

## STEERING COMMITTEE



Tuesday, September 17, 2024, 11:00 AM – 1:00 PM  
 Seville Plaza – Live Well Support Center  
 5469 Kearny Villa Road, San Diego, CA 92123  
 (3<sup>rd</sup> Floor, Conference Room 3700)

**A quorum for this meeting is four (4).**

**Members Present:** Michael Donovan | Cinnamen Kubricky (Vice-Chair) | Mikie Lochner (Chair) | Rhea Van Brocklin | Michael Wimpie

**Members Absent:** Felipe Garcia-Bigley | Dr. Winston Tilghman

### 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 11:00 AM. All attendees introduced themselves. A moment of silence was observed.	
2. Public comment (for members of the public)	A member of the public expressed concern regarding the times of the meetings, the occasional change in meeting schedule, and the lack of people in attendance.	
3. Sharing our concerns (for committee members)	A member of the committee expressed the following concerns: <ul style="list-style-type: none"> <li>- Clients with Blue Promise medical insurance have been informed that they are no longer covered at the Owen Clinic.</li> <li>- Section 8 housing has recently increased rent with little notice, impacting mental health among vulnerable populations.</li> </ul>	The Recipient's Office to look into the process for notifying clients when there are Medi-Cal changes, including reaching out to the providers and notifying clients.
4. <b>ACTION:</b> Approve the Steering Committee agenda for September 17, 2024	<b>Motion:</b> Approve the Steering Committee agenda for September 17, 2024 as presented. <b>Motion/Second/Count (M/S/C):</b> Van Brocklin/Kubricky/4-0 <b>Abstentions:</b> Lochner <b>Motion carries</b>	
5. <b>ACTION:</b> Approve meeting minutes from June 18, 2024	<b>Motion:</b> Approve meeting minutes for June 18, 2024 as presented. <b>M/S/C:</b> Kubricky/Lochner/4-0 <b>Discussion:</b> A member of the public expressed concern about not being able to access the materials before the meeting. <b>Abstentions:</b> Lochner	

**STEERING COMMITTEE**

Agenda Item	Discussion/Action	Follow-Up
	<b>Motion carries</b>	
6. <b>ACTION:</b> Approve the HIV Planning Group agenda for September 25, 2024	<p><b>Motion:</b> Approve the HIV Planning Group (HPG) agenda for September 25, 2024 with a removal of item 9f (approval of FY 25 priority rankings).</p> <p><b>M/S/C:</b> Van Brocklin/Wimpie/4-0</p> <p><b>Discussion:</b> A member of the public recommended the committee consider reviewing the Partial Assistance Rental Subsidy (PARS) program. It was recommended that this discussion take place the next Priority Setting and Resource Allocation Committee (PSRAC) meeting.</p> <p><b>Abstentions:</b> Lochner</p> <p><b>Motion carries</b></p>	HPG Support Staff (HPG SS) to remove item 9f.
7. Committee reports and recommendations	None	
8. Old Business		
a. HPG Retreat – recap	<p>The committee reviewed the main discussion points from the HPG Retreat and noted the following:</p> <ul style="list-style-type: none"> <li>- Not have meetings at the Medical Examiner’s Office in the future.</li> <li>- Is there a plan to begin addressing the discussion and feedback from the retreat?</li> <li>- Meetings are not consumer friendly; how do we shift the focus on the needs of the community?</li> <li>- Survey on topics among members and the community.</li> <li>- Better direction on expectations is needed.</li> </ul> <p>Members of the public commented:</p> <ul style="list-style-type: none"> <li>- HPG members with longer experience in their seats may consider being more hands on with newer members to give guidance and walkthroughs.</li> <li>- More regular monthly meetings are needed, and it is recommended that all individuals receiving Ryan White services receive travel reimbursement to attend all meetings.</li> <li>- Outreach to disadvantaged communities.</li> <li>- Address these issues also with the Community Engagement Group and the Membership Committee.</li> </ul>	HPG SS will place the topic on the next Steering Committee agenda for further discussion and recommendations.
9. New Business		

## STEERING COMMITTEE

Agenda Item	Discussion/Action	Follow-Up
<p>a. <b>Discussion:</b> Interpreting AB 2449 and the use of Just Cause and Emergency Circumstance for virtual attendance</p>	<p>Mikie Lochner reviewed the expectations and the rules set in place by the AB 2449, which sunsets on December 31, 2025. The HPG decided Abigail West is currently the only exception as the state does not allow travel to meetings. She is allowed to join the meeting virtually and must make her meeting space available to the public. Her meeting address is displayed at the top of the HPG agenda. This exception is part of the original AB 2449 rules.</p> <p>There was a discussion regarding considering a two-part meeting structure with the first part being more of a townhall/social structure and the second part being more formal and following the guidelines of the Brown Act.</p>	
<p>b. <b>ACTION:</b> Review, update and approve the Mileage Reimbursement Form</p>	<p>The committee discussed and made the following recommendations:</p> <ul style="list-style-type: none"> <li>- Include a time in and time out.</li> <li>- Include amount of time attendee is expected to attend the meeting.</li> </ul> <p>Add to the November Steering Committee agenda.</p>	<p>HPG SS to make the recommended changes and bring the form to the November meeting for review and approval.</p>
<p>c. <b>ACTION:</b> Approve the purchase of HPG promotional items</p>	<p><b>Motion:</b> Approve the amount of \$1,000 spending out of the administrative budget on HPG promotional items.</p> <p><b>M/S/C:</b> Van Brocklin/Donovan/4-0</p> <p><b>Abstentions:</b> Lochner</p> <p><b>Motion carries</b></p>	<p>HPG SS will order the promotional material.</p>
<p>d. <b>Review:</b> Board Letter to Authorize Acceptance of HIV Services Grant Funding and Applications for Future Funding Opportunities</p>	<p>Lauren Brookshire reviewed the Board Letter which will go forward to the HPG at the September 25, 2024 meeting.</p>	<p>HPG SS to forward the Letter to the HPG for approval at the September 25 meeting.</p>
<p>e. <b>Report:</b> Assessment of the Administrative Mechanism (AAM)</p>	<p>Dasha Dahdouh reviewed the draft report of the AAM. The committee recommended clarifying the timeframe between procurement and contract.</p>	<p>Forward to the HPG at the September 25, 2024 meeting.</p>

## STEERING COMMITTEE

Agenda Item	Discussion/Action	Follow-Up
f. Public comments/HPG member comments/Suggestions to the Steering Committee from previous HPG meeting(s)	HPG SS reviewed the comments and topic suggestions for future meetings.	
10. Routine Business		
a. <b>ACTION:</b> (Priority Setting and Resource Allocation Committee): Reallocations for FY 24	None	
b. <b>Review:</b> Committee attendance	The committee reviewed the 12-month attendance.	
11. HIV, STD, and Hepatitis Branch (HSHB) Report	<p>Lauren Brookshire reviewed the expenditure report which was included in the meeting materials packet.</p> <p>Maritza Hererra reviewed the service utilization report which showed 2,636 services year to date, compared to 2,540 same timeframe last year. For Ryan White clients with a viral load, viral suppression was 94%. She also provided an update on the Partial Rental Assistance Subsidy (PARS) service category: As of Sept 6, 2024, 87 persons on the waiting list on which 15 previously enrolled and six (6) were new applicants.</p> <p>Demographics of clients on the waitlist (87):</p> <ul style="list-style-type: none"> <li>• Gender: 60 male, 19 female, 8 transgender</li> <li>• Race/ethnicity: 14 Black, 46 Hispanic/Latino, 22 white, 3 Asian, 2 American Indian</li> <li>• Age: 50 clients over 45, 33 clients aged 31-44, 4 clients aged 18-30</li> <li>• Region: Central region 59, East 12, South 6, North 10</li> </ul> <p>71 clients currently enrolled in PARS</p>	
12. HPG Support Staff Report		

## STEERING COMMITTEE

Agenda Item	Discussion/Action	Follow-Up
a. Administrative budget review	Dasha Dahdouh reviewed the administrative budget and expenditures to date.	
13. Future agenda items for consideration	<ul style="list-style-type: none"> <li>- Identifying what is missing for long-time survivors who are out of care.</li> <li>- Being more engaged with new HPG members.</li> </ul>	
14. Announcements	<ul style="list-style-type: none"> <li>- Dr. Tilghman will be recognized at the September 25 HPG meeting.</li> <li>- Mikie Lochner asked Michael Wimpie to introduce himself at the meeting.</li> <li>- Collaboration in Care Conference on Empowered Aging: Thriving Beyond HIV San Diego will be held at Marriott La Jolla on Sep 18-20, 2024.</li> <li>- Dancing with Hope Retreat: A Strength for the Journey Women’s Empowerment Retreat will be held at Camp Stevens Retreat Center in Julian, CA on September 20-22, 2024.</li> <li>- California Department of Public Health, Office of AIDS, Ending the Syndemic Symposium will be held on September 30-October 2, 2024. Registration is available at:  <a href="https://web.cvent.com/event/78E9F755-FB35-4F11-8D68-7948CC8776BF/summary">https://web.cvent.com/event/78E9F755-FB35-4F11-8D68-7948CC8776BF/summary</a> </li> <li>- HPG Orientation will be held on Tuesday, October 29, 2024 at 2:00 PM – 4:00 PM.</li> </ul>	
15. Next meeting date	<p><b>Date:</b> Tuesday, November 19, 2024  <b>Time:</b> 11:00 AM – 1:00 PM  <b>Location:</b> to be determined, in-person and via Zoom</p>	
16. Adjournment	Meeting adjourned at 1:06 PM.	