

HIV Community Planning Council
COMMUNITY ENGAGEMENT COMMITTEE

Wednesday, October 7, 2020

Zoom Meeting

3:00-4:30 pm

Committee Members Present: Ben Cabangun (Co-Chair), Lee Jewell, Lily Krutel, T.J. Lee-Miyaki, Richard Sullivan, Eric Sutter (Co-Chair), Laura Thomas

Council Member Present: Kevin Hutchcroft (Gov't Co-Chair), Thomas Knoble (Gov't Co-Chair), Derrick Mapp

Committee Members Absent: Orin Allen [A], Juba Kalamka [E], Helen Lin [A], Ney Nascimento [A]

Others Present: Beth Neary (HHS), Stephen Spano (HCAP)

Support Staff Present: Melina Clark, Ali Cone, Valarie Etukudo, David Jordan, Mark Molnar

Minutes

1. Introductions

The meeting was called to order at 3:09pm pm by Co-Chair Sutter. Everyone introduced themselves and quorum was established.

2. Review/Approve October 7th 2020 DRAFT Agenda – VOTE

The October 7th 2020 DRAFT Agenda was reviewed and approved by consensus.

3. Review/Approve September 2nd 2020 DRAFT Minutes– VOTE

The September 2nd 2020 DRAFT Minutes were reviewed and approved by consensus.

4. Announcements

- CS Molnar introduced Valarie Etukudo as a new council staff member.
- CS Molnar noted Steering Committee meeting moved from October 15th to October 22nd meeting time is the same.

5. Public Comment

- None

6. HCAP Report

The Committee will receive the monthly update form the HIV Consumer Advocacy Project.

- Stephen reported concerns clients had regarding sensitivity to confidentiality and comfort regarding their medical information and their medical providers. Stephen stated that strides are being taken to ensure clients' needs are met.
- CM Sutter asked Stephen if he felt that his clients' concerns were addressed and Stephen responded that he felt they were for the most part, but he still wants to ensure his clients are satisfied with their service and service providers and mediate any concerns clients may have.

7. Needs Assessment and COLA Update – VOTE

The Committee will discuss the ongoing 2020 Needs Assessment and COLA efforts.

- CS Jordan reported that surveys have been sent out and council staff is waiting on responses from clients. Council staff is planning to give a report of survey responses in January.
 - CS Molnar asked about the time frame to report on Portuguese COLA and CS Clark responded that CM Nascimento usually translates the Portuguese COLA and she will follow up with him on how the surveys will be distributed and tracked.

8. Next Meeting Date & Agenda Items – VOTE

The next Community Engagement Committee meeting is tentatively scheduled for Wednesday, November 4th2020, Zoom.

9. Adjournment

The meeting was adjourned at 4:05 pm by Co-Chair Sutter.

Community Engagement Committee

HIV Community Planning Council

Roll Call: **P**=Present; **A**=Absent; **E**=Excused; **L**=Leave of Absence

Votes: **Y**=Yes; **N**=No; **B**=Abstain; **R**=Recused (deduct from quorum)

October 7th, 2020

roll [1] [2] [3] [4] [5] [6] [7] [8] [9] [10]

1.	Orin Allen	A											
2.	Ben Cabangun	P											
3.	Lee Jewell	P											
4.	Juba Kalamka	E											
5.	Lily Krutel	P											
6.	Helen Lin	A											
7.	T.J. Lee-Miyaki	P											
8.	Ney Nascimento	A											
9.	Richard Sullivan	P											
10.	Eric Sutter (Co-Chair)	P											
11.	Laura Thomas	P											

Ayes										
Nays										
Abstain										
Recusal										
Total										