**HIV Prevention Planning Council (HPPC)**

**Jurisdictional & Comprehensive Plans Work Group Meeting**

**Wednesday, October 10, 2012**

**12:00-2:00 pm**

**AIDS Office**

**25 Van Ness Avenue, 6th floor conference room**

**San Francisco, CA 94102**

**Members Present:** Chadwick Campbell, Jessie Murphy, Frank Strona, Aja Monet, David Gonzalez, Paul Harkin, Laura Thomas

**Members Absent:** Richard Bargetto, Kyriell Noon, Channing Wayne, Kevin Hutchcroft,

**Staff Present:** Eileen Loughran, Emalie Huriaux, Dara Geckeler, Oscar Macias, Laurel Bristow

**Public Present:** None Present

Minutes

1. Welcome, Introduction and Announcements
	1. Aja acted as chair for this meeting, leading the member welcome and introduction
	2. There were no additional announcements or agenda changes
2. Work Group Business
	1. The group is no longer in a provisional period and is therefore allowed to take votes
	2. Minutes for the September 4, 2012 and October 1, 2012 meetings were reviewed by members
		1. September 4, 2012 minutes – There were no objections and the minutes were approved by consensus
		2. October 1, 2012 minutes – there were no objections and the minutes were approved by consensus
	3. Process evaluation
		1. Aja reviewed comments and themes from the online evaluation
3. General Public Comment
	1. No public present
4. Community engagement Process Update
	1. Emalie gave an update on the community stakeholders she has been able to engage
		1. Emalie went to the HIV/AIDS Providers Network meeting and got the email addresses of members who would like to review the next draft
		2. Emalie is planning to attend the upcoming Transgender Advisory Group meeting October 16th, 2012
5. Review of Draft of Jurisdictional Strategy
	1. The most recent draft of the strategy was reviewed and members gave comments and feedback to Emalie regarding the content and structure.
6. Review Process Timeline
	1. Emalie requested that the next meeting be pushed back from October 15, 2012 to October 22, 2012 to allow her enough time to incorporate changes to the draft.
		1. Members agreed on this change
	2. Emalie plans to get the next draft out no later than October 18, 2012
	3. Emalie said that the Comprehensive plan will likely not be ready for review at the last meeting, but that a draft of it would be sent around in email for members to review. The Comprehensive Plan does not require a vote from HPPC but it is important to HPS to get feedback from HPPC members about the document so we will ensure a process for this.
	4. The Executive committee meets on October 25, 2012. On this date they will review and approve the final draft of the Jurisdictional Strategy as well as the work group’s PowerPoint presentation for full Council
	5. The full council meets on November 8, 2012
7. Next Steps
	1. Next meeting will be moved to October 22, 2012 from 12-2pm location TBA
	2. The idea of scheduling one on one meetings with council members to explain the plan was brought up but needs revisiting in the next meeting if it is going to happen
8. Summary, Evaluation and Closure
	1. Evaluations will be completed online
9. Adjournment
	1. Aja adjourned the meeting at 2pm.
	2. **Next meeting will be held Monday, October 22, 2012 from 12-2pm. Location TBA.**

***Minutes prepared by Laurel Bristow and approved by Eileen Loughran and Emalie Huriaux.***