

HIV Prevention Planning Council (HPPC)
Executive Committee
Thursday, May 23, 2012
3:00 - 4:30 PM
25 Van Ness Avenue, Suite 650, San Francisco

Minutes

Voting members present: Richard Bargetto, Jackson Bowman, David Gonzalez, Jose Luis Guzman, Tracey Packer

Voting members absent: None

Staff present: Eileen Loughran, Oscar Macias, Jenna Rapues

1. Welcome, Announcements & Agenda Changes

- The meeting was opened by David at 3:10PM
- David announced that the SF LGBT Center is hosting the sixth annual queer youth prom. The theme for this year's celebration is Fantasia which is scheduled for Saturday, June 1 at 7:00 PM. The prom is for queer and questioning youth 20 and under. For more information, visit www.sfcenter.org.
- Jenna made announcement regarding the SFDPH's community discussion regarding the Sexual Orientation Guidelines. For those interested or have questions, please contact Paige, paige.kruza@berkeley.edu.

2. Public Comment

- None

3. Review and Approval of April 25th Executive minutes (Action item)

- The April 25th Executive minutes were approved by consensus.

4. Work Group Timeline

❖ **Community Engagement Planning**

- Transgender Advisory Group Update
- Jenna provided an update from the recent TAG meeting on May 14th.
- She mentioned that since attendance of TAG members constantly shift, it has been challenging to streamline and finalize discussion on potential community engagement event topics
- Executive members expressed the need to be respectful of the TAG's process with prioritizing topics
- David suggests that TAG members be invited into the Community Engagement Planning Workgroup, but the HPPC move forward on planning their own event.
- Jose Luis will take the place of David Gonzalez for this work group
- Budget is limited to space and refreshments, and possible speaker fee if necessary.
- The Community Engagement Planning Work Group will be asked to draft and present a plan and budget proposal for the July Executive meeting
- **Action-Item:** Add expectations and potential topics in the Community Engagement Planning Work Group Scope of Work. Schedule the initial work group meeting during the month of June.

5. Review and Discuss Mid-Year Survey (Possible Action item/vote)

❖ Identify Strengths & Challenges

- The group took the time to review and discuss the Mid-Year Survey report
- Oscar highlighted the key points in the report
- Jose Luis suggested a possible full Council retreat to address Council cohesion, connection and ownership
- Committee members discussed key items to increase member interaction and engagement
- Committee members also discussed several ideas on soliciting feedback and engagement of Council members on concrete HIV prevention issues
- Tracey suggested looking at the HIV Treatment Cascade for San Francisco as a current and tangible topic the Council members can engage in and provide feedback to HPS, specifically on implementation and next steps.
- A suggestion as also made to focus only a one bar of the Cascade at the July Council meetings due to time limitations
- An icebreaker suggestion was made on “why are you here at the table, how did you get into HIV Prevention Council work?” This could be linked back when the results of the survey are shared-“you said this brought you to the table or perhaps what can we do to make the group feel more engaged”?
- **Action-Item:** HPS staff will revise the July 1th full Council agenda based on the following feedback.
 - Shorten Item 6, Update on Integration Efforts – reduce to 10 minutes each slot and frame as questions rather than presentations to engage Council members.
 - Report back from mid-year survey and discussion should be moved on the agenda
 - Shorten Item 5, Budget Update and move down to the last agenda item.
 - Include a new agenda item on a discussion item on 1 bar on San Francisco Cascade.

6. Additional Business items (Possible Action item/vote)

❖ Update on Collaborative Planning Work Group

- The work group has scheduled a full day retreat for June 20th.
- Several work group members mentioned that the work group is slowly but steadily moving forward towards a plan for more comprehensive collaboration.

❖ 2013 UCHAPS Baltimore (June 2013)

- The meeting is scheduled for June 8th to 10th in Baltimore, Maryland
- Jose Luis, David, and Eileen will be attending
- The group will convene a meeting Thursday, May 30th to discuss the meeting agenda and provide feedback on the content of the required slides for the meeting.

❖ July 11th HPPC meeting

- The committee briefly reviewed the July 11th HPPC full Council meeting agenda
- Changes will be made based on Action-Item section from previous discussion on Item #5 above. This will be discussed and finalized at the June 27th Executive.

7. Closure, Summary, & Evaluation

- ❖ David asked members to share one word that describes their experience with today's meeting:
 - Jackson – liked
 - Richard – passion
 - David - facilitation fail
 - Oscar –rocked
 - Jenna – awesome
 - Eileen- unifying
 - Tracey – feels good
 - Jose Luis - fabulous

8. Adjournment

- Meeting adjourned at 4:35PM

Minutes prepared by Jenna Rapues reviewed by Eileen Loughran.