



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, September 20, 2022 11:00 a.m.
Meeting by WebEx

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 4

Committee Members: Bob Lewis, Membership Committee / Dr. Delores Jacobs, Priority Setting and Resource Allocation Committee / Mikie Lochner, Chair / Allan Acevedo, Consumer Committee / 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.*

DRAFT AGENDA

1. Call to order
2. **Action:** Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e).
 - a. Find that the Committee has reconsidered the circumstances of the State of Emergency
 - b. Find that State and local officials continue to recommend measures to promote social distancing
3. Comments from the Chair and moment of silence
4. Public comment (for members of the public)
5. Sharing our concerns (for committee members)
6. Review/approve Steering Committee agenda for September 20, 2022
7. **Action:** Review/approve HPG meeting agenda for September 28, 2022 (included in the meeting packet)
8. Committee Reports and Recommendations:
 - a. Membership Committee:
 - i. Recommendation(s) for HPG membership
 - ii. **Action Item:** Recommend Waiver for new member
 - b. Priority Setting and Resource Allocations Committee:
 - i. Recommendation(s) for reallocation of funds in FY 22 (the current fiscal year, March 1, 2022 – February 28, 2023)
 - c. Consumer Group:
 - d. Strategies and Standards Committee:

- e. Medical Standards and Evaluation Committee:
- 9. Process/governance issues:
 - a. Review: Public comments/HPG member comments/Suggestions to the Steering Committee from previous HPG meeting(s)
 - b. Update: GTZ Community Engagement Project – 3-Year HIV Planning Group (HPG) Action Plan (Dr Jacobs – Contractor hired to oversee.)
 - c. Update: Status of proposed changes to HPG Bylaws
 - d. **Action:** COI Policy and Conflict of Interest Disclosure Form for Planning Group Member, Members Elect, and non-HPG Committee member
 - i. Training on new policy for all HPG and Committee members added to training list below
 - e. Discussion: Plan for committees to address discrimination/anti-racism (based on GTZ Action Plan and concerns related to requirement for signed Confidentiality Agreement)
 - f. Update: Preparation for in-person meetings / Retreat Planning
 - g. Update: Integrated Statewide Strategic Plan
 - h. Discussion: Consider recommending the Strategies and Standards Committee conduct an in-depth review of transportation standards to assure the everything required for the service category to function efficiently is in place
 - i. Update: Committee Review/Members terms - HPG Roster that includes when terms expire will be included in HPG meeting packets twice per year (March/Oct)
 - j. Discussion: Standardized practice for Public Comment at HPG and Committees
 - k. Discussion: Recognition for exiting HPG members
 - l. Follow-up: Assessment of the Administrative Mechanism report
 - m. Review the 2022 HPG Work Plan - Add the following presentations as future agenda items
 - i. From Aging and Independent Services; Assistance available for finding assisted living facilities
 - ii. From Community Based Organization (CBO); Service available for aging PLWH and needs of long-term survivors
 - iii. From Support Staff and Recipient's Office; Programs and resource for the Transgender community; Data available for RW planning
 - iv. From Support Staff; Training regarding new COI policy and documents
 - v. From County Counsel, prior to Priority Ranking process; General COI Training for advisory board members
 - vi. From Recipient's Office; RW Parts C, D, and F and how they interact with Parts A & B
- 10. Update and budget review from the HIV, STD, and Hepatitis Branch (HSHB) – Patrick Loose
 - a. HSHB Monthly Report – September 2022
 - b. FY 22 Expenditure/Budget review
 - c. Service Utilization Summary Report – through August 2022
 - d. Monthly Goldenrods CQM update – August 2022
 - e. HRSA, CDC and CDPH policies and procedures updates
 - f. Administrative Budget review – Rodney von Jaeger
- 11. Approve committee meeting minutes from June 14, 2022 and July 19, 2022 meetings.
- 12. Review follow-up items from the minutes
- 13. Review committee attendance
- 14. Future agenda items for consideration
 - a. Border Health (2023)
 - b. Recommend HSHB work with providers to educate Consumers about all changes to Temporary Housing assistance
- 15. Announcements
- 16. Confirm next meeting date: **October 18, 2022**, Location: **WebEx**
- 17. Adjournment