

COMMUNITY ENGAGEMENT GROUP



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

A quorum for this meeting is three (3).

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

Committee Members Absent: Skyler Miles

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 3:05PM and noted the presence of an in-person quorum. Comments from the Chair: The chair did not attend the statewide meeting in San Diego and therefore has no direct updates but did acknowledge that there is still no resolution on HIV-related funding.	
2. Review Background, Mission Statement, Goals, and Agreement of Meeting Decorum	Committee members read the Mission Statement and the Community Engagement Group (CEG) Charge. Donovan, Lothridge, Nava 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)	None.	
6. ACTION: Approve the consent CEG agenda (which includes the June 11, 2025 agenda and the May 21, 2025, minutes)	Motion: Approve the consent CEG agenda (which includes the June 11, 2025 agenda and the May 21, 2025 minutes) with switching old and new business. Motion/Second/Count (M/S/C): Lothridge/Nava/3-0 Public comment:	

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	<p>Abstention(s): Donovan</p> <p>Motion carries</p>	
Follow-Up Items from minutes:	None.	
7a. Committee Updates		
I. HIV Planning Group	The HPG meeting scheduled for May was canceled. The next meeting is set for June 25. There have been no new updates since the last committee meeting.	
II. Strategies and Standards Committee	The committee met earlier this month to review several standards. They decided to form an ad hoc working group to further examine universal standards, trauma-informed language. The introductory paragraph of the service standards packet and non-medical case management language were also reviewed.	
III. Steering Committee	The Committee now meets every two months. They have not met since the last committee meeting. Their next meeting will take place in July.	
IV. Membership Committee	Two reappointments (Nicole and Ivy) are scheduled for approval by the County Clerk on the 24th. Applications for Michael, Jennifer, and Hector are pending submission to the Clerk of the Board. The updated membership application is now available online, and a few new applications have been received and will be followed up on.	
V. Priority Settings and Resource Allocation Committee (PSRAC)	PSRAC's budgeting and reallocation season has begun. Tomorrow they will be reviewing the County's most recent data with the epidemiology team.	
VI. Medical Standards and Evaluation Committee (MSEC)	The committee will next meet in September to continue the revisions of dental documents and move forward to mental health.	
7b. Community Updates		
I. CARE Partnership	CARE had a presentation on the HPG and membership recruitment. They will meet again in September.	
II. HIV Housing Committee/Housing	None.	

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Opportunities for Persons with AIDS (HOPWA)		
8. Old Business		
a. Committee Attendance	None.	
b. Discussion: Review 2025 CEG workplan	<p>The 2025 CEG workplan was reviewed and the committee had the following discussion around a townhall/open forum:</p> <ul style="list-style-type: none"> • The chair plans to host an open forum focused on prevention and is tentatively set for August 20 at The Center. It will be co-sponsored by The Center’s senior services and Pozabilities. The event aims to be more engaging than traditional meetings typically governed by Robert’s Rules of Order and the Brown Act. • This will then be followed by a shortened CEG meeting, covering essentials like approval of minutes, work plan review, committee reports, limited or no new business. • Compliance and quorum concerns: The quorum for this committee is 3 people. If only 2 members attend, it avoids quorum. If a 3rd member is present, they cannot participate but may observe quietly. Clarification is still needed from the County. 	HPG SS will follow-up with clarification regarding logistics of an open forum meeting format.
9. New Business		
a. Epidemiology data, using to make decisions	Katie Emmel introduced definitions of basic epidemiological terms to help members navigate the epidemiology activity. She also explained Countywide and central data sets for members to utilize during the worksheet. Members compared modes of transmission, race/ethnicity, birth sex, and age group of persons living with HIV disease (PLWH) and recent cases. The group then discussed how data is used to make informed decisions in relation to the budgeting and resource allocation process.	

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b. Understanding Expenditure Sheets and Budget worksheets	Dasha Dahdouh reviewed the expenditure and budget spreadsheets in detail, explaining what each column represented and how they may be used to make informed decisions.	
10. Announcements	<ul style="list-style-type: none"> • Christie's Place Backpack Drive on July 3rd. Accepting donations for backpacks, notebooks, pens, etc. • Long-term survivors' contingent will be walking in the pride parade anyone is willing to participate. T shirts and water are provided along with golf cards for those unable to walk the entire trip. 	
11. Next meeting date	<p>Next Meeting: Wednesday, July 16, 2025, from 3:00 PM – 5:00 PM</p> <p>Location: Southeastern Live Well Center; 5101 Market St, San Diego, CA 92114; Tubman Chavez Room A</p>	
12. Adjournment	The meeting was adjourned at 4:50PM.	