

STEERING COMMITTEE



Tuesday, June 18, 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: Cinnamen Kubricky (Vice-Chair) | Bob Lewis | Mikie Lochner (Chair) | Shannon Ransom

Members Absent: Dr. Winston Tilghman | Rhea Van Brocklin

ORDER OF BUSINESS

Agenda Item	Discussion/Action	Follow-Up
1. Call to order, roll call, comments from the chair, and a moment of silence	Mikie Lochner called the meeting to order at 11:13 AM and noted the presence of an in-person quorum.	
2. Public comment (for members of the public)	None	
3. Sharing our concerns (for committee members)	None	
4. ACTION: Approve the Steering Committee agenda for June 18, 2024	Motion: Approve the Steering Committee agenda for June 18, 2024 as presented. Motion/Second/Count (M/S/C): Lewis/Ransom/3-0 Abstentions: Lochner Motion carries	
5. ACTION: Approve meeting minutes from May 21, 2024	Motion: Approve meeting minutes for May 21, 2024 as presented M/S/C: Lewis/Ransom/3-0 Abstentions: Lochner Motion carries	
6. ACTION: Approve the HIV Planning Group (HPG) agendas for June 26, 2024; July 24, 2024; August 7, 2024; August 14, 2024; and August 28, 2024	Motion: Approve the HIV Planning Group agendas for June 26, 2024; July 24, 2024; August 7, 2024; August 14, 2024; and August 28, 2024, noting a change in time for the August 7, 2024 and August 15, 2024 meetings to be from 2:00 PM until 5:00 PM. M/S/C: Lewis/Kubricky/3-0 Abstentions: Lochner Motion carries	
7. Committee reports and recommendations	Membership Committee: The chair of this committee requested that the HPG revisit the mentorship program after the	

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	September HPG membership turnover and the onboarding of new members.	
8. Old Business		
a. Discussion: Recruitment of new HPG members	<p>The committee discussed the following:</p> <ul style="list-style-type: none"> • Two HPG member applications were approved at the June Membership Committee meeting and will be going forward to the June HPG meeting. • Michael Donovan applied for the District seat; however, the District office notified the HPG Support Staff (HPG SS) they will not review that application until the District 4 seat becomes vacant. • More progress is needed to recruit unaffiliated consumers (general members). The Recipients' Office made a recommendation to steer away from using the language "unaffiliated consumer" and identifying members as such. Staff keep track on the overall percentages of consumer representation on the HPG. • Jeffery Weber has declined the Strategies and Standards Committee Chair appointment. • Felipe Garcia-Bigley will be appointed as Chair of the Membership Committee at the July meeting. • The Medical Standards and Evaluation Committee (MSEC) has not yet identified a Chair. 	
b. HPG Retreat – update	The HPG Retreat will take place on Wednesday, June 26 at 2:30 PM – 5:30 PM in replacement of the Retreat that did not occur in May due to lack of quorum.	
c. Review: Getting to Zero Consumer/Community Feedback and Progress	The Chair reviewed the progress and the next steps as they relate to the Steering Committee. The committee was reminded to notify the HPG SS of	HPG Support Staff (SS) to look into the gift cards

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	<p>upcoming events so they can be featured on the website.</p> <p>The committee discussed the possible option of budgeting for gift cards in the HPG Administrative budget as incentives for meeting participation, including the following:</p> <ul style="list-style-type: none"> • Gift cards will serve as an incentive to engage consumers. • There is a concern that there is no sustainable plan going forward. • The hope is consumers will not come only for the gift card but will want to stay engaged and find the meetings useful. • Develop some criteria for giving the gift cards out. • Gift cards are not a means to an end when it comes to encouraging the completion of the needs assessment survey. • Food is provided at meetings; however, currently there are some internal challenges with ordering food for meetings. • Vary the location of meetings, the County Operation Center is difficult to access by public transportation for some participants. • Explore other locations around the County that offer additional information and resources, so participants have multiple incentives to attend the committee meetings. • There is an active hiring of a Community Health Promotion Specialist who will assist with getting people involved in the HPG planning process. <p>The Steering Committee will table gift cards as incentives and discuss this further at future meetings.</p>	<p>and the next steps.</p> <p>HPG SS will add to the next Steering Committee meeting agenda.</p>

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	The committee discussed providers noting increased numbers of HIV positive clients.	
9. New Business		
a. Public comments/HPG member comments/Suggestions to the Steering Committee from previous HPG meeting(s)	None (The May HPG meeting did not take place)	
10. Routine Business		
a. ACTION: (Priority Setting and Resource Allocation Committee): Allocations for FY 24	None	
b. Review: Committee attendance	The committee attendance was reviewed.	
11. HIV, STD, and Hepatitis Branch (HSHB) Report	<p>The Recipients' Office provided the following updates:</p> <ul style="list-style-type: none"> • The FY 24 Part A award has been received, which is slightly larger than the previous award. No adjustments are needed to the FY 24 allocations. • The County is anticipating the Ryan White (RW) Part A application and the Ending the HIV Epidemic (EHE) for funding soon. • The HIV Prevention award is pending and expected in July. • The Service Utilization Report shows utilization slightly greater compared to the previous year and viral suppression among RW clients is 92%. 	
12. HPG Support Staff Report	The Community Engagement Group will have a table at the San Diego Pride Parade.	
a. Administrative budget review	Tabled (expenditure report not available)	
13. Future agenda items for consideration		

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14. Announcements	<ul style="list-style-type: none">• There will be a long-term survivors contingent in the San Diego Pride Parade in July and the HPG will have an outreach table at the SD Pride Festival.• The County's Public Health Officer Dr. Wooten is retiring.	
15. Next meeting date	Date: Tuesday, September 17, 2024 Time: 11:00 AM – 1:00 PM Location: to be determined, in-person and via Zoom	
16. Adjournment	Meeting adjourned at 12:17 PM.	