

COMMUNITY ENGAGEMENT GROUP (CEG)



Wednesday, October 15, 2025, from 3:00 PM – 5:00 PM
County Operations Center
5530 Overland Ave, San Diego, CA 92123
Room 124

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, October 15, 2025

3:00 PM - 5:00 PM

County Operations Center

5530 Overland Ave

San Diego, CA 92123

(Training Room 124)



FROM I-163 SOUTH:

1. Take I-163 North to Exit 8 for Kearny Villa Road.
2. Keep right, follow signs for Kearny Villa Road.
3. Turn right onto Chesapeake Dr.
4. County Operations Center will be on your right.

FROM I-15 SOUTH:

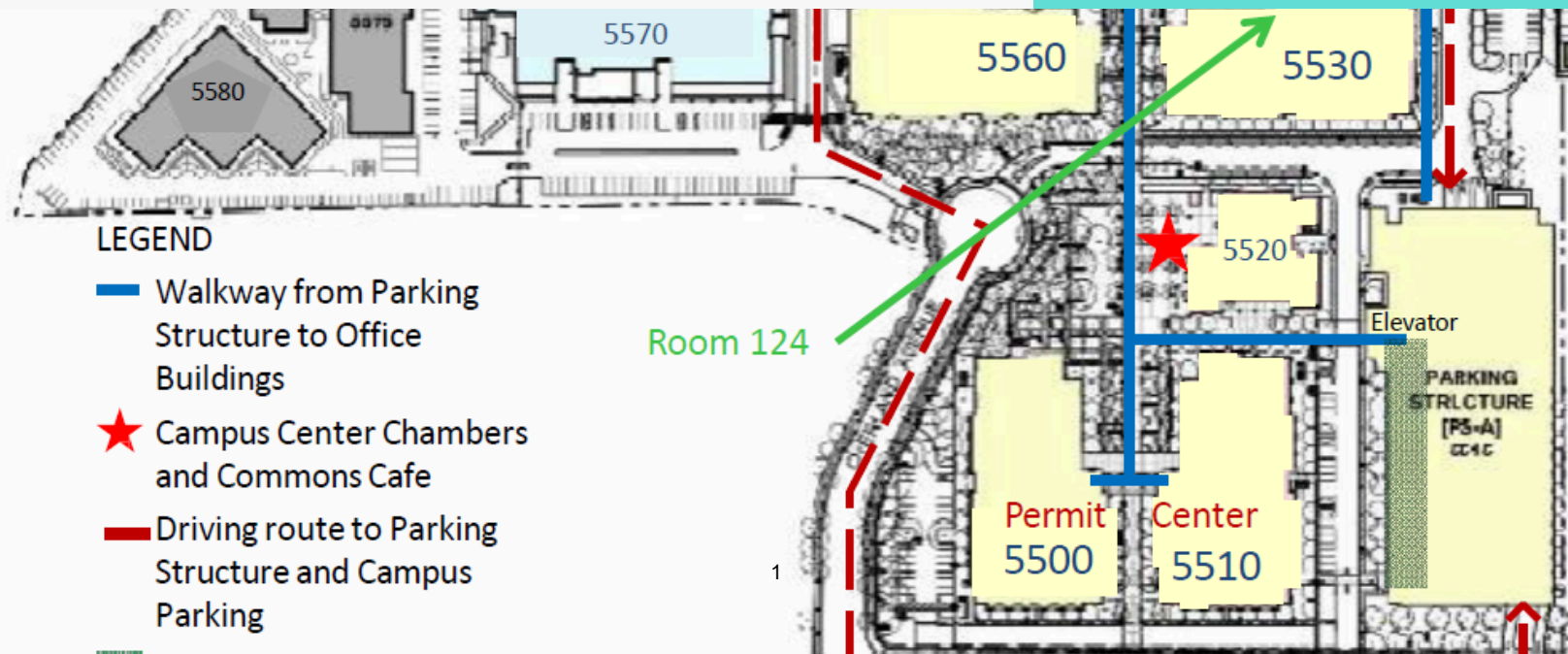
1. Take I-15 North to Exit 10 for Clairemont Mesa Blvd.
2. Turn left onto Clairemont Mesa Blvd.
3. Turn right onto Overland Ave.
4. Continue straight to stay on Overland Ave.



PUBLIC TRANSPORTATION

MTS Bus Routes:

25, 235, 928



Training Room 124



FROM TROLLEY & BUS:

1. Take the Blue Trolley Line to the Balboa Avenue Transit Center.
2. Walk to Balboa Ave & Moraga Ave bus stop (about 7-minute walk, 0.3 miles).
3. Take Route 27 bus from Balboa Ave & Moraga Ave to Complex Dr & Clairemont Mesa Blvd.
4. Head north on Complex Dr.
5. Cross the street and turn right on Clairemont Mesa Blvd (after U.S. Bank Branch on the right).
6. Cross the street and turn left onto Overland Ave. and head north.
7. Enter east through County Operations Center entrance/black gate. **Building 5530** will be on your left.

FROM BUS:

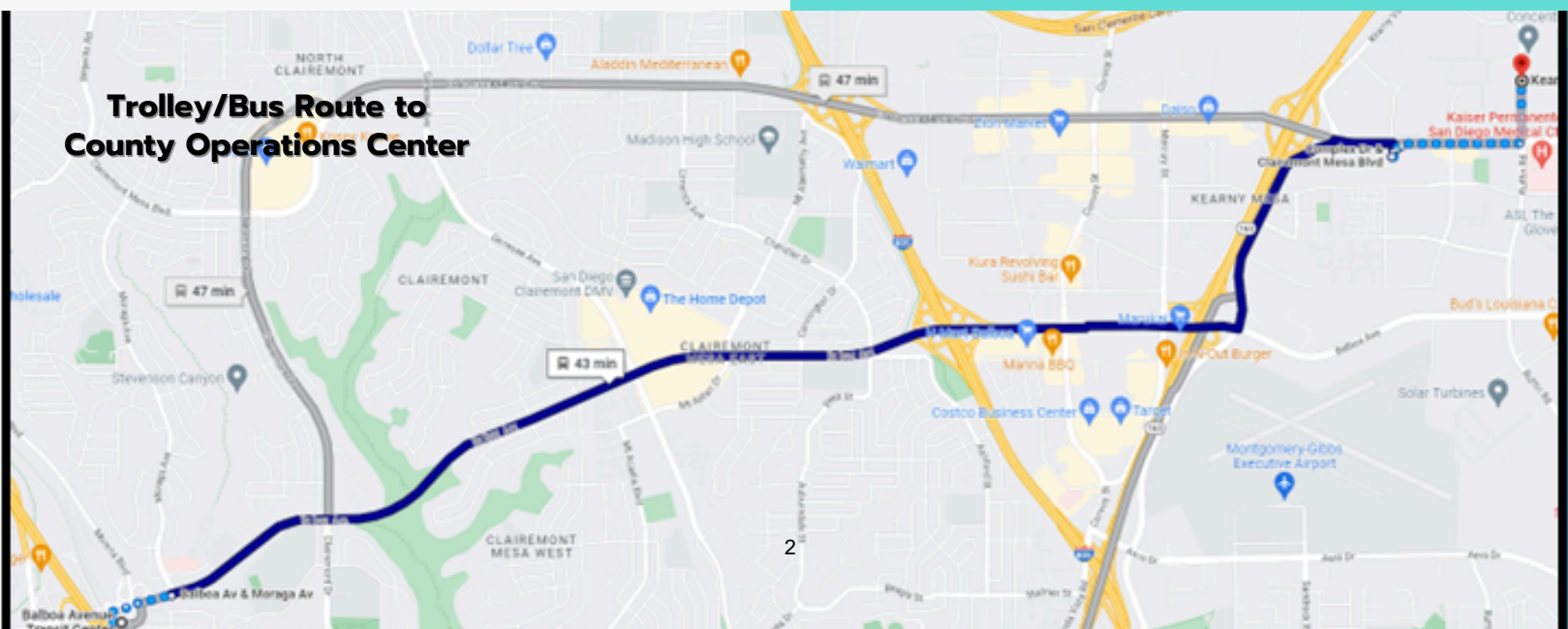
From Ruffin Road:

1. Walk north towards Ruffin Road.
2. Turn left on Hazard Way.
3. Enter through County Operations Center entrance/black gate and head further west. Access to County Operations Center buildings will be on your **left**.

From Overland Ave.:

1. Walk north on Overland Ave.
2. Enter east through County Operations Center entrance/black gate.
3. Turn left on pedestrian walkway. **Building 5530** will be on your **left**.

Trolley/Bus Route to County Operations Center





Wednesday, October 15, 2025, from 3:00 PM – 5:00 PM
County Operations Center
5530 Overland Ave, San Diego, CA 92123, Room 124

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 two (2)

Committee Members: Michael Donovan (Chair) | Jen Lothridge (Co-Chair) | 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 (which includes the October 15, 2025 agenda and the September 10, 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. New Business
 - a. **Presentation:** Partial Assistance Rent Subsidy (PARS) – Herrera, Maritza
 - b. **Action:** Approve HOPWA Appointment, Jen Lothridge for HPG Community Engagement Group Seat
 - c. **Discussion:** Ways to engage the community for 2026
9. Old Business
 - a. Committee Attendance
 - b. Review 2025 CEG workplan
10. Announcements
11. **Next meeting date:** Wednesday, November 12, 2025, from 3:00 PM – 5:00 PM

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

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, September 10, 2025, from 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) | Jen Lothridge (Co-Chair) | Veronica Nava

Committee Members Absent: Hector Garcia

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 3:03PM 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. Donovan, Lothridge, and 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)	A member of the public stated that housing is a problem, and that the PARS program waiting list should be expanded.	
5. Sharing our concerns (for committee members)	None.	
6. ACTION: Approve the consent CEG agenda (which includes the September 10, 2025 agenda and the July 16, 2025, minutes)	Motion: Approve the consent CEG agenda (which includes the September 10, 2025 agenda and the July 16, 2025, minutes) Motion/Second/Count (M/S/C): Nava/Lothridge/2-0 Abstention(s): Donovan Motion carries	
Follow-Up Items from minutes:	None.	
7a. Committee Updates		
I. HIV Planning Group (HPG)	The committee has not met since August 13 th where they approved all allocations for fiscal	

Agenda Item	Discussion/Action	Follow-Up
	year 2026. The next time they're meeting is September 24th, and there is a long list of items including reallocations, several documents that are coming from other committee meetings, and a presentation on the Assessment of the Administrative Mechanism.	
II. Strategies and Standards Committee	The committee is going to meet at the beginning of October. They meet every other month, and in August they approved the Universal Standards and changed the PARS enrollment.	
III. Steering Committee	The committee is going to review and approve the Assessment of the Administrative Mechanism before it goes to the HPG.	
IV. Membership Committee	Currently, the HPG has 25 active members. We've recently appointed 2 new members, and we have several vacancies. There are openings for general member seats, as well as a few designated seats. We've received a handful of applications in the past couple of months, and are in the process of reviewing them, conducting interviews, and inviting potential members to upcoming meetings.	
V. Priority Settings and Resource Allocation Committee (PSRAC)	The committee meeting tomorrow is cancelled. They will try to reschedule for October.	
VI. Medical Standards and Evaluation Committee (MSEC)	The committee reviewed and approved the Dental Practice Guidelines document. They will now be tackling Mental Health Service Standards for the remainder of the year.	
7b. Community Updates		
I. CARE Partnership	CARE Partnership will be meeting this month. They will have a presentation on Sharia's Closet and the IVY study.	
II. HIV Housing Committee/Housing Opportunities for Persons with AIDS (HOPWA)	The member who provided HOPWA updates has stepped down from the committee. The chair and support staff are determining next steps to provide updates during this meeting.	
8. New Business		

Agenda Item	Discussion/Action	Follow-Up
a. Presentation: Aging and Independence Services	<p>Matthew Parcasio presented on Aging & Independence Services (AIS) and the following topics were covered:</p> <ul style="list-style-type: none"> - Older Adult Population Projections (60+ Years) - AIS Call Center - Adult Protective Services - Long-Term Care Support - Public Guardian & Public Administrator - Case Management - In-Home Supportive Services - Caregiver Support - Living Safely - Nutrition Programs <ul style="list-style-type: none"> o Congregate Meal Sites o CalFresh Expansion Program - Health & Fitness - Outreach & Education - Aging Roadmap - AIS Newsletter 	
9. Old Business		
a. Committee Attendance	None.	
b. Discussion: Review 2025 CEG workplan	<p>The committee reviewed the 2025 CEG workplan and the following was discussed:</p> <ul style="list-style-type: none"> - A community member suggested holding a meeting at the downtown library. 	
10. Announcements	<ul style="list-style-type: none"> - San Diego LGBT Center will be hosting Thanksgiving dinner. Stay tuned for more information. - Truax Award call for nominations are due October 5th. - Malcom X Library Gift Day Fundraiser on September 20th. 	
11. Next meeting date	<p>Next Meeting: Wednesday, October 15, 2025, from 3:00 PM – 5:00 PM Location: County Operations Center, 5530 Overland Ave, San Diego, CA 92123, Room 124</p>	
12. Adjournment	Meeting was adjourned at 4:26PM.	

HIV PLANNING GROUP
12-MONTH COMMITTEE TRACKING
Oct 2024 - Sep 2025

Community Engagement Group	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	#
Total Meetings	1	0	1	1	1	0	1	1	1	1	0	1	9
(4) Members													
Donovan, Michael c	*	1	*	*	*	NM	1	*	*	*	NM	*	1
Garcia, Hector				*	1	NM	1	*	*	*	NM	1	3
Lothridge, Jen ^{cc}	*	NM	*	*	*	NM	*	*	*	*	NM	*	0
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	<ul style="list-style-type: none"> ▪ 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	<ul style="list-style-type: none"> ▪ Epidemiology data (using to make decisions) (Katie Emmel) ▪ Expenditure Sheets and budget sheets (Dasha Dahdouh)
July	▪ Happyville exercise / "Another Day in Happyville" (Katie Emmel)
August	<i>No Meeting</i>
September	<ul style="list-style-type: none"> ▪ HIV and Aging <li style="padding-left: 20px;">National HIV/AIDS and Aging Awareness Day
October	▪ In depth review of service categories (PARS) – Maritza Herrera
November	▪ San Diego Advancing and Innovating Medi-Cal (SDAIM)
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

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 two (2) 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 <i>not</i> 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"> 1. Make a request to the body to allow the member to meet remotely due to an emergency circumstance; and 2. 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 approve 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:

1. The member:
 - o 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**
 - o 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.)
2. 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.
3. The member shall participate through both audio and visual technology.