

SAN DIEGO HIV PLANNING GROUP (HPG) STEERING COMMITTEE

Tuesday, October 19, 2021

11:00 a.m.

WebEx Meeting

DRAFT MINUTES

Quorum = 5

Committee Members present: Roger Al-Chaikh, Vice-Chair / Bob Lewis, Membership Committee / Dr. Delores Jacobs, Priority Setting and Resource Allocation Committee / Mikie Lochner, Chair / Brent Morton, Consumer Committee / Shannon Ransom, Strategies & Standards Committee / Dr. Winston Tilghman, Medical Standards and Evaluations Committee/Rhea Van Brocklin, Vice-Chair

Committee Members Absent: Brent Morton, Consumer Group

Agenda Item	Discussion/Action	Follow-Up Needed
1. Call to order	Mikie Lochner, called the meeting to order at 11:02 am and noted the presence of a quorum via WebEx video teleconference. A moment of silence was observed.	
2. Action: Authorization of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e).	All votes at the meeting were taken by roll call. For each vote committee members names were called, and each provided a verbal vote. Action: Authorization of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e). a) Find that there is a proclaimed State of Emergency b) Find that State and local officials have recommended measures to promote social distancing Action: Recognize that there is a proclaimed state of emergency and State and local officials have imposed or recommended measures to promote social distancing authorizing teleconferenced meetings pursuant to Government Code section 54953(e). Motion/Second/Count (M/S/C): Jacobs/Van Brocklin Abstentions: Lochner Motion carries	
3. Comments from the chair, moment of silence	The chair thanked the participants and welcomed the Chair of the Medical Standards and Evaluation Group, Dr. Tilghman, back to the Steering Committee as a member based on the vote by HPG	

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	09/22/21 to give that group committee status	
4. Public comment	None	
5. Sharing our Concerns	None	
6. Review/Approval of Steering Committee agenda for Tuesday, October 19, 2021	Action: Approve Steering Committee agenda for October 19, 2021 as presented. M/S/C Van Brocklin/Jacobs Abstentions: Lochner Motion carries	
7. Review/Approval of HPG Agenda for October 27, 2021	Action: Add review of letter to the Board to accept funds from the State of California for disease investigation services to the HPG Agenda for October 27, 2021 meeting and approve the agenda. M/S/C: Van Brocklin/Jacobs Abstentions: Lochner Motion carries	
8. Committee Reports and Recommendations		
a. Membership Committee	There is a recommendation for HPG Membership of Freddy Villafan for the HOPWA representative, seat 40.	
b. Priority Setting and Resource Allocations Committee (PSRAC)	<ul style="list-style-type: none"> • There are currently no recommendations for reallocation of funds in FY 21. • The committee debriefed the FY 22 priority setting and budget allocation process. • Reviewed the GTZ Community Engagement action plan and may begin with recommendation 4# regarding mental health and substance use treatment issues. 	
c. Consumer Group	The September meeting was cancelled due to lack of quorum. The October meeting will have a presentation by Dr Walker on clinical quality management.	
d. Strategies and Standards	<ul style="list-style-type: none"> • At the October meeting there was a presentation from Dr. Gaines on American Indians and HIV, which included mapping out service locations. • Working on the GTZ Community Engagement Action plan with a focus on recommendation #1, representation and diversity. • Discussed training and work force development opportunities, for 	

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	example those available from UCSD's AETC website; they are considering the de-escalation training and/or trauma informed training	
e. Medical Standards and Evaluation	September meeting was cancelled. The next meeting is scheduled for Nov. 16, 2021, 4:00 p.m.; they will review the tool United Healthcare will be using for the chart review.	
9. Process and Governance Issues:		
a. Review: Public comment/HPG member comments/Suggestions to the Steering Committee from previous HPG meeting(s)	Rodney von Jaeger reviewed the comments from the last HPG meeting. There was a question regarding the absence of a therapist at a specific provider site.	The Recipient will follow up with information regarding mental health services at the provider site.
b. Update: GTZ Community Engagement Project – 3-Year HIV Planning Group (HPG) Action Plan	Rhea Van Brocklin noted that committee chairs have been highlighting work on the action plan that is being done at each committee. <ul style="list-style-type: none"> Strategies and Standards Committee will address recommendation #1, medical Mistrust and Representation Priority Setting and Resource Allocation Committee will focus on recommendation #4, mental health and substance use services. Membership Committee has not reviewed it yet but plans to at its next meeting. 	Add GTZ Community Program Action Plan to Membership Committee agenda.
c. Discuss and Action: AB 361 and consider required Action to be forwarded to HPG	The committee discussed Dr. Wooten's recommendation to continue to meet virtually at present. Meeting space at the Rosecrans facility is no longer available and Support Staff are seeking alternate meeting sites The committee would like to know what is happening in other health jurisdictions, recognizing that the COVID-19 situation in other areas may be different from San Diego County.	Staff will research potential in-person meeting options and research what other health jurisdictions are doing.
d. Update and Discussion: Truax Award	Scheduled for Wednesday, December 1, 2021. Flyers and nomination forms have been forwarded to the community.	
e. Discussion: Public interaction prior to last HPG meeting and guidance to support staff	Mikie Lochner reviewed the HPG procedure for notifying staff of any recommended corrections to HPG minutes or other documents, which is to contact staff by email or phone outside of meeting time. If	

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	any following up is required, members can contact him directly.	
f. HPG meeting schedule for Nov and Dec	Committee decided to keep Nov. and Dec. HPG meetings as scheduled on the calendar and authorized the HPG chair to cancel if no action is required.	
g. Discussion: Process for developing HPG work plan for next year	The committee began developing a process for developing an HPG work plan and directed staff to gather information.	Staff will review the feasibility of taking on this task.
h. Update: Revision of Bylaws and Committee Guidelines	Rodney von Jaeger reported that the requested technical assistance (TA) from HRSA has been submitted. Once this is available, the ad hoc committee will be convened.	
i. Review of committee assignments	Rodney von Jaeger reviewed the HPG member committee assignments. Dr. Hernandez has requested to be excused from committee assignment until March 2022.	Refer Dr. Hernandez's request to Membership committee
10. Update and Budget Review from the HIV, STD, and Hepatitis Branch (HSHB) – Patrick Loose		
a. HSHB Monthly Report – October 2021	Patrick Loose highlighted parts of the HSHB report, which was included in the meeting material packet.	
b. FY 21 Expenditure/Budget review	Patrick Loose reviewed the reports through August 31, 2021, which were included in the meeting material packet and highlighted some points. With 50% of the fiscal year expended, 46% of Part A funding expending, which is a 4% variance, equal to approx. \$450,000 savings, compared to in past years with \$1 – \$1.5 million savings.	
c. Service Utilization Summary Report – Through September 2021	Patrick Loose reviewed the service utilization report, which was included in the meeting materials packet, and contains data through Sept. 30, 2021, overall, 3,034 unduplicated clients served, which is comparable to last year at that time (3,009). The committee requested How much funding would it take to make mental health reach its full capacity. (Currently down about 1/3 from 2019)	The Recipient will to bring to PSRAC the amount of funding needed to allow Mental Health services to reach full capacity.
d. Monthly Goldenrods CQM Update – August 2021	No report	
e. HRSA, CDC, and CDPH Policies and Procedures Updates	The California Department of Public Health (CDPH) expanded Medi-Cal eligibility to include persons with HIV, persons 50 years or older and less than 138% of FPL, this is now available to those with undocumented status.	

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f. Administrative Budget Review	Rodney von Jaeger reviewed the report, which was included in the meeting material packet.	
11. Approval Meeting minutes from September 14, 2021 meeting	Action: Approve the September 14, 2021 meeting minutes as presented. M/S/C: Jacobs/Ransom Abstentions: Lochner Motion carries.	
12. Review committee attendance	Reviewed	
13. Future Agenda Items for Consideration		
<ul style="list-style-type: none"> a. Training on Minority AIDS Initiative (MAI) b. Plan to Update Getting to Zero (GTZ) San Diego County's Integrated Plan to HIV Care, Prevention, Testing and Surveillance c. Border Health d. Training Plan for Support Staff e. Updating Committee Guidelines f. Regional Planning/Out of the Box Thinking by the CDC – Steve Chops g. Training on the Housing Plan needed by clients in the RW Housing Program h. Follow up on HPG Retreat planning in January 2022 	Add HOPWA training to a future HPG agenda.	
14. Announcements:		
15. Confirm next meeting date and time/adjournment	Date: November 17, 2021 Time: 11:00 a.m. – 1:00 p.m. Location: WebEx	
16. Adjournment	1:04	