

COMMUNITY ENGAGEMENT GROUP



Wednesday, September 18, 2024, 3:00 PM – 5:00 PM
North Clairemont Library
4616 Clairemont Drive, San Diego, CA 92117 Meeting Room

A quorum for this meeting is three (3).

Committee Members Present: Michael Donovan(Chair) | Mikie Lochner | Jen Lothridge (Co-Chair) | Skyler Miles | 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	Michael Donovan called the meeting to order at 3:01 PM and noted the presence of an in-person quorum.	
2. Review Background, Mission Statement, Goals, and Agreement of Meeting Decorum	Jen Lothridge, Skyler Miles, and Veronica Nava read the Mission Statement and the Community Engagement Group (CEG) Charge. The Co-Chair 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)	<p>A member of the public stated he believed less than one third of the people in the meeting were consumers.</p> <p>A member of the public expressed they want to get involved with this group to apply what they have learned from their medical practice in Venezuela, can potentially offer counseling services like, and counseling, and can apply their knowledge and expertise to help people.</p>	
5. Sharing our concerns (for committee members)	None.	
6. ACTION: Approve the CEG agenda for September 18, 2024	Motion: Approve the CEG agenda for September 18, 2024 as presented with the noted change: Move agenda item 10a (HPG Bylaws Training to follow approval of the minutes:	

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	<p>Motion/Second/Count (M/S/C): Lochner/Lothridge/4-0 Abstention(s): Donovan Motion carries</p>	
<p>7. ACTION: Approve the CEG minutes for July 17, 2024</p>	<p>Motion: Approve the CEG minutes for July 17, 2024 as presented. M/S/C: Lochner/Miles/4-0 Abstention(s): Donovan Motion carries</p>	
<p>a. Follow-Up Items from minutes:</p>	<p>Tabled</p>	
<p>8. Committee Updates</p>		
<p>a. CARE Partnership</p>	<p>No updates</p> <p>For future reference the HPG SS will arrange the CEG agenda and presentation slides in the following manner: <u>HPG Committee Updates:</u> (to include updates from Membership, Strategies and Standards, Priority Setting and Resource, Allocation, Medical Standards and Evaluation Committee</p> <p><u>Community Updates:</u> Will include updates from CARE Partnership, HIV Housing Committee and any community groups of interest.</p>	
<p>b. Membership Committee</p>	<p>As of September 13, 2024, 9 HPG members have termed out. There are five vacancies, and three new members will join HPG: Skyler Miles, Benjamin Ignacio, and Michael Donovan in September 2024. There are 2 new applicants in process and one pending approval.</p> <p>HPG SS is working to get termed-out members to fill out the Exit Interview Survey, update the HPG application , and update the Mentorship guidelines.</p>	
<p>c. Strategies and Standards Committee</p>	<p>Last meeting in June was Michael Wimpie’s ’s first meeting as chair. They are in the process of voting for a new co-chair and planning to review service standards.</p>	
<p>d. Medical Standards and Evaluation</p>	<p>The meeting on Sept. 10, 2024 was Dr. Tilghman’s last meeting as chair; Dr. Grelotti</p>	

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Committee (MSEC)	will be the new chairperson, and a staff member is pending to take the STD Control Office seat on the HPG.	
e. Priority Settings and Resource Allocation Committee (PSRAC)	No was meeting this month due to lack of quorum, rescheduled for October; will work on the PSRAC work plan and debriefing of the FY 25 psra process.	
f. Steering Committee	The committee met yesterday and reviewed the results of the retreat which will be continued at the next meeting. Dasha Dahdouh presented the Assessment of the Administrative Mechanism which will be presented at the September HPG meeting. The recommended HPG promotional items recommended by CEG were approved.	
g. HIV Planning Group	HPG will review the following on September 25, 2024: <ul style="list-style-type: none"> • Approve the Board Letter • Approve new member to HPG • A presentation on Women’s and Children Services. 	
h. HIV Housing Committee/Housing Opportunities for Persons with AIDS (HOPWA)	The HIV Housing Committee has two seats for the HPG members, including one from the CEG; committee members are encouraged to apply.	
9. Old Business		
a. Committee Attendance	Reviewed	
b. Discussion: Resources and materials for community event outreach efforts		
1. ACTION: Review and approve the final revised HPG Trifold Brochure	The committee voted to use the first option brochure design presented.	HPG SS will create a Spanish version of the HPG brochure

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<p>2. ACTION: Review and approve the final “Join Us” CEG flyer/postcard. Consider adding the recommended phrase.</p>	<p>Motion: Add “advocacy never felt better” on the palm cards M/S/C: Lothridge/Miles/2-2 Abstention(s): Donovan Motion fails The committee recommended collecting public feedback and then revisiting this design to make changes as needed/recommended to reflect the community’s interests.</p>	
<p>10. New Business</p>		
<p>a. Presentation: HPG Bylaws training – Lauren Brookshire</p>	<p>Lauren gave a presentation on the HPG Bylaws training, which included:</p> <ul style="list-style-type: none"> • The history of the Bylaws, • Processes to becoming involved with the HPG, • Explanation of terminology • duties, responsibilities, and expectations • Membership and committee roles and responsibilities • Meeting organization and expectations 	
<p>b. Role of CEG in the onboarding process of new or returning HPG members.</p>	<p>The committee discussed the following:</p> <ul style="list-style-type: none"> • Encourage new consumers to attend and join CEG first, as it is a good introductory place • Recommended every HPG member attend 2 – 3 CEG meetings a year with active participation. • Encourage consumers to attend CEG meetings and attend HPG meetings during the budget season to make public comment to express their needs and concerns • Recommend HPG and other committee (non-CEG) members attend this meeting, to understand the needs and interests of consumers. 	<p>Michael Donovan will bring this conversation to the Steering Committee</p> <p>Continue this topic on the next CEG agenda.</p>
<p>c. Truax Award Ceremony planning – the role of CEG</p>	<p>Mikie Lochner provided an update on the Truax Award Ceremony planning process and recommended including CEG members in the program as speakers.</p>	
<p>d. What are the requirements of the</p>	<p>The committee discuss the following:</p>	<p>HPG SS will share Katie</p>

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CEG training sessions?	<ul style="list-style-type: none"> Request HPG SS to create flyers for specific events (i.e.: Happyville) and CEG members could assist by delivering the flyers to the community Recommend CEG members, share pictures from HPG meetings and events. Please send them to Katie Emmel or any of the HPG SS. 	Emmel's email address with CEG members.
e. Review/develop an HPG Anti-racism statement in preparation for the HPG discussion. (recommendation from the Strategies and Standards Committee)	<p>The committee discussed and recommended a short, simple statement in regard to anti-racism, similar to "Respect for the land" (Land acknowledgement) statements within the JEDI Principles state. Another consideration was something similar to "we are open to all members of all cultural backgrounds..." to be used at the opening of every meeting</p> <p>The committee will continue to think of ideas and continue the discussion during the next meeting.</p>	Continue discussion at the next CEG meeting.
11. Announcements	<ul style="list-style-type: none"> Truax Awards nominations are open. The Truax Awards Ceremony will be on Friday, December 6, 2024 2:00 – 4:00 PM at The LGBT Center. "Cure for HIV?" Townhall, Sunday, October 6, 2024 5:00 – 7:00 PM at St. Paul's Episcopal Cathedral. For more information visit www.harp-ps.org. The Center hosts special presentations every first Saturday of each month from 11am – 1pm. The next presentation will be on October 5, 2024. UCSD and Christie's Place is hosting "We Rise" a form of exercise for Women's living with HIV, \$80 incentive, for more information contact 610-543-8080. HPG Orientation on Tuesday October 29th from 2:00 – 4:00 PM, via Zoom. 	

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	Required for new HPG members, recommended for prospective members and a refresher for those on the HPG for 1 year or so.	
12.Next meeting date	<p>Next Meeting: Wednesday, October 16, 2024, at 3:00 PM – 5:00 PM.</p> <p>Location: <i>Southeastern Live Well Center</i> <i>5101 Market Street, San Diego, CA 92114</i> <i>(Tubman Chavez Room A)</i> and via Zoom</p>	
13.Adjournment	Meeting was adjourned at 5:01 PM.	