

Jurisdictional Plan Work Group  
Tuesday, July 15, 2014  
1:00 – 3:00 PM  
Meeting Minutes

**Members present:** Richard Bargetto, Jose Luis Guzman, David Gonzalez, Chris Santini

**Members absent:** Darryl Lampkin

**Staff present:** Dara Geckeler, Oscar Macias, Eileen Loughran, Maree Kay Parisi (ARCHES)

### 1. Welcome, Announcements & Agenda Changes

Jose Luis called the meeting to order and asked for any relevant announcements.

### 2. Work Group Business

- **Review/approve Meeting Minutes (May 20)**  
The June 12 Jurisdictional Plan Work Group minutes were approved by consensus.
- **Review Meeting Process Evaluation Results**  
The group reviewed comments from the process evaluation. Five surveys were completed and the overall comments were positive

### 3. General Public Comment

- None

### 4. Community Engagement Process Update

- **Discuss overarching framework**
  - Dara introduced the visual of the *Integrated Planning Cycle* to the group. This visual is an adaptation of the double helix (HIV positives and negatives cascade model) discussed in the previous meeting. This new graphic will serve as a framework for the narrative for this update and for the rewrite of the 2016 Plan. The *Integrated Planning Cycle* aligns with the cascade and presents the system of service of the prevention and care continuum in a circular model rather than linear as the double helix model did. This model identifies specific services for HIV positive, HIV negative and both HIV positive and negative individuals by using a color code system.
  - David suggested titles labeling all phases of the cycle to better describe the intended flow of the cycle.
  - The group engaged in a larger conversation regarding how to create a language and develop tools and visuals that will help move joint HIV prevention and care planning efforts forward from speaking only within terms of a *continuum of care* to a more holistic wellness perspective.
  - When discussing how to illustrate the concept of *Getting to Zero* within the *Integrated Planning Cycle*, the group decided to only include reaching no new infections and zero viral load in the visual. The group expressed their concerns around efforts to address ending health disparities and stigma as hard to measure. Dara suggested to include in the narrative of the update a discussion of how reducing health disparities and stigma are important factors that must be addressed in order to *get to zero*.
- **Give feedback on sections written to date**

- Dara provided work group members with an overview of the current draft of the update on the Jurisdictional Plan. She also asked for feedback on how to give credit to “the love” that goes into our HIV prevention efforts. Some suggestions included:
  - Be honest about our challenges and all the work that has been done to surpass them.
  - Work done to bring culturally appropriate HIV prevention efforts to communities that have been marginalized and underserved i.e. condoms as evidence, transgender competency trainings, > AIDS campaign, collaborations with Police Department and the work of the syringe access and disposal efforts.
  - Prevention efforts are not only focused on high level policy/structural work but also include grassroots community engagement efforts.
  - Highlight efforts beyond directly funded dollars to demonstrate our commitment to address not only HIV but also communities impacted by HIV.
- Group members had a conversation to identify the best ways in which to include epidemiological data from Marin and San Mateo into the Jurisdictional Plan update. Marin and San Mateo will provide San Francisco with their data so we can add it into our existing graphs. Maree Kay can provide assistance on how to integrate data in a way that is accurate, meaningful and simple to understand.
- San Francisco has a set of specific goals for HIV prevention. Darryl expressed his concerns regarding some of these goals not being achievable for San Mateo and asked to include in the update narrative some indication of what San Mateo’s efforts towards *getting to zero* are.
- Dara identified the many reporting requirements CHE&P is responsible for to report the progress of its HIV prevention, care and treatment efforts. She then asked the group for feedback on which to refer to while writing the update.
- David suggested to incorporate the measurements that are included in the *Integrated Planning Cycle* and create an appendix to cite the data for each indicator within the visual.
- Dara will investigate the possibility of providing Marin and San Mateo technical assistance on how to better utilize their epidemiological data through a CBA request.
- Maree Kay offered assistance with setting up Marin and San Mateo with a SASS program that would help streamline the analysis of their HIV epidemiological data.
- **Identify additional resources needed to inform plan content areas**
  - Work group members used the worksheet developed by Dara to provide insights on the goals, objectives, and other pertinent considerations for the future on the areas of the update.
  - Additional resources and other people to consult.
  - Work group members were asked to email their comments on the areas of the update they were not able to discuss in this meeting due to time constraints.
- **Discuss "Mid-Year Provider Check-in Meeting"**
  - Funded providers asked CHE&P to bring everybody together to discuss where we are in regards the goals of the current RFP from a provider perspective. This will be a 3 hour meeting and is scheduled happen in July. Elena will help coordinate this meeting.
  - Dara asked work group members to email any ideas for possible agenda items they may have directly to her or Oscar.

## **5. Summary, Evaluation, and Closure of Meeting**

- Members were asked to complete the evaluation form and return it to Oscar.

**Minutes prepared by Oscar Macias and reviewed by Jose Luis Guzman.**