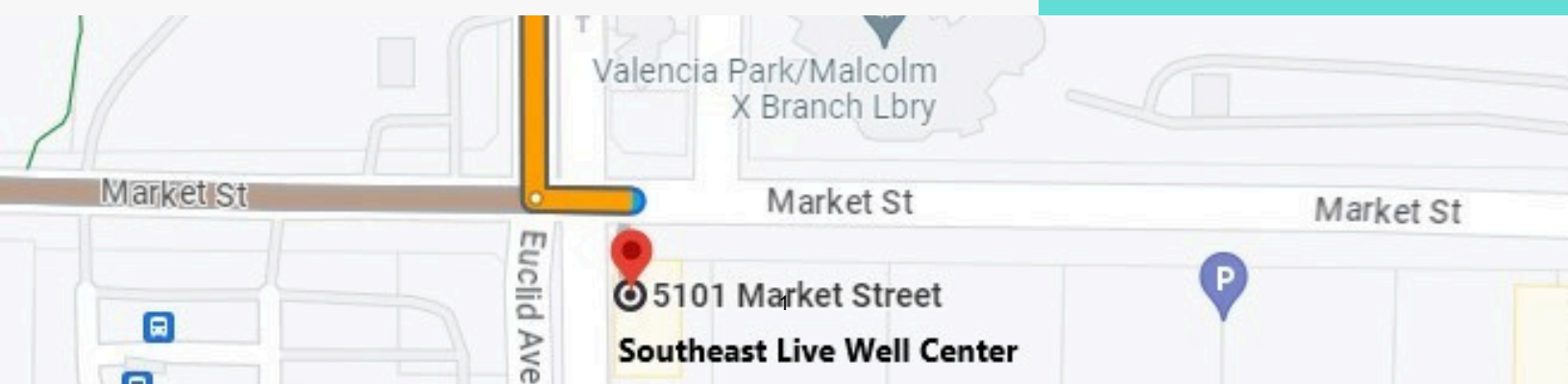
1. Head southeast on I-805 South.
2. Take exit 13A for CA-94-E/M L King Jr. Fwy.
3. Merge onto CA-94 E.
4. Take exit 4A for Euclid Ave.
5. Turn left onto Euclid Ave.
6. Use the left 2 lanes to turn left onto Market St.
7. The destination will be on your right.



PUBLIC TRANSPORTATION

MTS Trolley:
Orange Line

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





Wednesday, June 11, 2025, from 3:00 PM – 5:00 PM
Southeastern Live Well Center
5101 Market St, San Diego, CA 92114
(Tubman Chavez Room A)

To participate remotely via Zoom:

<https://us06web.zoom.us/j/89778142157?pwd=5G57jMW0b1b1V8l8KVbljbAgedPsWV.1>

Call in: US Toll +1 669 444 9171

Meeting ID: 897 7814 2157

Passcode: 106514

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 three (3)

Committee Members: Michael Donovan (Chair) | Hector Garcia | Jen Lothridge (Co-Chair) | Skyler Miles | Veronica Nava

**MEETING AGENDA
ORDER OF BUSINESS**

1. Call to order, roll call, comments from the chair, and a moment of silence
2. Review Background, Mission Statement, Goals, and Agreement of Meeting Decorum
3. Introductions and Icebreaker
4. Public comment (for members of the public)
5. Sharing our concerns (for committee members)
6. **Action:** Approve the consent CEG agenda for (which includes the June 11, 2025 agenda and the May 21, 2025 minutes)
7. Updates
 - a. Committee Updates:
 - i. Membership Committee
 - ii. Strategies and Standards Committee
 - iii. Medical Standards and Evaluation Committee
 - iv. Priority Setting and Resource Allocation Committee
 - v. Steering Committee
 - vi. HIV Planning Group
 - b. Community Updates:
 - i. CARE Partnership
 - ii. HIV Housing Committee/Housing Opportunities for Persons with AIDS (HOPWA)
8. Old Business
 - a. Committee Attendance
 - b. Review 2025 CEG workplan
9. New Business
 - a. **Presentation:** Epidemiology data, using to make decisions (Dr. Ken Riley)
 - b. **Presentation:** Understanding Expenditure Sheets and Budget worksheets (Dr. Ken Riley)

10. Announcements

11. **Next meeting date:** Wednesday, July 16, 2025, from 3:00 PM – 5:00 PM

Location: Southeastern Live Well Center; 5101 Market St, San Diego, CA 92114; Tubman Chavez Room A

12. 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 separate budget recommendations.
- Serve as a venue for providing community feedback regarding HIV Planning Group issues (e.g., task forces).



Wednesday, May 21, 2025, 3:00 PM – 5:00 PM
Seville Plaza; 5469 Kearny Villa Rd., San Diego Ca 92123; 1st
floor Room C

A quorum for this meeting is three (3).

Committee Members Present: Michael Donovan (Chair) | Hector Garcia | Jen Lothridge (Co-Chair) | Skyler Miles | Veronica Nava

MEETING MINUTES

Agenda Item	Discussion/Action	Follow-Up
1. Call to order, roll call, comments from the chair, and a moment of silence	The chair called the meeting to order at 3:01PM and noted the presence of an in-person quorum.	
2. Review Background, Mission Statement, Goals, and Agreement of Meeting Decorum	Committee members read the Mission Statement and the Community Engagement Group (CEG) Charge. Miles, Nava, and Lothridge reviewed the meeting decorum.	
3. Introductions (Name, Role with HPG/Consumer, Pronouns), Icebreaker	Members and participants introduced themselves.	
4. Public comment (for members of the public)	None.	
5. Sharing our concerns (for committee members)	A committee member noted the high attendance at CARE meetings and suggested changing the time of this meeting to make it more accessible.	
6. ACTION: Approve the consent CEG agenda for May 21, 2025 (which includes the May 21, 2025 agenda and the April 16, 2025, minutes)	<p>Motion: Approve the consent CEG agenda for May 21, 2025 (which includes the May 21, 2025 agenda and the April 16, 2025 minutes) with the revision of marking Michael Donovan as absent under the April 16, 2025 minutes.</p> <p>Motion/Second/Count (M/S/C): Lothridge/Miles/4-0</p> <p>Public comment: Abstention(s): Donovan</p> <p>Motion carries</p>	

Agenda Item	Discussion/Action	Follow-Up
Follow-Up Items from minutes:	None.	
7a. Committee Updates		
I. HIV Planning Group (HPG)	HPG met at the end of April and had a presentation from UC San Diego student organization – AIDS Awareness Alliance. The group also had a discussion on navigating the impact of federal actions	
II. Strategies and Standards Committee	Strategies and Standards Committee will meet June 3 rd to review and/or approve the Service Standards Introduction, Non-Medical Case Management, Universal, Trauma-Informed Care and Emergency Financial Assistance and Housing.	
III. Steering Committee	Steering met earlier this month and approved the Anti-Racism Statement. They also discussed incorporating open forums/town halls into HPG meetings and planning for the 2025 Truax Awards Ceremony.	
IV. Membership Committee	Membership Committee approved Hector Garcia for seat 13 and discussed the pending and expired seats. As of May there are 17 vacant seats including 9 general member seats. The Getting to Zero Community Engagement Project was also reviewed.	
V. Priority Settings and Resource Allocation Committee (PSRAC)	PSRAC did not meet in May due to lack of quorum. They will be meeting next on June 12, 2025.	
VI. Medical Standards and Evaluation Committee (MSEC)	MSEC met earlier this month and approved the Oral Health Care Service Standards. They are continuing to update the Dental Practice Guidelines and will then move on to mental health.	
7b. Community Updates		
I. CARE Partnership	CARE met earlier this month and had a presentation from the HIV Planning Group Support Staff (HPG SS) along with two members. The presentation covered general information about the HPG, how to become a member, 2025 Happyville, and the importance of priority setting and resource allocation.	

Agenda Item	Discussion/Action	Follow-Up
II. HIV Housing Committee/Housing Opportunities for Persons with AIDS (HOPWA)	Miles attended the HOPWA meeting and reported the following updates: <ul style="list-style-type: none"> • San Diego Housing Committee is experiencing budget cuts • Being Alive is almost at full capacity • No updates from Mama's Kitchen 	
8. Old Business		
a. Committee Attendance	None.	
b. Discussion: Review 2025 CEG workplan	The committee discussed and made the following edits: <ul style="list-style-type: none"> • August – joint presentation with outside organization. Or in-depth review of 4-5 service categories • October – similar exercise to Happyville but for the service standards documents. • December – holiday party 	HPG SS will update the workplan with the changes.
9. New Business		
a. Discussion: Outreach Materials and Community Events	HPG SS presented the current outreach materials and upcoming community events: <ul style="list-style-type: none"> • The Collective Coalition Sober Pride 2025 - 6/21 from 2 – 8PM • La Maestra Pride Health Fair - 6/21 from 2 – 8PM • Big Gay Picnic - 6/27 TBD • San Diego Pride Festival - 7/19 TBD • San Diego Pride Festival - 6/21 TBD The following was discussed: <ul style="list-style-type: none"> • A committee member expressed appreciation for the inclusion of harm reduction and wondered if there was a way for us to distribute Narcan at outreach events. Additionally, we could provide their resources or training formation (i.e. Alpha Project) 	HPG SSS will send outreach presentation to the group for additional edits and feedback. HPG SS will look into more ways to incorporate harm reduction and prevention in outreach activities.
i. Townhall	The committee discussed the following for a potential townhall: <ul style="list-style-type: none"> • A two-part meeting format was proposed: an open townhall followed by the official business meeting. This format aims to boost community 	HPG SS to follow up regarding logistics for hosting a townhall.

Agenda Item	Discussion/Action	Follow-Up
	<p>engagement and make meetings more accessible and informative.</p> <ul style="list-style-type: none"> • The townhall could be co-hosted with an outside organization and focus on topics like prevention, harm reduction, or others of community interest. • August was proposed as a good month to test the new meeting structure. • Alternative venues such as libraries or The Center could be possible hosting locations. • Offering food through partner organizations was suggested to attract more participants. 	
10. Announcements	<ul style="list-style-type: none"> • The Chair of the Strategies and Standards Committee encouraged folks to come to their meetings to look at the material, ask questions, and make suggestions. • POZabilities is hosting a Flamingo themed fundraiser for Memorial Day. Monday, May 26, 2025 from 1:00 - 3:30PM. • POZabilities is sponsoring the San Diego HIV consortium – a Provider-Patient forum to discuss HIV research and findings. • Yoga at the Center Fridays 11 am - 12 pm LGBT Center • The Chair also announced the passing of John Stein who was a key member in the community including his work with Being Alive, the yoga program, and the HIV consortium. 	
11. Next meeting date	<p>Next Meeting: Wednesday, June 11, 2025, from 3:00 PM – 5:00 PM Location: Southeastern Live Well Center; 5101 Market St, San Diego, CA 92114; Tubman Chavez Room A</p>	
12. Adjournment	Meeting was adjourned at 4:27PM.	

HIV PLANNING GROUP
12-MONTH COMMITTEE TRACKING
June 2024 - May 2025

Community Engagement Group	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	#
Total Meetings	1	1	0	1	1	0	1	1	1	0	1	1	9
(5) Members													
Donovan, Michael c		*	NM	*	*	NM	*	*	*	NM	1	*	1
Garcia, Hector								*	1	NM	1	*	2
Lothridge, Jen ^{cc}	*	*	NM	*	*	NM	*	*	*	NM	*	*	0
Miles, Skyler	*	*	NM	*	*	NM	*	1	1	NM	*	*	2
Nava, Veronica	*	*	NM	*	*	NM	*	*	*	NM	*	*	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

2025 Training Plan

Month	Presentation / Training
January	▪ Conflict of Interest (Dr. Ken Riley)
February	▪ Ryan White Program and in-depth review of 4-5 service categories (Maritza Herrera) ▪ County of San Diego Prevention Programs and Services (Carlie Catolico)
March	<i>No Meeting</i>
April	▪ Review of the Qualitative Needs Assessment Data
May	▪ HPG Outreach Materials and Activities
June	▪ Epidemiology data (using to make decisions) (Dr. Ken Riley) ▪ Expenditure Sheets and budget sheets (Dr. Ken Riley)
July	▪ Happyville exercise / “Another Day in Happyville” (Dr. Ken Riley)
August	▪ Townhall
September	▪ HIV and Aging (County Chief Gerontologist) <i>National HIV/AIDS and Aging Awareness Day</i>
October	▪ Service Standards Exercise
November	▪ Medicare/Medi-Cal Presentation
December	▪ Holiday Party

Topics without a set date
<ul style="list-style-type: none"> ▪ Dental Services ▪ Transportation ▪ Tailored language from providers considering age, length of status, and history ▪ Presentations on barriers to accessing care ▪ In depth review of 4-5 service categories



San Diego HIV Planning Group INVITES YOU TO THE HAPPYVILLE EXERCISE

The San Diego HIV Planning Group (HPG) is hosting a fun and interactive priority setting and budget allocation exercise where you can learn all about the key parts of the HIV care and prevention planning processes! For questions, email hpg.hhsa@sdcounty.ca.gov, or visit sdplanning.org.

**This exercise is open to the public, and
food will be provided!**

WEDNESDAY, JULY 16, 2025

3:00 PM - 5:00 PM

Southeastern Live Well Center
5101 Market St, San Diego, CA 92114
(Tubman Chavez Room A)

Join virtually at
<https://bit.ly/Happyville2025>



**El Grupo de Planificación del VIH
en San Diego**

TE INVITA A LA EJERCICIO DE HAPPYVILLE

El Grupo de Planificación del VIH de San Diego (HPG) está organizando una actividad divertida e interactiva para establecer prioridades y asignar presupuesto, donde podrás aprender todo sobre los aspectos clave del proceso de planificación.

Si tienes preguntas, envía un correo electrónico a hpg.hhsa@sdcounty.ca.gov o visita sdplanning.org

**¡Este ejercicio es para todos y habrá
comida disponible!**

MIÉRCOLES 16 DE JULIO DE 2025

15:00 - 17:00

Southeastern Live Well Center
5101 Market St, San Diego, CA 92114
(Tubman Chávez Sala A)

Únete virtualmente en
<https://bit.ly/11Happyville2025>

If the physical attendance quorum requirement is met, AB 2302 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 person. 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 <u>two (2)</u> virtual attendances due to "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 <u>not</u> 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:</p> <ol style="list-style-type: none"> Make a request to the body to allow the member to meet remotely due to an emergency circumstance; and Provide a general description of no more than 20 words of the circumstance justifying such attendance. <p>A request from a member to attend remotely requires that the legislative body take action and <u>approve</u> 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 2302 imposes the following three (3) additional requirements on legislative body members seeking to appear remotely at public meetings:

- The member:
 - Notifies the legislative body at the earliest opportunity possible, including at the start of a regular meeting, of their need to participate remotely for just cause, including a general description of the circumstances relating to their need to appear remotely at the given meeting. **OR**
 - Requests the legislative body to allow them to participate in the meeting remotely due to emergency circumstances and the legislative body takes action to approve the request. (See "requirements/limitations" for the use of emergency circumstances.)
- The member shall publicly disclose at the meeting before any action is taken, 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.
- The member shall participate through both audio and visual technology.