



County of San Diego

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HEALTH AND HUMAN SERVICES AGENCY
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WILMA J. WOOTEN, M.D., M.P.H.
PUBLIC HEALTH OFFICER

SAN DIEGO HIV PLANNING GROUP (HPG) STEERING COMMITTEE

Tuesday, October 18, 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 October 18, 2022
7. **Action:** Review/approve HPG meeting agenda for October 26, 2022 (included in the meeting packet)
8. Committee Reports and Recommendations:
 - a. Membership Committee:
 - i. Recommendation(s) for HPG membership
 - 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:
 - i. Recommended changes to Universal service standards
 - e. Medical Standards and Evaluation Committee:
 - f. Steering Committee:

- i. **Action:** Approval of Board Letter to accept additional Ending the HIV Epidemic (EHE) funds

9. Process/governance issues:

- a. Review: Public comments/HPG member comments/Suggestions to the Steering Committee from previous HPG meeting(s)
- b. Review public comment process used by the County Board of Supervisors
- c. Update: GTZ Community Engagement Project – 3-Year HIV Planning Group (HPG) Action Plan
- d. Update: Status of proposed changes to HPG Bylaws
- e. Follow-up: Conflict of Interest policy and Conflict of Interest Disclosure Form for Planning Group Member, Members Elect, and non-HPG Committee member
 - i. Training on new policy for HPG and Committee members at HPG meeting on October 26, 2022 with follow-up at committee meetings.
- f. Update: Recommendations regarding discrimination/anti-racism training/consultant as related to Implementation of JEDI Principles
- g. Update: Preparation for in-person meetings / Retreat Planning
- h. Update: Integrated Statewide Strategic Plan
- i. Discussion: Recognition for Joe Zilvinskis
- j. **Action:** Consumer Group name change to Community Engagement Group
- k. Discussion: Brief written committee reports for Steering/HPG meeting
- l. Discussion: Process for referring items from committees to the Steering Committee
- m. Review 2022 HPG Work Plan and 2023 DRAFT Work Plan
- n. Discussion: November and December meeting schedule

10. Update and budget review from the HIV, STD, and Hepatitis Branch (HSHB) – Patrick Loose

- a. HSHB Monthly Report – October 2022
- b. FY 22 Expenditure/Budget review
- c. Service Utilization Summary Report – September 2022
- d. Monthly Goldenrods CQM update – September 2022
- e. HRSA, CDC and CDPH policies and procedures updates
- f. Administrative Budget review – Rodney von Jaeger

11. **Action:** Approve committee meeting minutes from June 14, 2022, July 19, 2022, and September 20, 2022 meetings.

12. Review follow-up items from the minutes

13. Review committee attendance

14. Future agenda items for consideration

15. Announcements

16. Confirm next meeting date: **November 8, 2022** or **TBD**, Location: **WebEx**

17. Adjournment