



SAN DIEGO HIV PLANNING GROUP (HPG)  
COMMUNITY ENGAGEMENT GROUP  
MEETING AGENDA  
**WEDNESDAY, DECEMBER 13, 2023, 3:00 PM – 5:00 PM**  
Southeastern Live Well Center (Room Tubman Chavez A)  
5101 Market Street, San Diego, CA 92114

**To participate remotely via Zoom:**

<https://us06web.zoom.us/j/83782242388?pwd=MTFqZitVcC9hNnFPRkhkcnV3dGpKdz09>

**Call in:** US Toll +1 669 444 9171

**Meeting ID:** 837 8224 2388

**Passcode:** 106514

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).

**Committee Members:** Allan Acevedo (Chair), Alfredo De Jesus, Michael Donovan, Tyra Fleming, Michael Lochner, Jen Lothridge (Co-Chair)

**ORDER OF BUSINESS**

1. Call to order, roll call, comments from the chair, and a moment of silence
  2. Review Background, Mission Statement, Goals, and Agreement of Meeting Decorum
  3. Introductions and Icebreaker
  4. Public comment (for members of the public)
  5. Sharing our concerns (for committee members)
  6. **ACTION:** Approve the Community Engagement Group agenda for December 13, 2023
  7. **ACTION:** Approve the Community Engagement Group minutes for October 18, 2023
  8. Discussion on outreach/recruitment options
  9. Discussion on meeting location and public spaces
  10. Discussion on the 2024 Working/Training Plan
  11. Holiday Party
  12. **Next meeting date:** January 17, 2024, at 3:00 PM – 5:00 PM  
**Location:** Southeastern Live Well Center: 5101 Market Street, San Diego, CA 92114, Room Tubman Chavez A AND via Zoom.
  13. Adjournment
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## **Community Engagement Group Charge:**

### **1) Educate Community Members**

- Educate/train community members about the HIV Planning Group's local HIV services planning process and prepare them for and support them in increased involvement throughout the HIV Planning Group Process: committees, task forces, working groups, and other opportunities, as well as HIV Planning Group membership.

### **2) Increase Community Members' Participation**

- Increase the level and diversity of community involvement, including from under-served and under-represented populations.
- Represent the needs of all community members, including those unable to participate in meetings.
- Provide linkages to regional and population-specific community groups and ensure communication between those groups and the Community Engagement Group.
- Identify and seek to overcome barriers to community participation.

### **3) Represent Community Member Needs Throughout the HIV Planning Group Process**

- Provide community representation on HIV Planning Group committees, task forces, etc., and ensure the flow of information from those groups to the Community Engagement Group.
- Encourage maximum community involvement in the Priority Setting Committee and other established venues for the annual priority setting and budget allocations process; the Community Engagement Group will not develop separate budget recommendations.
- Serve as a venue for providing community feedback regarding HIV Planning Group issues (e.g., task forces).