

## STEERING COMMITTEE



Tuesday, November 21, 2023, 11:00 AM – 1:00 PM  
Southeastern Live Well Center  
5101 Market Street, San Diego, CA 92114  
(Tubman Chavez Room A)

### To participate remotely via Zoom:

<https://us06web.zoom.us/j/87049271222?pwd=aubVrdoZMXP2ldqXBfwNMI8Aa8w.1>

Call in: +1 (669) 444-9171

**Meeting ID (access code):** 870 4927 1222

**Password:** STEER

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).

A quorum for this meeting is four (4).

**Members Present:** Dr. Delores Jacobs | Bob Lewis | Mikie Lochner | Shannon Ransom | Dr. Winston Tilghman | Rhea Van Brocklin

**Members Absent:** Allan Acevedo

### ORDER OF BUSINESS

Agenda Item	Discussion/Action	Follow-Up
1. Call to order, roll call, comments from the chair, and a moment of silence	<p>Mikie Lochner called the meeting to order at 11:00 AM and noted the presence of an in-person quorum.</p> <p>A moment of silence was observed.</p> <p>Mikie Lochner reminded the committee that the decision to hold the meeting and deem its importance are up to the Chair. Mikie Lochner read the committee charge and reminded the Committee to adhere to their conflicts of interest during discussions and voting.</p>	
2. Public comment (for members of the public)	None	
3. Sharing our concerns (for committee members)	Mikie Lochner expressed concern about his own unstable housing and the community's housing resources.	
4. <b>ACTION:</b> Approve the Steering Committee agenda for November 21, 2023	<p><b>Motion:</b> Approve the Steering Committee agenda for November 21, 2023</p> <p><b>Motion/Second/Count (M/S/C):</b> Jacobs/Lewis/5-0</p> <p><b>Abstentions:</b> Lochner</p> <p><b>Motion carries</b></p>	

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5. <b>ACTION:</b> Approve meeting minutes from September 19, 2023	<b>Motion:</b> Approve committee meeting minutes from September 19, 2023 <b>M/S/C:</b> Van Brocklin/Jacobs/4-0 <b>Abstentions:</b> Lochner, Ransom <b>Motion carries</b>	
6. <b>ACTION:</b> Approve the HIV Planning Group agenda for November 29, 2023	<b>Motion:</b> Approve the HIV Planning Group agenda for November 29, 2023 <b>M/S/C:</b> Tilghman/Van Brocklin/5-0 <b>Abstentions:</b> Lochner <b>Motion carries</b>	
7. Committee reports and recommendations		
a. Discussion: CARE Partnership and requirements for becoming HPG Committee	<p>CARE Partnership has expressed interest in becoming an HPG committee. The Chair mentioned that CARE Partnership would need to enter into a Memorandum of Understanding (MOU). Shannon Ransom and Rhea Van Brocklin commented that this was not discussed with them. Rhea Van Brocklin clarified that Janiesha, as her employee, did not go directly to her, but might have been compelled to go directly to HPG Support Staff. The CARE Partnership leadership will meet offline, decide on next steps, and bring back to Steering Committee.</p> <p>HPG Support Staff provided clarification that Janiesha spoke to Erika and has expressed interest in becoming an HPG committee.</p> <p>Dr. Tilghman asked to clarify what the reason for being in person would be if this meeting doesn't need to follow a Brown Act.</p> <p>Dr. Jacobs expressed interest in learning more about transportation being a big concern. Patrick Loose clarified that CARE Partnership isn't a HRSA-funded activity; therefore, there is no mechanism for providing this.</p>	<p>HPG Support Staff will look into the history and when CARE Partnership became an independent group.</p> <p>Recipients' Office to follow up with the HRSA Project Officer on CARE Partnership becoming an HPG committee.</p>

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	<p>This issue will be brought to HRSA at the next scheduled monthly call with the project officer.</p> <p>It was suggested that action items from CARE Partnership be brought to the bimonthly Strategies and Standards Committee.</p> <p>Mikie Lochner provided a staffing update on changes of the HPG Support Staff.</p>	
8. Old Business		
a. HIV & Aging ad hoc committee	None	
b. Needs Assessment Working Group	<p>Shannon Ransom provided an update on the working group. The meeting to review the Survey on HIV Impact is scheduled for December 6, 2023 at the Allied Gardens Library, and there are 4 members of HPG in the group along with Shannon Ransom and Beth Davenport.</p>	
9. New Business		
a. Public comments/HPG member comments/Suggestions to the Steering Committee from previous HPG meeting(s)	<p>Chair of the Membership Committee provided an update on the membership guidelines that are being finalized.</p> <p>A member of the public expressed concern about the inconsistencies in the Bylaws.</p> <p>Mikie addressed the comment about long access times. There is no language in the standards about training and peer navigation. He has recommended that the Strategies &amp; Standards Committee address this. Patrick Loose also suggested that perhaps a peer navigator could be of big help.</p> <p>Suggestion was made to discuss expanded access to services at one of the next steering committee meetings. Mikie Lochner suggested that HPG be</p>	

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	mindful that services are available to all the community.	
b. <b>ACTION:</b> (Medical Standards & Evaluation Committee): Approve the Practice Guidelines for the Care of Persons with HIV/AIDS	Dr. Tilghman provided an update on the Medical Practice Standards that were reviewed at the November 2023 Medical Standards & Evaluation Committee. The document is reviewed every three years or based on need.	HPG Support Staff to forward to the HPG for action on Wednesday, November 29, 2023
10. Routine Business		
a. <b>ACTION:</b> (Membership Committee): New HPG Applications	None	
b. <b>ACTION:</b> (Priority Setting and Resource Allocation Committee): Re-allocations for FY 23	None	
c. Follow-up: Strategies and Standards Committee to create an anti-racism statement for the HPG and committees	Shannon Ransom mentioned that this is on the list of items to address at the next meeting.	
d. Discussion: Getting to Zero Community Engagement Project and next steps	Tabled	
e. Discussion: HPG Leadership transition process and mentorship training	Mikie Lochner reminded the chairs that vice-chairs need to be HPG members, and there has been a concern that members of color are not represented on committees.  Dr. Tilghman made a comment that his vice-chair isn't an HPG member; therefore, it will be a challenge moving forward.	
f. Review 2023 HPG Work Plan and Draft 2024 HPG Work Plan	Mikie Lochner informed the committee that he and HPG Support Staff Lead will review and bring forward the 2024 Work Plan.	HPG Support Staff to review the 2024 Work Plan with the HPG Chair.
g. Review committee attendance	Allan Acevedo has missed 5 consecutive Steering Committee meetings. Mikie Lochner will reach out to him to gauge his future interest.	HPG Support Staff to provide a list of open seats

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	<p>Patrick made a comment about the importance of not making it daunting for people to join and be involved. Patrick recommended that the committee look at engaging general members.</p> <p>Bob commented that the membership application has been streamlined, and the interview process is going to be more efficient and accessible.</p> <p>Patrick Loose confirmed that there is no legislation around two four-year term limits and recommended that members in partial seats be moved to full term seats.</p>	<p>to the steering committee.</p> <p>Mikie will work with HPG SS Lead to streamline the steering and HPG agendas.</p>
11. HIV, STD, and Hepatitis Branch (HSHB) Report	<p>Mikie Lochner made a comment that the expenditure report is not included in the packet.</p> <p>Patrick Loose provided an update on the year-to-date expenditures. He also mentioned that there is a significant delay at the CDC end in issuing funding for HIV prevention. The current funding goes through December 31, 2023, but has been extended through May 31, 2024 via a no-cost extension.</p> <p>Patrick Loose also provided an update on the year-to-date utilization of services.</p>	
12. HPG Support Staff Report		
a. Administrative budget review	Tabled	
13. Future agenda items for consideration	Tabled	
14. Announcements	Bob Lewis reminded the committee to be mindful of the HPG Support Staff currently being short-staffed.	
a. The 34 <sup>th</sup> Annual Dr. A. Brad Truax Award Ceremony	The Reception will take place on Friday, December 1, 2023 at the LGBT Center at 3:00 PM – 5:00 PM.	
15. Next meeting date	<b>Date:</b> Tuesday, December 19, 2023 <b>Time:</b> 11:00 AM – 1:00 PM	

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	<b>Location:</b> In-person and via Zoom Southeastern Live Well Center, 5101 Market Street, San Diego, CA 92114	
16. Adjournment	1:05PM	