



SAN DIEGO HIV PLANNING GROUP (HPG)
MEMBERSHIP COMMITTEE
MEETING PACKET
WEDNESDAY, April 10, 2024, 11:00 AM – 1:00 PM
 County Operations Center, 5570 Overland Ave, San Diego, CA 92123,
 Medical Examiner Conference Room 1047

The Charge of the Membership Committee: Committee: To recruit, interview, select, and coordinate training for Planning Group Members.

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Meeting Location & Directions:

Membership Committee

Wednesday, April 10, 2024

11:00 AM - 1:00 PM

County Operations Center

5570 Overland Ave.

San Diego, CA 92123

(Room 1047 - Medical Examiner's Office)



Parking is **free**. 3-hour visitor parking is available in the parking lot and parking structure. For County business exceeding 3 hours, please park in the numbered spaces in the parking structure.

FROM I-163 SOUTH:

1. Take I-163 North to Exit 8 for Kearny Villa Road.
2. Keep right, follow signs for Kearny Villa Road.
3. Turn right onto Chesapeake Dr.
4. County Operations Center will be on your right.

FROM I-15 SOUTH:

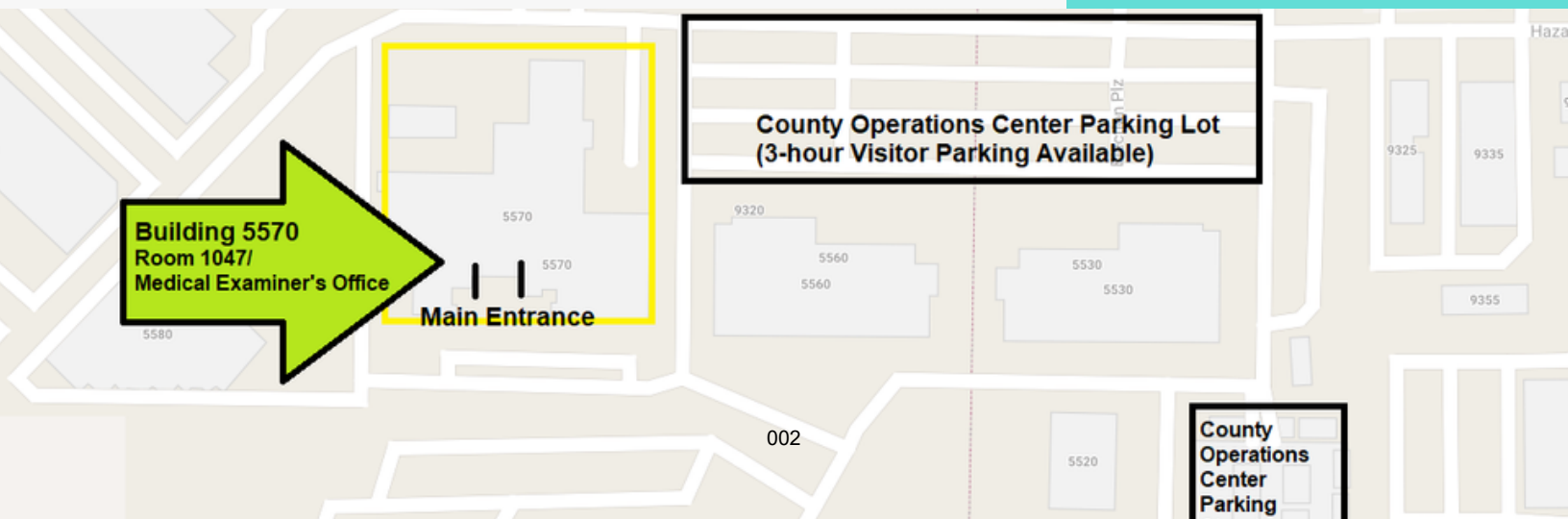
1. Take I-15 North to Exit 10 for Clairemont Mesa Blvd.
2. Turn left onto Clairemont Mesa Blvd.
3. Turn right onto Overland Ave.
4. Continue straight to stay on Overland Ave.



PUBLIC TRANSPORTATION

MTS Bus Routes:

25, 235, 928





FROM TROLLEY & BUS:

1. Take the Blue Trolley Line to the Balboa Avenue Transit Center.
2. Walk to Balboa Ave & Moraga Ave bus stop (about 7-minute walk, 0.3 miles).
3. Take Route 27 bus from Balboa Ave & Moraga Ave to Complex Dr & Clairemont Mesa Blvd.
4. Head north on Complex Dr.
5. Cross the street and turn right on Clairemont Mesa Blvd (after U.S. Bank Branch on the right).
6. Cross the street and turn left onto Overland Ave. and head north.
7. Building 5570/Medical Examiner's Office will be on the left side at the end of the cul-de-sac.

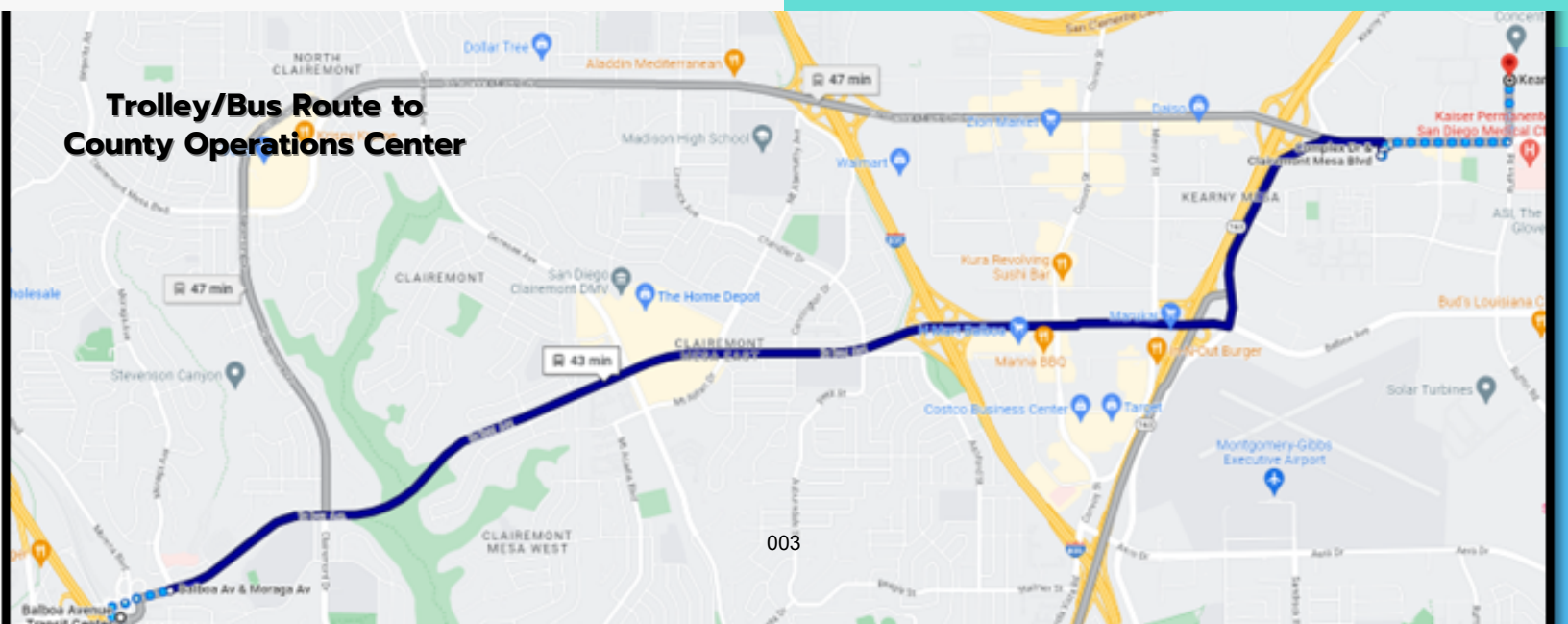
FROM BUS:

From Ruffin Road:

1. Walk north towards Ruffin Road.
2. Turn left on Hazard Way.
3. Enter through County Operations Center entrance/black gate and head further west. Access to County Operations Center buildings will be on your **left**.

From Overland Ave.:

1. Walk north on Overland Ave.
2. Building 5570/Medical Examiner's Office will be on the **left** side at the end of the cul-de-sac.



MEMBERSHIP COMMITTEE



Wednesday, April 10, 2024, 11:00 AM – 1:00 PM
County Operations Center
5570 Overland Ave, San Diego, CA 92123
(Medical Examiner Conference Room 1047)

To participate remotely via Zoom:

<https://us06web.zoom.us/j/83939793722?pwd=dJARoW31vGchmUT4t6RCnEBdo7m1Ku.1>

Call in: +1 (669) 444-9171 Meeting ID: 83939793722#

Meeting ID (access code): 839 3979 3722 **Password:** MEMBER

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.

A quorum for this meeting is Three (3)

Committee Members: Bob Lewis (Chair), Mikie Lochner, Regina Underwood, Rhea Van Brocklin

MEETING AGENDA ORDER OF BUSINESS

1. Call to order, roll call, comments from the chair, and a moment of silence
2. Public comment (for members of the public)
3. Sharing our concerns (for committee members)
4. **ACTION:** Approve the Membership Committee agenda for April 10, 2024
5. **ACTION:** Approve meeting minutes from February 14, 2024
6. New Business
 - a. **Discussion:** 2024 Membership Succession Planning
7. Old Business
 - a. Open Seats
 - b. Seats with Expiring Terms
 - c. New Committee Members
 - d. Underrepresented Groups Demographics
8. Routine Business
 - a. HIV Planning Group Attendance
 - b. Committees Attendance
 - i. **ACTION:** Review and approve Strategies and PSRAC attendance policy
9. Future agenda items for consideration

MEMBERSHIP COMMITTEE

10. Announcements

11. Next meeting date: **Wednesday, May 8, 2024, 11:00 AM - 1:00 PM**

Location: **County Operations Center, 5570 Overland Ave, San Diego, CA 92123 (Medical Examiner Conference Room 1047)**

12. Adjournment



SAN DIEGO HIV PLANNING GROUP (HPG)
MEMBERSHIP COMMITTEE
MEETING MINUTES
WEDNESDAY, FEBRUARY 14, 2024, 11:00 AM – 1:00 PM
SOUTHEASTERN LIVE WELL CENTER
5101 MARKET ST. SAN DIEGO, CA 92114 (TUBMAN CHAVEZ ROOM A)

To participate remotely via Zoom:

<https://us06web.zoom.us/j/83939793722?pwd=dJARoW31vGchmUT4t6RCnEBdo7m1Ku.1>

Join the meeting via phone: 1-669-444-9171 Meeting ID: 83939793722#

Meeting ID: 839 3979 3722

Password: MEMBER

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.

A quorum for this meeting is Three (3)

Committee Members: Bob Lewis | Regina Underwood | Rhea Van Brocklin

Committee Members Absent: Mikie Lochner

Agenda Item	Action	Follow-up
1. Call to order	Bob Lewis called the meeting to order at 11:00 AM and noted that an in-person quorum was established.	
2. Public Comment on non-agenda items (for Members of the public)	A member of the public expressed concern that most members of the committee are on the Steering Committee.	
3. Sharing our concerns (for committee members)	None	
4. Action: Review and approve the December 13, 2023 agenda	Action: Approve the February 14, 2024 meeting agenda as presented. Public comment: A Member of the public recommended moving the action items down on the agenda after old business. Motion/Second/Count (M/S/C): Van Brocklin/Underwood 2/0 Abstentions: Lewis Motion carries	
5. Action: Interview and approve Lori Jones for new HPG membership	Action: Interview and approve Lori Jones for New HPG Membership (in person) M/S/C: Van Brocklin/Underwood 2/0 Abstentions: Lewis Motion: carries	Forward the recommendation to the HPG for approval at the

Agenda Item	Action	Follow-up
		<p>meeting on February 28, 2024.</p> <p>HPG SS will follow up with the recipients' office on Lori Jones's involvement with Christie's Place, which could be a potential conflict of interest regarding voting.</p>
<p>6. Action: Interview and approve David Grelotti for HPG membership reappointment</p>	<p>Action: Interview and approve David Grelotti for HPG membership reappointment M/S/C: Van Brocklin/Underwood 2/0 Abstentions: Lewis Motion carries</p>	<p>Forward the recommendation to the HPG for approval at the meeting on February 28, 2024.</p>
<p>7. Action: Review and approve the December 13, 2023 meeting minutes</p>	<p>Action: Approve the December 13, 2023 meeting minutes as presented. M/S/C: Underwood/Van Brocklin 2/0 Abstentions: Lewis Motion carries</p>	
<p>8. Action: Review follow-up items</p>	<p>Mikie Lochner will continue to follow up with Districts 1 and 2 for new membership updates.</p>	
<p>9. Old Business</p>		
<p>a. ACTION ITEM: Finalize and approve Membership Committee Operating Guidelines</p>	<p>Action: Finalize and approve Membership Committee Operating Guidelines with the recommended changes M/S/C: Van Brocklin/Underwood 2/0 Abstentions: Lewis Motion carries</p> <p>A member of the public requested clarification on the interview process and the next steps if there is a decision not to recommend an applicant.</p> <p>The committee recommended the following changes:</p> <ul style="list-style-type: none"> - Add to the interview section that there is an opportunity to appeal the decision. - Changes to the Medical Standards and Evaluation Committee (MSEC) attendance policy will be updated after it is finalized at the February MSEC meeting. 	

Agenda Item	Action	Follow-up
b. ACTION: Finalize and approve the Second Term HPG Membership Application	<p>Action: Finalize and approve the Second Term HPG Membership Application with the recommended changes.</p> <ul style="list-style-type: none"> • Add Trans-female and trans-male as gender options <p>M/S/C: Van Brocklin/Underwood 2/0 Abstentions: Lewis Motion carries</p>	HPG Support Staff to make changes
c. Discussion and review of Mentor and Mentee Guidelines	<p>The committee discussed and recommended the following changes:</p> <ul style="list-style-type: none"> - Allow mentees to choose from the available mentors and their backgrounds/areas of expertise. - Add timelines, possibly 6 months, for the mentorship with a possibility to extend. - Consider creating group mentorship opportunities as well as one-on-one. - A possibility of having termed members be mentors. - Consider having each member undergo a six-week Project PEARL at Christie's Place to learn about the Ryan White planning process. The series can also be self-led; thus, individual mentorship might not be necessary. - How to make it appealing for members to become involved as mentors. - This may not be a priority due to so many seats terming out. 	The committee decided to hold off on making changes until later in the year.
d. Focused Recruitment		
i. Open Seats		HPG SS will confirm with the Clerk of the Board if interviews can be conducted and if the approval process can begin for seats that still need to be selected to avoid a gap in seat appointment.
ii. Term Expired dates	It has been challenging to reach District representatives.	
iii. New Committee members	Reviewed	

Agenda Item	Action	Follow-up
iv. Underrepresented Groups (demographics)	Reviewed	
10. New Business		
a. None		
11. Routine Business		
a. Attendance		
i. HPG Attendance	HPG SS reviewed attendance. The committee recommended clarifying the Strategies and Standards Committee spreadsheet to black out the months the committee is not scheduled to meet.	
ii. Committee Attendance		
12. Suggested item for the future committee agenda	None	
13. Announcement	<ul style="list-style-type: none"> - The HPG Orientation will occur on Thursday, April 18, 2024, from 2:00 – 4:00 p.m. via Zoom. - HPG SS currently has limited HPG website management and social media engagement. - HPG SS is working on identifying members interested in having an HPG table at the Women’s Conference on March 9, 2024. - Two HPG members have completed and submitted all required forms. HPG SS has been sending weekly reminders to all; the deadline is March 25. - The ethics training is a requirement, and members are asked to log in to complete the modules even though the website states that the training is not being provided. 	HPG SS to print and provide HPG materials to Rhea for the March 9 conference.
14. Next Meeting Date	<p>When: March 13, 2024, from 11:00 AM - 1:00 PM.</p> <p>Location: County Operations Center, 5530 Overland Ave, San Diego, CA 92123, Training Room 124</p>	
15. Adjourn	The meeting adjourned at 12:55 PM.	

Seat #	HPG Vacant Seats as of 3/2024	Unexpired term:
2	General Member	1/26/2025
5	General Member	1/26/2025
6	General Member	4/6/2025
9	General Member	9/14/2025
11	General Member	
12	General Member	
13	General Member	
14	General Member	
15	General Member	
24	Hospital Planning Agency or Health Care Planning Agency	
27	Prevention Services Consumer	
28	State Government-State Medicaid	
34	Board of Supervisors Designee: District 2	
37	Board of Supervisors Designee: District 5	
42	HIV Testing Representative	6/23/2024

Seat #	Name	SEAT NAME	Term Expires:	Term 1&2
1	Michael Wimpie	General Member 1	5/21/2027	2
2	VACANT	General Member 2		Unexpired term: 1/26/2025
3	Tyra Fleming	General Member 3	3/10/2023	Pending approval BOS Agenda April 9th
4	Cinnamen Kubricky	General Member 4	11/2/2025	1
5	VACANT	General Member 5		Unexpired term: 1/26/2025
6	VACANT	General Member 6		Unexpired term: 4/6/2025
7	Raul Robles	General Member 7	9/13/2024	2
8	Allan Acevedo, JD	General Member 8	4/6/2025	1
9	VACANT	General Member 9		Unexpired term: 9/14/2025
10	Marco Aguirre M	General Member 10	12/11/2027	1
11	VACANT	General Member 11		
12	VACANT	General Member 12		
13	VACANT	General Member 13		
14	VACANT	General Member 14		
15	VACANT	General Member 15		
16	Mikie Lochner	Chairperson	6/23/2024	1
17	Robert Lewis	Healthcare Provider, including Federally Qualified Health Center (FQHC)	9/13/2024	2
18	Rhea Van Brocklin	Community-based organization serving affected populations and AIDS service organization	10/15/2023	1
19	Regina Underwood	Social Service Provider, including providers of housing and homeless services	9/13/2024	2
20	Dr. Delores Jacobs, PhD	Mental Health Provider Formerly a combined seat; now just Mental Health	9/13/2024	2
21	Pamela Highfill	Substance Abuse Treatment Provider Formerly a combined seat; now just Substance Abuse	2/8/2026	1
22	Adrienne Yancey	Local Public Health Agency: HHSA Director or Designee	5/2/2027	1
23	Dr. Winston Tilghman	Local Public Health Agency: Public Health Officer or Designee	10/18/2024	2
24	VACANT	Hospital Planning Agency or Health Care Planning Agency		
25	Karla Quedaza-Torres	Non-Elected Community Leader	9/13/2024	2
26	Lori Jones	Prevention Services Consumer/Advocate		Pending HPG approval / Unexpired term: 5/2/2027
27	VACANT	Prevention Services Consumer		
28	VACANT	State Government-State Medicaid		
29	Abigail West	State Government-CDPH Office of AIDS (OA) Part B	3/12/2027	2
30	Dr. David Grelotti	Recipient of RW Part C	3/10/2024	Pending HPG 2nd term approval
31	Dr. Stephen Spector	Recipient of RW PART D	1/14/2024	Pending approval BOS Agenda April 9th

32	Amy Applebaum	Rep of individuals who formerly were federal, state, or local prisoners who were released from custody of the penal system during the preceding 3 yrs. and had HIV/AIDS as of date of release	9/13/2024	2
33	Veronica Nava	Board of Supervisors Designee: District 1		Pending approval BOS Agenda April 9th Unexpired term: 8/30/2026
34	VACANT	Board of Supervisors Designee: District 2	7/19/2024	Unexpired term 3/18/2024
35	Dr. Beth Davenport, PhD	Board of Supervisors Designee: District 3	2/9/2025	1
36	Shannon Ransom (Hansen)	Board of Supervisors Designee: District 4	9/13/2024	2
37	VACANT	Board of Supervisors Designee: District 5		
38	Felipe Garcia-Bigley	Recipient of other Federal HIV Programs- Prevention Provider	10/11/2026	1
39	Moira Mar-Tang	Recipient of other Federal HIV Programs- Part F, AIDS Education and Training center and/or Ryan White Dental Provider	9/13/2024	2
40	Freddy Villafan	Recipient of other Federal HIV Programs- HOPWA / HUD	1/11/2026	1
41	Jeffery Weber	Recipient of other Federal HIV Programs- Veterans Administration	12/13/2026	1
42	VACANT	HIV Testing Representative		Unexpired term: 6/23/2024
43	Ivy Rooney	Prevention Intervention Representative Formerly: Risk Reduction Activities Representative		Pending COB approval/ Unexpired term: 1/26/2025
44	Venice Price	Affected community including people with HIV/AIDS, member of a federally recognized Indian tribe as represented in the population, individual co-infected with Hep B or C, and historically underserved group and/or subpopulation	8/17/2025	1

HIV PLANNING GROUP
12-MONTH ATTENDANCE TRACKING
Apr 2023- Mar 2024

HPG Member	1	1	1	1	1	1	0	1	0	1	0	1	9	
Total Meetings	26-Apr	24-May	26-Jun	26-Jul	2-Aug	27-Sep	25-Oct	29-Nov	20-Dec	24-Jan	28-Feb	27-Mar	TOTAL	
Acevedo, Allan, 8	*	*	*	*	*	1	NM	1	NM	1	NM	1	4	
Aguirre, Marco, 10											*	NM	*	0
Applebaum, Amy, 32	*	*	*	*	*	*	NM	1	NM	*	NM	1	2	
Cortes, Alberto, 34	*	*	*	1	*	*	NM	*	NM	*	NM			
Davenport, Elizabeth, 35	*	*	*	*	1	1	NM	*	NM	*	NM	*	2	
Fleming, Tyra			*	*	*	*	NM	*	NM	*	NM			
Garcia-Bigley, Felipe	*	*	*	*	*	*	NM	*	NM	*	NM	*	0	
Grelotti, David, 30	*	*	*	*	1	*	NM	*	NM	1	NM			
Highfill, Pamela, 21	*	EC	1	*	*	1	NM	1	NM	1	NM	*	4	
Jacobs, Delores, 20	*	*	*	*	*	1	NM	*	NM	1	NM	*	2	
Kubricky, Cinnamen, 4	*	1	*	*	*	*	NM	1	NM	JC	NM	*	2	
Lewis, Bob, 17	1	*	*	*	*	*	NM	*	NM	*	NM	*	1	
Lochner, Mikie, 16	*	1	*	*	*	*	NM	*	NM	*	NM	*	1	
Mar-Tang, Moira, 39	*	*	*	*	EC	*	NM	*	NM	*	NM	1	1	
Price, Venice, 44	*	*	1	1	1	*	NM	*	NM	*	NM	*	3	
Quezada-Torres, Karla, 25	1	*	*	*	*	1	NM	*	NM	1	NM	*	3	

HIV PLANNING GROUP
12-MONTH ATTENDANCE TRACKING
Apr 2023- Mar 2024

Total Meetings	26-Apr	24-May	26-Jun	26-Jul	2-Aug	27-Sep	25-Oct	29-Nov	20-Dec	24-Jan	28-Feb	27-Mar	TOTAL
Ransom, Shannon, 36	*	*	1	*	*	*	NM	*	NM	*	NM	*	1
Robles, Raul 7	1	1	*	*	*	1	NM	*	NM	*	NM	*	3
Spector, Stephen 31	*	EC	*	*	*	JC	NM	1	NM				
Tilghman, Winston, 23	*	*	*	*	*	JC	NM	*	NM	*	NM	*	0
Underwood, Regina, 19	*	*	*	*	*	*	NM	1	NM	*	NM	*	1
Van Brocklin, Rhea, 18	*	1	JC	*	*	*	NM	*	NM	*	NM	1	2
Villafan, Freddy 40	*	*	*	*	1	*	NM	1	NM	*	NM	1	3
Weber, Jeffery, 41	*	1	*	*	*	*	NM	*	NM	*	NM	*	1
West, Abigail, 29			*	*	*	1	*	NM	*	NM	*	NM	1
Wimpie, Michael, 1	*	*	*	*	*	*	NM	*	NM	*	NM	*	0
Yancey, Adrienne			EC	*	*	*	*	NM	*	NM	*	NM	0
To remain in good standing and eligible to vote, the HPG member may not miss 3 consecutive meetings or 6 meetings within 12 months.													
* = Present													
1 = Absent for the month													
1 = Absent when there are multiple meetings in a month. The member needs to attend at least one meeting for attendance to count for the specific month.													
JC = Just Cause													
EC = Emergency Circumstance													

HIV PLANNING GROUP
6-MONTH COMMITTEE TRACKING
Apr 2023 - Mar 2024

STRATEGIES	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	#
Total meetings	1	0	0	0	1	0	1	0	0	0	0	0	3
Member													
Acevedo, Allan	1	NM	NM	NM	*	NM	1	NM	NM	NM	NM	NM	2
Applebaum, Amy	1	NM	NM	NM	*	NM	*	NM	NM	NM	NM	NM	1
Davenport, Dr. Beth	1	NM	NM	NM	*	NM	*	NM	NM	NM	NM	NM	1
Franco, Lucia	*	NM	NM	NM	*	NM	1	NM	NM	NM	NM	NM	1
Mora, Joseph	*	NM	NM	NM	*	NM	1	NM	NM	NM	NM	NM	1
Mar-Tang, Moira	*	NM	NM	NM	*	NM	*	NM	NM	NM	NM	NM	0
Price, Venice	*	NM	NM	NM	1	NM	*	NM	NM	NM	NM	NM	1
Ransom, Shannon	*	NM	NM	NM	*	NM	*	NM	NM	NM	NM	NM	0
Tilghman, Dr. Winston	*	NM	NM	NM	*	NM	*	NM	NM	NM	NM	NM	0
Weber, Jeffery	*	NM	NM	NM	*	NM	1	NM	NM	NM	NM	NM	1
Wimpie, Michael	*	NM	NM	NM	*	NM	*	NM	NM	NM	NM	NM	0

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NM = No Meeting

NQ = No Quorum

HIV PLANNING GROUP
12-MONTH COMMITTEE TRACKING
Apr 2023 - Mar 2024

MEMBERSHIP	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	#
Total meetings	0	1	0	1	0	1	0	1	1	0	1	0	6
Member													
Lewis, Bob		*	NM	*	NM	*	NM	*	*	NM	*	NM	0
Lochner, Mikie	NM	*	NM	*	NM	*	NM	1	*	NM	1	NM	2
Underwood, Regina	NM	*	NM	*	NM	*	NM	*	*	NM	*	NM	0
Rhea Van Brocklin	NM	1	NM	*	NM	JC	NM	*	*	NM	*	NM	1

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**HIV PLANNING GROUP
6-MONTH COMMITTEE TRACKING
Apr 2023 -Mar 2024**

PRIORITY SETTING & RESOURCE ALLOCATION COMMITTEE															
PSRAC	Apr	May	8-Jun	20-Jun	20-Jul	27-Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	#
Total meetings	0	1	1	1	1	1	0	1	0	1	0	1	0	0	7
Member															
Jacobs, Dr. Delores ^C	NM	*	*	*	*	*	NM	*	NM	*	NM	*	NM	NQ	0
Carroll, Reginald	NM	*	*	*	*	*	NM	1	NM	*	NM	1	NM	NQ	2
Cortes, Alberto	NM	*	*	1	1	1	NM	*	NM	*	NM	*	NM	NQ	1
Davenport, Beth	NM	*	*	*	*	*	NM	1	NM	1	NM	*	NM	NQ	2
Garcia-Bigley, Felipe	NM	1	*	*	*	*	NM	*	NM	1	NM	*	NM	NQ	2
Highfill, Pam	NM	*	*	*	*	*	NM	*	NM	*	NM	*	NM	NQ	0
Kubricky, Cinnamen ^U	NM	1	*	*	*	*	NM	*	NM	1	NM	*	NM	NQ	2
Mueller, Chris	NM	*	*	*	*	*	NM	1	NM	*	NM	*	NM	NQ	1
Robles, Raul	NM	*	*	*	*	*	NM	1	NM	*	NM	*	NM	NQ	1
Quezada-Torres, Karla	NM	*	*	1	*	*	NM	*	NM	*	NM	*	NM	NQ	1
Underwood, Regina	NM	*	1	*	*	*	NM	*	NM	1	NM	*	NM	NQ	2
Van Brocklin, Rhea	NM	1	*	*	*	*	NM	1	NM	1	NM	*	NM	NQ	3
Villafan, Freddy	NM	*	*	*	*	*	NM	1	NM	1	NM	*	NM	NQ	2

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HIV PLANNING GROUP
12-MONTH COMMITTEE TRACKING
Apr 2023 - Mar 2024

STEERING

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	#
Total Meetings	1	1	1	1	0	1	0	1	0	1	1		8
Community Engagement Group TBD	1	*	1	*	NM	*	NM	1	NM	1			
Medical Standards Dr. Tilghman	*	*	*	*	NM	*	NM	*	NM	*	*	1	1
Membership Bob Lewis		*	*	*	NM	*	NM	*	NM	*	*	*	0
Priority Setting and Resource Allocation Dr. Jacobs	*	*	*	*	NM	*	NM	*	NM	1	1	*	2
Strategies & Standards Shannon Ransom	*	*	*	*	NM	1	NM	*	NM	*	*	*	1
Chair- Mikie Lochner	*	1	*	*	NM	*	NM	*	NM	*	*	*	1
Vice Chair - Rhea Van Brocklin	*	*	*	*	NM	*	NM	*	NM	*	*	*	0

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**HIV PLANNING GROUP
12-MONTH COMMITTEE TRACKING
Apr 2023 - Mar 2024**

Community Engagement Group	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	#
Total Meetings	1	1	1	1	1	1	1	1	1	1	1	0	11
Member													
Acevedo, Allan	*	*	*	*	*	*	1	1	1	1	1	NM	5
Donovan, Michael	*	*	*	*	*	*	*	*	*	*	*	NM	0
Fleming, Tyra	*	JC	*	*	*	JC	*	*	*	*	*		0
Lochner, Mikie	*	1	*	*	*	*	*	*	*	*	*	NM	1
Lothridge, Jen	*	*	*	*	*	*	*	*	*	*	*	NM	0

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

HIV PLANNING GROUP
4-MONTH COMMITTEE TRACKING
May 2023 - Feb 2024

Medical Standards & Evaluation Committee

MSEC	May	Sep	Nov	Feb	#
Total Meetings	1	1	1		4
Member					
Tilghman, Dr. Winston ^C	*	*	*	*	0
Aldous, Dr. Jeannette ^{NCC}	*	*	*	1	1
Bamford, Dr. Laura	*	*	*	JC	0
Grelotti, Dr. David	*	*	*	*	0
Hernandez, Yessica	*	*	*	1	1
Lewis, Robert	1	JC	*	*	1
Lochner, Mikie	*	*	1	*	1
Spector, Dr. Stephen	1	*	*	*	1
Stangl, Lisa ^N	1	*	*	*	1
Quezada-Torres, Karla	*	1	*	*	1

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

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SAN DIEGO HIV PLANNING GROUP (HPG)
MEMBERSHIP COMMITTEE
MEETING PACKET

APPENDIX

(Page 022-027)

ASSEMBLY BILL (AB) 2449: JUST CAUSE AND EMERGENCY CIRCUMSTANCES (2023)

If the physical attendance quorum requirement is met, AB 2449 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
<p>Just Cause</p>	<ul style="list-style-type: none"> • 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 • A contagious illness prevents the member from attending the meeting in • There is a need related to a defined physical or mental disability that is not otherwise accommodated for • Traveling while on official business of the legislative body or another state or local agency 	<p>A member is limited to two (2) virtual attendances based on “just cause” per calendar year</p>
<p>Emergency Circumstances</p>	<p>“A physical or family medical emergency that prevents a member from attending the meeting in person.”</p> <p>A member is not required to disclose any medical diagnosis or disability, or any personal medical information that is already exempt from existing law.</p>	<p>A member of the legislative body must make a request to the body to allow the member to meet remotely due to an emergency circumstance, and further must provide a general description of the circumstance justifying such attendance.</p> <p>A request from a member to attend remotely due to an emergency circumstance requires that the legislative body take action and approve the remote attendance at the start of the meeting for the member to be allowed to participate remotely for that meeting*.</p>

**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 2449 imposes the following three (3) additional requirements on legislative body members seeking to appear remotely at public meetings:

1. Before any action is taken during the meeting, the member **must** publicly disclose 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.
2. A member of the legislative body participating from a remote location must participate through both audio **and** visual technology.
3. A member’s remote participation cannot be for more than three (3) consecutive months or 20 percent of the regular meetings for the local agency within a calendar year. And if the legislative body regularly meets fewer than ten (10) times per calendar year, a member’s participation from a remote location cannot be for more than two meetings.

AB 2449 Checklist

(Applicable January 1, 2023 to December 31, 2025)

Procedures for Public Participation

- Public must be able to remotely hear, visually observe, and address the legislative body either remotely or in person in real time
- Public must have the opportunity to participate via: 1) two-way audio or 2) a telephonic service with a webcasting service
- Public cannot be required to submit comments prior to the meeting

Procedures for Member to Teleconference from a Remote Location

- Member must participate through both audio and visual technology
- Member must disclose adults who are present in the room at the remote location with the member and the general nature of the relationship with those individuals
- Member must submit a general description of the need to teleconference to the legislative body at the earliest opportunity (do not disclose any medical diagnosis or disability)
- Member may teleconference for just cause. Just cause is limited to 2 meetings per calendar year (see "Limits per Member" below). Just cause is defined as:
 - Child care or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse or domestic partner
 - Contagious illness that prevents member from attending in person
 - A need related to a physical or mental disability
 - Travel on official business of the legislative body or another state or local agency
- Member may teleconference due to emergency circumstances, which requires approval of the legislative body and which is defined as a physical or family medical emergency that prevents a member from participating in person
- Limits per Member: Just cause and emergency circumstances cannot be invoked collectively for more than: 1) two meetings if the legislative body has fewer than 10 meetings per calendar year, or 2) three consecutive months or 20 percent of regular meetings per calendar year if the legislative body has 10 or more meetings per year. Just cause cannot be invoked more than twice per calendar year.

Procedures for the Board/Commission/Committee/Group

- Include instructions on the agenda how the public can participate remotely
- A quorum of the members of the legislative body must participate in person at the noticed location that is open to the public
- A majority of the membership must approve a request by a member to teleconference due to emergency circumstances; include the request on the agenda if received in time
- All votes must be taken by roll call
- Meeting must be stopped and no action taken if the broadcast of the meeting or ability of the public to comment is disrupted

TELECONFERENCING RULES UNDER THE BROWN ACT

	Default Rule	Declared Emergency (AB 361)	Just Cause (AB 2449)	Emergency Circumstances (AB 2449)
In person participation of quorum	Required	Not Required	Required	Required
Member participation via teleconferencing	Audio or Audio-visual	Audio or Audio-visual	Audio-Visual	Audio-Visual
Required (minimum) opportunities for public participation	In-person	Call-in or internet-based	Call-in or internet-based <u>and</u> in person	Call-in or internet-based <u>and</u> in person
Disruption of broadcast or public's ability to comment	Meeting can proceed	No further action taken	No further action taken	No further action taken
Reason must be approved by legislative body	No	Yes (initial findings and renewed findings every 30 days)	No, but general description to be provided to legislative body	Yes and general description to be provided to legislative body
Votes must be taken by roll call	Yes	Yes	Yes	Yes
Member's remote location included on agenda	Yes	No	No	No
Declared emergency and health official's recommendation for social distancing	No	Yes	No	No
Annual limits	None	None	Twice per calendar year (limits for emergency circumstances also apply for collective number of times AB 2449 can be used per year)	3 consecutive months/ 20% of regular meetings per calendar year; or 2 meetings per calendar year if body meets less than 10 times per year (collectively with just cause)
Effective Dates	Ongoing	Expires 12/31/2023	Expires 12/31/2025	Expires 12/31/2025

SAN DIEGO HIV PLANNING GROUP

Orientation

All HIV Planning Group Members and anyone interested in learning more about the HIV Planning Group are welcome!

The orientation will cover:

- An overview of the Ryan White Program
- The purpose and procedures of the HIV Planning Group
- The roles and duties of HIV Planning Group members
- An overview of budget reports



VIRTUAL VIA ZOOM



**Thursday, April 18, 2024
2:00 PM - 4:00 PM**

Register at:

<https://shorturl.at/kqU49>



To request Spanish interpretation services, please let HPG Support know at least **96 hours** in advance at:
HPG.HHSA@sdcounty.ca.gov



YOUR VOICE MATTERS! 2024 COUNTY OF SAN DIEGO HIV NEEDS ASSESSMENT SURVEY

TELL US ABOUT:

- Access to HIV prevention and treatment services
- Things that work well
- Challenges and concerns
- Your well-being

TAKE THE SURVEY ONLINE!



Learning about the impact of HIV in San Diego County will help us improve HIV services and access!

CHECK OUT OUR NEW
APP FOR COUNTY'S
HIV RESOURCES



hpg.hhsa@sdcounty.ca.gov

¡TU VOZ IMPORTA!

2024 CONDADO DE SAN DIEGO ENCUESTA DE EVALUACIÓN DE LAS NECESIDADES RELACIONADAS CON EL VIH

CUÉNTANOS SOBRE:

- Acceso a la prevención del VIH y
- Servicios de tratamiento
- Coas que funcionan bien
- Desafíos y preocupaciones
- Tu bienestar

¡RESPONDA LA ENCUESTA EN LÍNEA!



Aprendiendo acerca de el impacto de la VIH en Condado de San Diego nos ayudará mejorar los servicios del VIH y ¡acceso!

CONSULTE NUESTRA NUEVA
APLICACIÓN PARA OBTENER
RECURSOS SOBRE EL VIH
DEL CONDADO

027

GETTING 2
ZERO
STOP HIV