

HIV PREVENTION PLANNING COUNCIL (HPPC)
Membership/Community Liaison Committee
Monday, June 12, 2006
Minutes

Members Present: Gwen Smith, John Newmeyer

Members Absent: Chadwick Campbell, Thomas Ganger, Gayle Burns, Janetta Johnson

Professional Staff: Dara Coan

Guests: Kevin Roe (Process Evaluation), Ebony Pattenaude (Larkin St. Youth Services), Christy Ganger (HPS intern)

1. Welcome and Announcements
 - Dara opened the meeting at 3:15 PM and announced that co-chairs Thomas and Gayle are out sick, Chadwick is in a training, and she had not heard from Janetta.
 - The group reviewed the minutes to see what was possible to do with only two council members present.
2. Public Comment
 - None was offered.
3. Approval of Minutes from 5/08/06
 - Approval of the minutes will be done at the next committee meeting when there a quorum is present.
4. Steering Report
 - The steering report was skipped because the Steering Committee representative was not present.
5. Discuss Community Member Follow-up
 - Kevin Roe came to talk about committee size and in particular SFLI and the balance of community members vs. council members. It was brought up that depending on how many community members there are or what size the council is can

affect the way discussions are handled. Steering referred the issue to Membership to figure out what to do about the issue. Kevin talked to Tom and Dara and it looks like it's mostly an issue of SFLI having too many members and there was the question of whether a committee with too many members is able to function well. But since it wasn't possible to have a vote at the last Steering meeting, this was still an issue that needs to be discussed. This issue can be relevant to any committee. Kevin said that one suggestion is to have a mid-year Zoomerang survey to see if the committees are functioning well and achieving quorum so that we can plan for next year and see if we need to establish committee policies regarding community members for future years. Kevin opened up the table to have a discussion about size limits for committees and said that later it should be brought back to Steering for further discussion. Steering can then bring it to the Council to form a motion for next year.

- John said that he thinks that it is definitely a possibility to have too many people on a committee and thinks that the number of community members should be less than or equal to the number of Council members on a committee. He stated that it's important to have a maximum number of community members. Gwen agreed.
- Kevin brought up that in years where there is a product coming out of a committee, like the HPPC plan, there is a lot of interest in the community and participating in committees. Kevin also said that community members are granted their first choice of committee. It might be possible, as is done with HPPC members, to ask committee members if they have a 2nd or 3rd choice for a committee in case their 1st choice cannot be accommodated.
- Dara asked Kevin if there were mid-year surveys that had been done before and if they were effective. Kevin responded they had been done before but he doesn't think that it is very necessary in this case because it is possible to look at things month to month rather than bi-yearly. Dara also said that it seems like a lot of work to conduct a survey on a minor issue. Also, Steering members already provide feedback regarding committees and how well they are functioning.

- Kevin and Dara brought up that because it is the middle of the year this discussion will be more helpful for the next year and future.
- The final recommendations of this group for this meeting are that there shouldn't be a mid-year survey and that we will continue with this discussion when there are more Council members present and the products of those discussions will be sent to Steering. Kevin will attend an SFLI meeting to observe the dynamics, per Steering's request.

6. New Member Recruitment

- Plan and Timeline
 - Dara went over the timeline and what needs to be done in the upcoming months for recruitment and what is going to be expected of the Membership Committee. This summer there will be recruitment, interviewing, and selection. Dara said she would like to invite Harder & Co. to next month's meeting to talk about the draft needs assessment.
- Youth Committee recommendations
 - Next, Dara introduced Ebony and Christy and said that they are here because Christy will be working with the Membership Committee on youth recruitment.
 - Dara talked about what the youth committee recommendations were from last year. It was suggested that HPPC work with the San Francisco Youth Commission and also have continued youth recruitment.
 - Christy talked about how it is important to make the Council more friendly so that it is more engaging for youth.
 - Dara made it clear that we have a youth gap and asked the members to what extent it was a priority to fill that gap and how they envisioned it being filled.
 - John asked about stipends and what the attractive amount would be for a young person with a 10-15 hour commitment per month.
 - Christy suggested that \$1000 for the year would be a solid incentive.

- Gwen suggested gift certificates.
- Ebony suggested the use of gift certificates initially and then a cash stipend given upon completion of the commitment.
- The group addressed the issue of time and if it would be possible for young people to get out of school early for things like this and if it's possible to receive school credit.
- Dara brought up the issue of what youth would need to be recruited and what needs to be represented.
- John said that it is important to bring youth who are in the "hot spots" of the infections and also need to bring in more youth who "speak the (youth) language".
- Gwen said that we need to have the whole spectrum, from homeless to private school kids.
- Ebony said that the Youth Committee's suggestions and recommendations for recruiting youth are all through the traditional venues and we need to have recruitment of kids that are in non-traditional venues (i.e., not just have recruitment in public schools.)
- Dara asked if there were any specific goals that people had for youth recruitment.
- The group came up with the following goals for recruiting youth: youth who can go between "youth language" and HPPC council language, gay, bi, and trans youth, homeless youth, youth with substance abuse, sex workers, youth with different HIV status.
- It would be good to work closely with Larkin Street, LYRIC and the Center.
- Dara said that there would probably be up to 9 open Council seats, and asked the committee how many of those seats they thought should be for youth.
- The group suggested to set a goal to recruit 3 people under 30.
- Christy also said that it would be good to talk about HPPC issues in youths' own venues and then have a link to the HPPC, in addition to having youth as Council members.

6. Reschedule July 10th meeting

- Dara said that she will send out some dates over email and see who responds and what dates work best for everyone. It is

necessary for the meeting to be had before the 13th and that it will most likely be the 5th, 6th or 7th.

- Dara Coan closed the meeting at 4:00 pm.

** These minutes were prepared by Naomi Forsberg and reviewed by Dara Coan, Gwen Smith and John Newmeyer.

The next Membership/CLC meeting is scheduled for
July 6th, 2:30-4:00 pm.