

HIV PREVENTION PLANNING COUNCIL (HPPC)

Strategies and Interventions Committee

Action Minutes From Meeting:

October 05, 2006

Members Present: Dee Hampton, Dave Hook, Emailie Huriaux, Alix Lutnick, Chandra Sivakumar, John Tighe, and Abbie Zimmerman

Members Absent: Michael Discepola (Emeritus), Weihaur Lau, Joani Marinoff (Emeritus), and Maria Ortega

Guests: John Pabustan

Professional Staff: Dara Coan (HPS), Clare Nolan (Harder & Co), Israel Nieves-Rivera (HPS), and David Weinman (note taker).

1. Welcome and Announcements

Co-Chair Abbie Zimmerman called the meeting to order at 4:12 PM. She asked attendees to make announcements.

- Alix Lutnick distributed a flyer announcing collaboration between St. James Infirmary, Sex workers Outreach Project-USA, and DPH entitled, "*Speak your mind*," copies of which are available to absent members upon request.
 - ⇒ The flyer promotes a project collecting formation on the needs of and to develop recommendations for a policy plan for local workers in the sex industry.

2. Public Comment

There was no public comment.

3. Approval of Minutes from 09/07/06

Motion was made and seconded to accept the minutes from the 08/24/06 meeting. No objections were raised. The minutes were approved with Dave Hook abstaining.

4. Committee Business

Abbie provided an overview of the Council Meeting 09/28/06, including:

Difficulty with Public Comments.

- Israel explained that one of the people making comment is a community activist who had disturbed HPPC meetings in the past. This person had been the subject of a restraining order that has recently expired.
 - ⇒ Israel highlighted that this attendee's comments were friendly toward the HPPC and that his complaint related to media coverage of CDC's HIV testing guidance.

California Syringe Legislation.

- Emailie Huriaux explained that the Governor believes that the bill is unconstitutional and it clashes with existing federal law. As he has indicated he would not sign it, the bill was withdrawn by its author.

Race/Ethnicity/Age Epidemiology

- Dara Coan and Willi McFarland developed what they termed "plausible estimates" of population size, HIV prevalence, and HIV incidence for MSM by race/ethnicity in response to HPPC members' requests.
 - ⇒ This may be able to be done in some, but not all, BRPs with the information we have.

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- Dara explained that the Steering Committee agreed not to report the plausible estimates to the Council at this time as they too speculative.
 - ⇒ Rather the Committee agreed to have an exercise to demonstrate the challenges and limitations of developing these types of estimates.
- She highlighted that the Committee is not trying to keep information from the community. They just want to ensure that information is communicated in the proper context and people understand how such estimates can and cannot be interpreted.

Attendance Policy

The Committee reviewed members' standing as it relates to the policy.

Review the HPPC Agenda

The Council will need to elect a New Community Co-Chair, as Gayle Burns' term is ending.

5. **Finalize Structural Change and Interventions Concepts**

Abbie distributed the document entitled, "*Proposed Motions to the San Francisco HIV Prevention and Planning Council October 12, 2006*," noting that it had been distributed to all members by email in advance of the meeting. She pointed out that the document has been worked on by the HPS since the last meeting, at the Committee's request. Changes / corrections were noted and highlighted on the drafts by underlining. Discussion followed.

Motion 1

The use of the word "logical" was questioned (paragraph 2).

- Abbie suggested the word relates to the logic model, as well as having provable linkage to HIV transmission.

Motion 2

There was no discussion of the wording of this motion.

Motion was made and seconded to accept Motions 1 and 2 as amended. No objections were raised. The motion passed.

6. **Review of the Presentation for HPPC**

Abbie distributed a draft of the presentation entitled, "*Thinking Upstream Taking Steps to Enhance HIV Prevention in SF*," noting that it had been distributed to all members by email in advance of the meeting. Discussion followed (shown here by topic).

Facilitators

Abbie noted that she and Emalie, the Co-Chairs, would be willing to facilitate the presentation, but asked if other members would like to participate, or if they have suggestions.

- Members Dave and Alix said they would not be able to attend the Council meeting.
- Chandra Sivakumar and Dee said they would be available to facilitate small groups, but not the presentation.

The Committee's Process

Clare reviewed the Committee's process including:

- ⇒ The committee reviewed the 2004 Plan and discussed how it should change,

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- ⇒ It agreed on changes and voted to accept them as a group, and
- ⇒ The Committee agreed to focus on structural interventions.

Clare explained that the presentation shows the Committee's agreed upon process and delineates the Committee's recommendations.

The printed copy of the draft presentation entitled, "*Thinking Upstream*" was distributed, copies of which are available to absent members upon request. Discussion followed (presented here in the order of the presentation's slides).

Slide 6 (Small Group Exercise)

Clare distributed the handout entitled, "*Small Group Exercise*," copies of which are available to absent members upon request.

- Israel reviewed how this might work, as this is intended as a short exercise.
- It was suggested that a list of interventions be prepared in advance for the groups and their task be to determine if it is up or downstream.

The following was agreed by consensus.

- There will be a maximum of six groups.
- The facilitators will provide a brief explanation of "The River" exercise.
- Small Group Facilitators: Abbie, Chandra, Dee, Emalie, and Clare. A staff member will facilitate a sixth group if necessary.
- There was some discussion about what structural changes should be used as examples to place along the river. Clare agreed to develop the examples beforehand, based on the discussion.
- It was agreed that the facilitators would interpret the areas along the river as follows:
 - Interventions helping lots of people at the same time = Upstream;
 - Interventions helping a few people at the same time = Midstream; and
 - Interventions helping one person at a time = Downstream.
- It was agreed that the in total it should take about 15 minutes; 10 minutes for the exercise and time for members to get into and out of the groups.

Slide 10 (Feasibility Impact Rating)

- Chandra suggested the Feasibility and Impact Rating would be a helpful exercise to be included in the small group work.
 - ⇒ Israel noted that the purpose of the small group exercise was to familiarize members with structural interventions, which "The River" is good at doing.
 - ⇒ He added that the Feasibility/Impact Rating is an exercise to evaluate specific interventions and might take too much time in the small group.
- Abbie and Chandra suggested including an example of a Feasibility/Impact Rating in the presentation.
- Alix suggested adding the Feasibility and Impact Rating process into the Plan.
- Clare proposed adding an obvious, perhaps humorous, example to the presentation and asked members to send any suggestions they may have to her by email.

Slides 11, 12, and 13 (The Motions)

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Clare distributed the handout entitled, "*Strategies and Interventions Committee Proposed Motions...*" copies of which are available to absent members upon request.

- Clare explained that it was suggested that the motions be distributed separately and so they were put into a handout and will be distributed to members.
- Abbie suggested that the handout be referenced in the presentation.
- Emalie questioned if the presentation should update the Council on the Committee's objectives for this year.
 - ⇒ Clare and Israel indicated that it is not necessary and that other Committees will not provide such.

Proposing and Discussing the Motions

Discussion ensued on whether to discuss the motions separately, together, or in combinations (Motions 1 and 2 together with Motion 3 separate); including the following.

- Israel suggested that Motion 1 be voted on before discussion of Motions 2 and 3 as the presentation is long and somewhat complex.
- Dee agreed as sometimes motions get bogged down on language and process.
 - ⇒ Dara noted that members could get bogged down on the language of all motions.
- In response to Alix's question, Israel explained that the presentation will be allotted about an hour.
- Israel explained that the beginning of the presentation is a warm-up as members will be coming back to the table after their break.

Order of Slides in the Presentation

- Dara explained why it wasn't necessary to read all three motions before reading the definitions and that it would probably be confusing.
 - ⇒ She suggested putting the Motions after the respective definitions.

It was agreed by consensus that the presentation should be in the following order:

- Read the definitions for Structural Change and Structural Interventions
- Read, discuss, and vote on Motions 1 & 2
- Read the Plan Recommendations
- Read, discuss, and vote on Motion 3

Slide 14 (Definition of Structural Change)

- Israel suggested the title of the definition read, "*Outcome*" in addition to "*Structural Change*."

This suggestion was agreed upon by consensus.

Slide 18-23 (Plan Recommendations)

- Recommendation 1 - no change
- Recommendation 2 - to include two parts:
 - ⇒ Improve the Plan's section on structural intervention to support organizations involved in defined changes; and
 - ⇒ Reinforce that structural interventions are fundable.
- Recommendation 3
There was discussion regarding the examples used in bullets A-G.

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- Recommendations 4-9 - no change.

It was agreed not to include examples in the text of the presentation. It was also agreed by consensus to delegate the rewording of the recommendations to Clare, Dara, Israel, and the committee co-chairs. They will email a revised draft to members.

7. **Next Steps**

The Chair proposed and the Committee accepted by consensus an extension of the meeting's time of adjournment so that discussion could continue.

The meeting adjourned at 5:47 pm.

The minutes were prepared by David Weinman and reviewed by Dara Coan, Emalie Huriaux and Abbie Zimmerman.

***THE NEXT MEETING IS SCHEDULED FOR THURSDAY 11/02/06
FROM 4:00 PM TO 5:30 PM - 25 VAN NESS AVE., SUITE 330A***