



County of San Diego

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SAN DIEGO HIV PLANNING GROUP (HPG) COMMUNITY ENGAGEMENT GROUP

Join Zoom Meeting

<https://zoom.us/j/95469032405?pwd=cnJuUjVrVjRhdlByS21LWkQ1bllzdz09>

Wednesday, October 19, 2022

3:00 PM – 5:00 PM

DRAFT MINUTES

Quorum = Three (3)

Members Present: Allan Acevedo (Chair) / Michael Donovan / Mikie Lochner (HPG Chair)

Members Absent: Alfredo De Jesus

Agenda Item	Action	Follow-up
1. Call to order/ Moment of Silence	Allan Acevedo called the meeting to order at 3:00 PM and noted that a quorum was established.	
2. Action: Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e)	<p>Action: Recognize that there is a continued 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).</p> <p>Motion/Second/Count (M/S/C): Lochner/ Acevedo (2/0) No public comment. Abstentions: Donovan Motion: Carries</p> <p>Point of Information: The governor has stated that the state of emergency will be ending most likely at the end of the month in February. Most likely San Diego County will follow suit immediately. The rules for virtual meeting may come to an end, however, there may be ruling regarding hybrid meetings to continue.</p>	

Agenda Item	Action	Follow-up
3. Zoom Housekeeping	Reviewed by Allan Acevedo	
4. Review		
a. Background, mission statement, goals, and ground rules	Read and reviewed. The committee requested support staff and chair to go through documents and remove “Consumer Group” on documentation and replace with “Community Engagement Group”.	
b. Introductions, icebreaker	Introductions were made. Icebreaker: Favorite Fall time activity	
c. Public Comment – For Non-HPG Member Participants	A Consumer self-identified as a utilizer of service and stated their support to continue funding for dental care.	
d. Sharing our Concerns For all Participants	None	
5. Routine Business		
a. Review/approval of meeting agenda for October 19, 2022	Motion: Approve the meeting agenda for October 19, 2022 as presented. M/S/C: Lochner/Acevedo 3/0 Abstentions: None Motion carries	
b. Review/approval of meeting minutes for September 21, 2022 (Review follow-up items)	Motion: Approve the meeting minutes for September 21, 2022 as presented. M/S/C: Lochner/Acevedo 2/0 Abstentions: None Motion carries	
6. Old Business		
a. Review: Consumer Group Working/Training Plan	The Consumer (Community Engagement) Group will meet in November and decide December meeting schedule. Based on current composition of the group, training will be put on hold and group will focus on recruiting new members.	
b. Discussion: Consumer Committee Co-Chair Vacancy	Group to focus on recruiting more members. Item will remain on the agenda for next meeting.	
7. New Business		

Agenda Item	Action	Follow-up
<p>a. Discussion: Changes to wording in Consumer Group Charge.</p>	<p>Members discussed group charge:</p> <p><u>EDUCATE:</u> Group members discussed that mentorship is a formal function of the Membership Committee and considered whether mentorship in the group charge is redundant. Membership Committee mentorship is specifically for HPG members. Mentorship for Consumer (Community Engagement) Group does not require HPG membership. Consumer (Community Engagement) Group mentorship is a more informal process. This process includes Consumer (Community Engagement) Group members interacting with new consumers when they come into the meeting and explaining how the group operates. No changes recommended at this time.</p> <p><u>INCREASE:</u> Group members discussed the importance of meeting in a variety of locations across the county. This will be an option once HPG returns to meeting in person.</p> <p>No changes to charge recommended but group would like to consider options for meetings that are more accessible for consumers, especially those outside of the central region.</p> <p><u>REPRESENT:</u> <i>“In terms of service venue”</i> – Requested to add in any existing working groups or task forces that exist (<i>keep that as an updated list</i>) such as Monkey Pox Taskforce and CARE Partnership.</p> <p><i>“Encourage maximum consumer involvement”</i> – Update work plan to rotate meeting locations May through July and facilitate the Happyville exercise in order to involve more consumers in the training activity.</p>	
<p>8. Updates</p>		

Agenda Item	Action	Follow-up
a. CARE Partnership	<p>Chair and Co-chair positions are open.</p> <p>Next meeting is scheduled for November. Future meetings will include a presentation from the San Diego Housing Commission.</p>	
b. Membership Committee	<p>Reviewed new member application and discussed the new member recruitment plan.</p> <p>The HPG brochure completed and being reviewed by County.</p> <p>The vacancy seat list will be sent to HPG members one week before the prior to each HPG meeting. The list that shows when each member's current term expires will be included in the meeting packet.</p>	
c. Strategies and Standards Committee	<p>Recommended updates to the Universal Standards</p> <p>Discussed plan to implement JEDI Principles. Also discussed the training for JEDI Principles and the logistics of implementing training for HPG members.</p> <p>Considered but did not take action on changes to Transportation in Universal Standards to assess clients on transportation support needs.</p>	
d. Medical Standards and Evaluation Committee (MSEC)	<p>Recommended changes to Universal Standards and referred to Strategies Committee.</p> <p>Reviewed Medical Chart Review sheet and recommended modifications.</p>	
e. Priority Settings and Resource Allocation Committee (PSRAC)	<p>Several recommendations for reallocations were approved.</p> <p>GTZ Community Action Plan: Committee will wait until March 2023 when new service categories Housing Case Management and Housing Location, Placement and Advocacy Services are in place to consider service directives for PARS.</p>	
f. Steering	<p>The agenda was approved for next week's HPG meeting.</p>	

Agenda Item	Action	Follow-up
	<p>The committee agreed to start standardizing how meetings operate and ensure that certain rules are followed such as minutes and agendas.</p> <p>Adopted County Board of Supervisors rules related to public decorum and public comment; Slide will be presented at next HPG meeting – reminding the public that we welcome everyone and respect each other, however, personal attacks or disrespect are not acceptable.</p> <p>Cancelled November 2022 Steering and HPG meetings.</p>	
g. HPG	Next HPG meeting is Wednesday, 10/26 at 3:00 PM (virtual).	
9. Announcements	<p>Reminder that open enrollment is happening for Medicare Part B.</p> <p>Reminder: HPG Orientation will take place tomorrow, 10/20 from 2:00 PM – 4:00 PM. Registration required.</p>	
10. Confirm next meeting date Wednesday, November 9, 2022 via Zoom	Next Meeting: Wednesday, November 9, 2022 via Zoom	Follow-Up: Add action to move of December meeting to 12/7 from 3:00 PM – 5:00 PM to the November agenda.
11. Adjournment	Meeting was adjourned at 4:34 PM	