

HIV Community Planning Council
COMMUNITY ENGAGEMENT COMMITTEE
Wednesday, October 4th, 2023
Zoom Meeting
3:00-4:30 pm

Committee Members Present: Lee Jewell, Thomas Knoble, Derrick Mapp, Richard Sullivan.

Committee Members Absent: Juba Kalamka[A], Charles Siron[A], Laura Thomas[A].

Others Present: Stephen Spano. Maria Lacayo.

Support Staff Present: David Crown, Kira Perez

Minutes

1. Introductions and Welcome

The meeting was called to order at 3:10 pm by CM Sullivan. Everyone introduced themselves and quorum was established.

2. Review/Approve October 4th, 2023 DRAFT Agenda – VOTE

The October 4th, 2023 DRAFT Agenda were reviewed and approved by consensus.

3. Review/Approve September 6th, 2023 DRAFT Minutes – VOTE

The September 6th, 2023 DRAFT Minutes was reviewed and approved by consensus.

4. Announcements

- CM Mapp announces a weekend retreat, Honoring Our Experience, and invites the group.
- Stephen Spano announces the celebration of Hirsch as he is retiring by the end of the year. The retirement party is happening in November.

5. Public Comment

- None.

6. HCAP Report –Stephen Spano

- Spano reviews a case where HCAP was contacted by housing service provider to discuss the clutter inside the clients apartment. HCAP is providing support help client connect to additional services.
- Spano reviews the case of a client that is having a hard time with swallowing and is having severe weight loss. HCAP discussed the possibility of additional food services support to help provide blended or pureed meals.
- Spano reviews a case where the challenges of using MyChart was causing real distress. Using the analogue method itself was known to lead client to empty voicemails. It is noted that communication around accessing documents or care files is causing stress.
 - CM Mapp emphasizes the impact the system might actually be. Causing capacity issues leading to communication issues. Mapp notes a concern, stating that as we continue to look at further cuts in our system, we are going to see a bit more of this as well.
 - Spano notes that it shouldn't take a lawyer calling to ensure the client receives ample responsiveness.
- CM Knoble asks, what is the intent of sharing this case, whether its situational awareness or is action necessary from the council.

- Spano answers that there is care in bringing up consistent issues. In hopes that this can be brought to the full council and other subcommittees to see if guidelines or funding can be brought to alleviate this stress.
- CM Jewell asks CM Knoble what we can do in this committee to leverage our power.
 - CM Knoble answers that it is still powerful to have situational awareness, but wonders how to level up our services to alleviate the stress.
- CM Jewell offers that Spano keeps track of these issues to track a trend to then recommend to providers to better help with telehealth.
- CM Sullivan notes this is not the first time we have heard about service provider communication. CM Sullivan asks for specific communication errors and specifically where they come from.
- Spano responds that this HCAP report is exactly that tracking. Spano notes that we as committee can leverage our power to bring these issues to Steering or the Full Council.
- CM Mapp notes it's good to keep in mind for the direction of our COLAs and Focus Groups to get more answers around these specific topics.

7. Needs Assessment/ COLA Update

- CS Perez updates the group on a recent Needs Assessment that occurred this week with 15 participants of PLWH:Latina/o/x.
- CS Perez updates the group on the lack of attendance for COLA target folks experiencing eviction.
 - The group discusses ways to combat lack of attendance. The group agrees maybe this was too unique of a population for a COLA, but is a good pilot for a future Needs Assessment.

8. Next Meeting Date & Agenda Items – VOTE

The Community Engagement Committee members will discuss when the next meeting will be scheduled. Next meeting will be Wednesday November 1st, 2023.

9. Adjournment

Meeting was adjournment at 4:12 PM by CM Sullivan.

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 4, 2023

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

1.	Lee Jewell	P										
2.	Juba Kalamka	A										
3.	Derrick Mapp (Co-Chair)	P										
4.	Charles Siron	A										
5.	Richard Sullivan (Co-Chair)	P										

6.	Laura Thomas	A										
	7. Thomas Knoble	P										

Ayes										
Nayes										
Abstain										
Recusal										
Total	4									