

STEERING COMMITTEE



Tuesday, November 19, 2024, 11:00 AM – 1:00 PM
County Operations Center
5560 Overland Ave, San Diego, CA 92123
(Conference Room 172)

A quorum for this meeting is four (4).

Members Present: Michael Donovan | Felipe Garcia-Bigley | Cinnamen Kubricky (Vice-Chair) | Rhea Van Brocklin

Members Absent: David Grelotti | Mikie Lochner (Chair) | Michael Wimpie

ORDER OF BUSINESS

Agenda Item	Discussion/Action	Follow-Up
1. Call to order, roll call, comments from the chair, and a moment of silence	Cinnamen Kubricky called the meeting to order at 11:04 AM. Introductions were done, and a moment of silence was observed. The Vice-Chair shared the following comments: <ul style="list-style-type: none">- Being mindful of those who are experiencing health issues.- Be mindful of people who are fearful of being deported and are battling with fear. This should encourage us to continue to find partnerships and collaborations to keep our community safe, while checking in on the clients.	
2. Public comment (for members of the public)	None	
3. Sharing our concerns (for committee members)	The following comments were made: <ul style="list-style-type: none">- A request to add a training on asylum seeking individuals and bring people who can help with a legal perspective.- A concern about a gap in resources for young people who are being newly diagnosed with HIV. When looking at Ryan White services, young adults need to be considered.	
4. ACTION: Approve the Steering Committee agenda for November 19, 2024	Motion: Approve the Steering Committee agenda for November 19, 2024 Motion/Second/Count (M/S/C): Donovan/Garcia-Bigley/3-0 Discussion: none	

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	Abstentions: Kubricky Motion carries	
5. ACTION: Approve meeting minutes from September 17, 2024	Motion: Approve meeting minutes for September 17, 2024 M/S/C: Donovan/Van Brocklin/3-0 Discussion: none Abstentions: Kubricky Motion carries	
6. ACTION: Approve the HIV Planning Group agenda for November 21, 2024	Motion: Approve the HIV Planning Group agenda for November 21, 2024 with a requested change to section 8b. M/S/C: Van Brocklin/Donovan/3-0 Discussion: Remove the reference to the Priority Setting and Resource Allocation Committee (PSRAC) and just state "reallocations". Abstentions: Kubricky Motion carries	
7. Committee reports and recommendations	<u>Membership Committee:</u> approved Eva Matthews for seat 19. The committee discussed Martha Rodriguez's application, but there is currently no seat available for her. The committee is also working on the membership expectation document. <u>PSRAC:</u> will bring forth reallocations for the FY 24. The plan is to move the funds from the unprocured categories' funds to primary care as it is projected to be overspent.	HPG Support Staff (HPG SS) will confirm the expectations for and the definition of the General Member seat.
8. Old Business		
a. ACTION: Approve the revised Mileage Reimbursement Form	Motion tabled until the Chair is present during discussion. A committee chair stated that given the state's electric vehicle mandate, the committee needs to consider how to accommodate that.	HPG SS to add the discussion to the January agenda.
9. New Business		
a. Discussion: 2025 Retreat	The following discussion was held: <ul style="list-style-type: none"> - The Congress' ongoing discussions around HIV funding may be good discussion as it relates to potential changes we need to adapt to. Specifically, how the County is going to fill the gaps if funding is removed. - Develop a robust mentorship program and a buddy system 	

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	<p>between members who have been on the Planning Body a long time and new members.</p> <ul style="list-style-type: none"> - Continue last year's work on identifying recruitment, retention, and engagement challenges by developing strategies for each; include what has already been accomplished/addressed since then. 	
b. Discussion: Steering Committee meeting schedule	<p>The following discussion was held:</p> <ul style="list-style-type: none"> - A request was made to change the committee meeting schedule so that the newly appointed Medical Standards and Evaluation Committee (MSEC) chair can attend the meetings. The committee is open to changing the day of the week and time to accommodate Dr. Grelotti's schedule. - In 2025, third Monday of each month will fall on a holiday in most months. CARE Partnership is also on a third Monday. 	HPG SS to reach out to Dr. Grelotti for his availability and share the options with the committee for consideration.
c. Public comments/HPG member comments/Suggestions to the Steering Committee from previous HPG meeting(s)	HPG SS reviewed comments and suggestions. No discussion was held.	
10. Routine Business		
a. Review: Committee attendance	The committee reviewed attendance.	
11. HIV, STD, and Hepatitis Branch (HSHB) Report	Lauren Brookshire reviewed the expenditure report which was included in the meeting materials packet. The service utilization and PARS updates were also provided.	<p>HPG SS will follow up with the recipient's office to answer the following questions:</p> <ul style="list-style-type: none"> - On average, how long do people wait on the PARS

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		waiting list? - What is the total number of individuals waiting for HOPWA housing?
12. HPG Support Staff Report		
a. Administrative budget review	Dasha Dahdouh provided the following updates, noting that the office supplies category includes the previously approved incentives. HPG SS will also obtain clarification on receiving gifts/incentives on the next call with the Project Officer.	
13. Future agenda items for consideration	The Membership committee chair discussed the current attendance requirements and how it may not be applicable to all committees.	
14. Announcements	<ul style="list-style-type: none"> - Christie's Place was approved for funding to continue Project PEARL for HIV leadership training. Advocacy training for providers and allies may be incorporated into the curriculum. The first cohort will begin in January 2025. - POZabilities will have two benefit events. The Red Gala on December 1, 2024 and Golden Girls Drag Show that will occur on December 6, 2024, after the Truax event. - A Women's Coffee Chat will take place at the Pink Rose Café in November. More information will be shared as it becomes available. 	
15. Next meeting date	Date: Tuesday, January 21, 2024 Time: 11:00 AM – 1:00 PM Location: Seville Plaza – Live Well Support Center, 5469 Kearny Villa Rd, San Diego, CA 92123 (1 st Floor, Training Room D), in-person and via Zoom	
16. Adjournment	Meeting adjourned at 12:19 PM.	