

## COMMUNITY ENGAGEMENT GROUP (CEG)

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Wednesday, December 10, 2025, from 3:00 PM – 5:00 PM  
Mission Valley Branch Library  
2123 Fenton Pkwy, San Diego, CA 92108

**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](mailto:hpg.hhsa@sdcounty.ca.gov)

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# Meeting Location & Directions:

## Community Engagement Group (CEG)

Wednesday, December 10, 2025  
3:00 PM - 5:00 PM

**Mission Valley Library**  
2123 Fenton Parkway  
San Diego, CA 92108  
(Meeting Room)



Parking: The library parking lot has 85 spaces.

### FROM I-15 N:

1. Take Exit 7B for Friars Rd W towards Qualcomm Stadium
2. Merge onto Friars Rd
3. Use the left lane to turn left onto Fenton Pkwy
4. The destination will be on the left

### FROM I-8 E:

1. Take Exit 6A for Qualcomm Way
2. Take Qualcomm Way exit
3. Turn right onto Rio San Diego Dr
4. Turn right onto Fenton Pkwy
5. The destination will be on the left.



**PUBLIC  
TRANSPORTATION**

**MTS Trolley:**  
Green Line





Wednesday, December 10, 2025, from 3:00 PM – 5:00 PM  
Mission Valley Branch Library  
2123 Fenton Pkwy, San Diego, CA 92108

**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

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Please contact HPG Support Staff via e-mail at [hpg.hhsa@sdcounty.ca.gov](mailto:hpg.hhsa@sdcounty.ca.gov).

**A quorum for this meeting is three (3)**

**Committee Members:** Michael Donovan (Chair) | Jen Lothridge (Co-Chair) | Sergio Luna | 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 December 10, 2025 agenda and the November 12, 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. Old Business
  - a. Committee Attendance
9. New Business
  - a. Review 2026 CEG workplan
10. Announcements
  - a. Holiday Party
11. **Next meeting date:** Wednesday, January 21, 2026, from 3:00 PM – 5:00 PM  
**Location:** Southeastern Live Well Center; 5101 Market St, San Diego, CA 92114; Tubman Chavez Room C

**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, November 12, 2025, from 3:00 PM – 5:00 PM  
 Southeastern Live Well Center  
 5101 Market St, San Diego, CA 92114; Tubman Chavez Room C

A quorum for this meeting is three (3).

**Committee Members Present:** Michael Donovan (Chair) | Jen Lothridge (Co-Chair) | Sergio Luna | Veronica Nava

### MEETING MINUTES

| Agenda Item   | Discussion/Action  | Follow-Up |
|---|--|-----------|
| 1. Call to order, roll call, comments from the chair, and a moment of silence     | <p>The chair called the meeting to order at 3:04PM and noted the presence of an in-person quorum.</p> <p>The Chair noted that despite recent disruptions from the government shutdown, operations are returning to normal and no critical funding changes affecting the group have been reported.</p> <p>The Chair also acknowledged the passing of Dr. Kenneth Riley, longtime staff member and former organizer of many meetings, remembering his significant contributions and presence, including his role as “Santa Claus” at past December gatherings.</p> |           |
| 2. Review Background, Mission Statement, Goals, and Agreement of Meeting Decorum  | Committee members read the Mission Statement and the Community Engagement Group (CEG) Charge and 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)                                     | None.  |           |
| 5. Sharing our concerns (for committee members)                                   | None.  |           |
| 6. <b>ACTION:</b> Approve the consent CEG agenda (which includes the November 12, | <b>Motion:</b> Approve the consent CEG agenda (which includes the November 12, 2025 agenda and the   |           |

| Agenda Item  | Discussion/Action  | Follow-Up |
|--|--|-----------|
| 2025 agenda and the October 15, 2025 minutes)                  | October 15, 2025 minutes)<br><b>Motion/Second/Count (M/S/C):</b><br>Nava/Lothridge/3-0<br><b>Abstention(s):</b> Donovan<br><b>Motion carries</b>   |           |
| Follow-Up Items from minutes:                                  | <ul style="list-style-type: none"> <li>• HPG SS will add a presentation idea for Disaster Preparedness month in September 2026 (Complete)</li> <li>• HPG SS will forward Jen's appointment to the HPG Meeting (Complete)</li> <li>• HPG SS will bring appointing HPG consumers to provide CEG updates to Membership Committee (In Progress)</li> </ul> |           |
| 7a. Committee Updates  |  |           |
| I. HIV Planning Group (HPG)                                    | The committee will be reviewing a board letter and reallocations. The branch is trying to transfer funds to emergency food services to help support those in need due to SNAP benefits being cut for the month.  |           |
| II. Strategies and Standards Committee                         | The committee will be reviewing the PARS waiting list.   |           |
| III. Steering Committee  | The committee will be discussing the revision plan for the bylaws. They will be discussing a steering retreat along with a general retreat for HPG members.  |           |
| IV. Membership Committee                                       | The committee recommended three new appointments. Three other members are currently in review. Hopefully by February we will have 6 new members. They are also reviewing committee guidelines.   |           |
| V. Priority Settings and Resource Allocation Committee (PSRAC) | The committee will be reviewing reallocations and reviewing the 2026 workplan and ways to improve the budget season for next year.   |           |
| VI. Medical Standards and Evaluation Committee (MSEC)          | The committee recently met recently to establish a plan to review the mental health landscape and identify   |           |

| Agenda Item   | Discussion/Action  | Follow-Up |
|---|--|-----------|
|   | data and subject matter experts to inform service standard revisions. They are requesting that consumers come to the February meeting to provide feedback.   |           |
| 7b. Community Updates   |  |           |
| I. CARE Partnership   | CARE Partnership will meet next week to have presentations on Program Elder Law & Advocacy and Medi-Cal Program.   |           |
| II. HIV Housing Committee/Housing Opportunities for Persons with AIDS (HOPWA)                   | Jen will be the CEG representative for the housing group and should be appointed at the end of January.  |           |
| 8. New Business   |  |           |
| a. Presentation: Medi-Cal Transformation: California Advancing and Innovating Medi-Cal (CALAIM) | <p>Heather Summers presented on Medi-Cal Transformation: California Advancing and Innovating Medi-Cal (CALAIM) and the following was discussed:</p> <ul style="list-style-type: none"> <li>• Overview</li> <li>• Who can receive Enhanced Care Management (ECM) and Community Supports (CS)?</li> <li>• ECM seven (7) core services and examples</li> <li>• ECM eligibility <ul style="list-style-type: none"> <li>○ Nine (9) populations of focus</li> </ul> </li> <li>• CS <ul style="list-style-type: none"> <li>○ Example of services</li> </ul> </li> <li>• CS referral form</li> <li>• CALAIM Provider list</li> <li>• CALAIM community engagement events</li> </ul> <p><b>Contact information:</b><br/>sdaim.hhsa@sdcounty.ca.gov</p> |           |
| 9. Old Business   |  |           |
| a. Committee Attendance   | None.  |           |
| b. Discussion: Review 2025 CEG workplan   | Holiday party location confirmed at the Mission Valley Library location  |           |

| Agenda Item  | Discussion/Action  | Follow-Up |
|--|--|-----------|
|  | and the committee will try to come up with ideas for festive activities.   |           |
| c. Discussion: Ways to engage the community for 2026 | <p><b>January</b> – review HPG presentation<br/> <b>February/March</b> – for non-profit<br/> <b>June</b> – long term survivors’ day</p> <p><u>Other suggestions:</u></p> <ul style="list-style-type: none"> <li>- Community feedback sessions</li> <li>- Tagging along to existing events</li> </ul> |           |
| 10. Announcements                                    | <ul style="list-style-type: none"> <li>- PATC is hiring a full-time remote person to help coordinate training in Honolulu as a UCSF employee.</li> <li>- Jingle Bells Christmas party 12/7 at Red Wing Bar.</li> <li>- Red Ribbon Gala 11/30 fundraiser for POZabilities.</li> </ul>                 |           |
| 11. Next meeting date                                | <p><b>Next Meeting:</b> Wednesday, December 10, 2025, from 3:00 PM – 5:00 PM<br/> <b>Location:</b> County Operations Center; 5530 Overland Ave, San Diego, CA 92123 (Training Room 124)</p>  |           |
| 12. Adjournment                                      | Meeting was adjourned at 4:41PM.   |           |



**HIV PLANNING GROUP**  
**12-MONTH COMMITTEE TRACKING**  
**Dec 2024 - Nov 2025**

| <b>Community Engagement Group</b> | <b>Dec</b> | <b>Jan</b> | <b>Feb</b> | <b>Mar</b> | <b>Apr</b> | <b>May</b> | <b>Jun</b> | <b>Jul</b> | <b>Aug</b> | <b>Sep</b> | <b>Oct</b> | <b>Nov</b> | <b>#</b> |
|-----------------------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|----------|
| <b>Total Meetings</b>             | 1          | 1          | 1          | 0          | 1          | 1          | 1          | 1          | 0          | 1          | 1          | 1          | 10       |
| <b>(4) Members</b>                |            |            |            |            |            |            |            |            |            |            |            |            |          |
| Donovan, Michael c                | *          | *          | *          | NM         | 1          | *          | *          | *          | NM         | *          | *          | *          | 1        |
| Lothridge, Jen <sup>cc</sup>      | *          | *          | *          | NM         | *          | *          | *          | *          | NM         | *          | *          | *          | 0        |
| Nava, Veronica                    | *          | *          | *          | NM         | *          | *          | *          | *          | NM         | *          | 1          | *          | 1        |
| Luna, Sergio                      |            |            |            |            |            |            |            |            |            |            |            | *          |          |

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

## 2026 Training Plan

| Month     | Awareness Day  | Presentation / Training / Activity   |
|-----------|--|--|
| January   |  | <ul style="list-style-type: none"> <li>Review the HPG</li> </ul>                       |
| February  | <i>Black HIV/AIDS Awareness Day</i>  | <ul style="list-style-type: none"> <li></li> </ul>                                     |
| March     | <i>Women's &amp; Girls' HIV Awareness Day</i><br><i>Native HIV Awareness Day</i>   | <i>No Meeting</i><br><i>CEG Outreach Event</i>   |
| April     | <i>Youth HIV &amp; AIDS Awareness Day</i><br><i>Transgender HIV Testing Day</i>    | <ul style="list-style-type: none"> <li></li> </ul>                                     |
| May       | <i>Asian and Pacific Islander HIV/AIDS Awareness Day</i>                           | <ul style="list-style-type: none"> <li></li> </ul>                                     |
| June      | <i>HIV Long-Term Survivors Day</i><br><i>HIV Testing Day</i>                       | <ul style="list-style-type: none"> <li></li> </ul>                                     |
| July      |  | <ul style="list-style-type: none"> <li></li> </ul>                                     |
| August    | <i>Faith HIV/AIDS Awareness Day</i>  | <ul style="list-style-type: none"> <li></li> </ul>                                     |
| September | <i>HIV/AIDS and Aging Awareness Day</i><br><i>Gay Men's HIV/AIDS Awareness Day</i> | <ul style="list-style-type: none"> <li>Disaster Preparedness Month training</li> </ul> |
| October   | <i>Latinx HIV/AIDS Awareness Day</i>   | <ul style="list-style-type: none"> <li></li> </ul>                                     |
| November  |  | <ul style="list-style-type: none"> <li></li> </ul>                                     |
| December  | <i>World AIDS Day</i>  | <ul style="list-style-type: none"> <li>Holiday party</li> </ul>                        |

| Topics without a set date  |
|--|
| <ul style="list-style-type: none"> <li>MTS presentation</li> <li>Happville prep: Epidemiology data (using to make decisions) &amp; Expenditure Sheets and budget sheets</li> <li>Happyville exercise / "Another Day in Happyville"</li> <li>In depth review of 4-5 service categories</li> <li>Service Standards exercise</li> </ul> |

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  |
|----------------------------------|--|---|
| <b>"Just Cause"</b>              | <ul style="list-style-type: none"> <li>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.</li> <li>A contagious illness prevents the member from attending the meeting in person.</li> <li>There is a need related to a defined physical or mental disability that is not otherwise accommodated for.</li> <li>Traveling while on official business of the legislative body or another state or local agency.</li> </ul> | A member is limited to <b>two (2)</b> virtual attendances due to "just cause" per calendar year.  |
| <b>"Emergency Circumstances"</b> | <p><b><i>"A physical or family medical emergency that prevents a member from attending the meeting in person."</i></b></p> <p>A member is <b><i>not</i></b> required to disclose any medical diagnosis or disability, or any personal medical information that is already exempt from existing law.</p>  | <p><b>A member of the legislative body must:</b></p> <ol style="list-style-type: none"> <li>1. Make a request to the body to allow the member to meet remotely due to an emergency circumstance; and</li> <li>2. Provide a general description of no more than 20 words of the circumstance justifying such attendance.</li> </ol> <p>A request from a member to attend remotely requires that the legislative body take action and <b>approve</b> the remote attendance at the start of the meeting for the member to be allowed to participate remotely for that meeting<sup>1</sup>.</p> |

<sup>1</sup>If 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.