

HIV Prevention Planning Council (HPPC)
Executive Committee
Thursday, September 25, 2014
3:00-4:30 PM
25 Van Ness Avenue, Conference Room 610, San Francisco
Minutes

Voting members present: David Gonzalez, Andrew Lopez, Tracey Packer

Voting members Absent: Jack Bowman, Jose Luis Guzman

HPPC Members: Richard Bargetto, Kate Monico Klein, Ben Cabangun, Aja Monet, Chip Supanich, Darryl Lampkin

Guests: Ken Hornby, Charles Siron, Mark Molnar

Community Health Equity & Promotion (CHE&P) Staff Present: Jenna Rapues, Eileen Loughran, Oscar Macias

1. Welcome, Announcements & Agenda Changes

- Andrew called the meeting to order at 3:15 PM.
- Andrew announced that Jose Luis and Jack Bowman notified staff in advance that they would not be able to attend today's meeting.
- No announcements were made.

2. Public Comment

- No public comment was made

3. Review and Approval of August 28th Executive minutes

- The August 28th, 2014 Executive Committee meeting minutes were approved by consensus.

4. HPPC Business Items

A. Membership Discussion

- Oscar provided an update on the current HPPC membership composition
- Currently, there are 2 non-affiliated seats open with expertise/experience focus on transgender populations and an HIV positive person.
- David made motion to open recruitment to fill 2 open seats for HPPC membership. One seat will be designated for someone with transgender experience/expertise and a seat for an HIV positive person. Andrew seconded this motion and passed with the following vote:

Voting Member Name	Vote
David Gonzalez	Yes
Jose-Luis Guzman	NP
Jackson Bowman	NP

Tracey Packer	Yes
Andrew Lopez	Yes

- David made motion to offer Cyd Nova an HPPC membership seat. This seat would fulfill the transgender experience/expertise seat. If the seat is not accepted by Cyd, recruitment will open to fill this seat. Andrew seconded this motion and passed with the following vote:

Voting Member Name	Vote
David Gonzalez	Yes
Jose-Luis Guzman	NP
Jackson Bowman	NP
Tracey Packer	Yes
Andrew Lopez	Yes

- **Next Steps:** CHE&P staff will contact Cyd Nova regarding membership and will open recruitment to fill open seat for HIV positive person.

B. Council Collaboration Next Steps

- Tracey and David provided an overview and update on council collaborative planning and activities.
- A Collaborative Planning discussion on the October 9th HPPC agenda will provide an opportunity for Council members to have a fuller discussion on collaboration, a year after a vote was made to merge in October 2013.
- A Transition Team is being proposed by Executive at the October 9th meeting.
- The discussion on the transition team membership is a result of the joint co-chairs meeting on September 9th.
- A handout was distributed that outlines the proposal for a Transition Team including the goals of the Transition Team.
- The proposed start for the Transition Team is January 2015 and will have approximately 3 meetings.
- The membership of the short term Transition Team group will include 6 HPPC Voting Members (3 Co-chairs, 2 At-Large, 1 Additional member) and 6 HHSPC Voting (3 Co-Chairs, 3 Committee Co-chairs) and 3 Non-voting members (Eileen Loughran, Mark Molnar, Dean Goodwin).
- It was agreed that the transition team slides will be presented to the Council at the October 9th meeting for approval. The HHSPC will vote on transition team at their November meeting.

C. UCHAPS Update

- David provided a UCHAPS update
- The last discussion focused on High Impact HIV Prevention from the CDC
- Mini conferences are planned for December 2014 in Atlanta with a focus on PrEP and the recent CDC Funding Opportunity Announcement (FOA).

D. November Elections Update

- Jack previously has announced that he will not renew his 2nd term as At-Large member ending on 12/31/2014; the term for the at large seat will be from Jan 1, 2015 through December 31, 2016. A call for nominations will go out following the October Council meeting.
- Jose-Luis 1st Community Co-chair term is ending on 12/31/2014. The term for the at large seat will be from Jan 1, 2015 through December 31, 2016. A call for nominations will go out following the October Council meeting.
- **Next Steps:** Elections for At-large and Community Co-chair will take place at the November 13th meeting. The election will be by ballot form vote.
- It was noted that the Council may also have an election for the additional transition team member. At last discussion it was decided that this would be the make-up of voting seats:
 - 3 Co-chairs
 - 2 At-large
 - 1 additional member

E. Community Engagement Event Debrief

- It was reported that the Community Engagement event on PrEP was well attended and received by both community members and stakeholders as reflected in the review and discussion of the event evaluation report.
- The panelists were diverse and reflected many of the areas of concern around best practices, access, insurance coverage, high risk populations and PrEP.
- It was recommended that SFDPH should Increase access of PrEP to marginalized neighborhoods and populations. (eg. people in the Tenderloin).
- An announcement was made that Supervisor Campos recently announced a proposal to increase PrEP access for populations at risk for HIV.
- **Follow-up:**
 - CHE&P staff was requested to get copies of Dr. Volk's slides and send copies out to HPPC members.
 - CHE&P staff will disseminate the PrEP evaluation results to the Community Engagement Planning work group members.

5. Planning for October 9th Council Meeting

A. Substance Use Work Group Presentation

- Eileen mentioned that the Substance Use Work Group completed its planned work group meetings on Monday, September 22nd. The focus of the last meeting was to finalize five recommendations supporting the five focus/topic areas that work group prioritized:
 1. Harm Reduction
 2. HIV Prevention, treatment and Substance Use (Programs)
 3. Interventions
 4. System of Care
 5. Criminalization of persons who use drugs

- Next step task for Substance Use work group is synthesize the work group recommendations into a PowerPoint presentation for the October 9th Council meeting.
- Laura and Michael D. will present the 5 priority areas and recommendation at the October 9th Council meeting. This presentation including questions & answers has 40 minutes.

B. Discussion on Collaborative Planning

- Andrew led a discussion on preparing for the Collaborative Planning discussion to take place at the October 9th Council meeting.
- Some of the discussion points made by several members included the following:
 - What are the core values of the HPPC?
 - What are some the core items that Council members are not willing to compromise given integration and collaboration?
 - A concern of not setting it up the merged Council to lose community voice was expressed
 - How do we move forward proactively with the transition of the Councils (and perceived power) taking into consideration Federal mandates and cultural values between the two Councils.
 - How do both Councils engage fully and proactively to move forward?
 - One of the goals of the proposed Transition team is to discuss and consider the HHSPC motions.
 - How do we keep power in membership?
 - Brainstorm idea 1: HPPC should move forward with their own process regarding collaborative planning, not react and respond to HHSPC motions and focus of HPPC priorities.
 - Brainstorm idea 2: HPPC utilize the HHSPC motions as discussion points or springboards to move forward - “use them as points of considerations”
 - Brainstorm idea 3: Look at values of each HHSPC motions and how it reflects the values of HPPC – using these as discussion points for the Transition team.
- Andrew reminded folks that the main purpose of Collaboration Planning discussion is to address some of noted discussion points mentioned above so that HPPC members will have the opportunity to talk and fully engage.
- Andrew made motion to change the October 9th Council motion on Collaborative Planning to reflect the following: *“The Executive Committee moves that the HIV Prevention Planning Council votes to reaffirm position on merged Councils and all motions by either Council will be considered as recommendations to the Joint Executive Committee.”* David seconded this motion and passed with the following vote:

Voting Member Name	Vote
David Gonzalez	Yes
Jose-Luis Guzman	NP
Jackson Bowman	NP
Tracey Packer	Yes
Andrew Lopez	Yes

- The executive committee also discussed that they will present the transition team slides at the October 9th meeting.

6. Closure, Summary & Evaluation

- Andrew closed the meeting at 4:30PM.

Due to technical difficulties there is no recording of this meeting.

Minutes prepared by Jenna Rapues and reviewed by Eileen Loughran.