

HIV Community Planning Council  
COMMUNITY ENGAGEMENT COMMITTEE  
Wednesday, April 3rd, 2024  
Zoom Meeting  
3:00-4:30 pm

**Committee Members Present:** Ed Chitty, Elyse Griffin, Lee Jewell, Reina Hernandez, Thomas Knoble, Derrick Mapp, Richard Sullivan

**Committee Members Absent:** Paul Harkin [A], Juba Kalamka [A], Charles Siron [E], Gwen Smith [LOA]

**Others Present:** Stephen Spano

**Support Staff Present:** Kira Perez, Kat Tajgeer

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### *Minutes*

- **Introductions and Welcome**

The meeting was called to order at 3:03 pm by CM Mapp. Everyone introduced themselves and quorum was established.

- **Review/Approve April 3<sup>rd</sup>, 2024 DRAFT Agenda – VOTE**

The April 3<sup>rd</sup>, 2024 DRAFT Agenda was reviewed and approved.

- **Review/Approve March 6<sup>th</sup>, 2024 DRAFT Minutes – VOTE**

The March 6<sup>th</sup>, 2024 DRAFT Minutes were reviewed and approved.

- **Announcements**

- None.

- **Public Comment**

- None.

- **HCAP – Stephen Spano**

- Stephen highlights that he had a case come in this week involving a client who was terminated by a dental service provider. He will begin gathering more information on the case to determine what happened and will advocate accordingly.
- Stephen highlights that this was the second year in a row that the HCAP report shows a decrease in the number of emergency financial assistance cases. He notes that emergency financial assistance is a highly needed service. He voices concern that when it comes to end of year prioritization and funding that emergency financial assistance won't be prioritized since the report doesn't reflect that it was a highly needed service. He proposes to the committee that cases where clients request this service but are unable to access it that they be noted as access issues and that services were unavailable.
  - CM Mapp agrees with cases being tracked that way and asks the committee if anyone has any concerns about that. No concerns were voiced and CM Mapp approves Stephen's proposal for tracking these cases.
- CM Knoble acknowledges Stephen for doing a great job with the HCAP report and presentation at the Full Council meeting.

- **Needs Assessment/ COLA Update**

- CS Perez updates the group on Needs Assessment and COLA progress. She shares that outreach for the Needs Assessment began at the end of March. She notes that the survey for the COLA is being drafted and that it is based on the survey questions that were used for the Needs Assessment.
  - CM Hernandez asks what the committee’s role is in the Needs Assessment/COLA and asks if they help with outreach. CS Perez confirms that Council Staff is responsible for outreach, and that the committee’s role is to choose the target groups for the Needs Assessment/COLA. She shares that the 2024 Needs Assessment focus group will be the Black/African American community and the COLA focus group will be youth.
- CS Perez provides an update that the 2023 Needs Assessment will be presented at the Full Council meeting in May.

- **Next Meeting Date & Agenda Items – VOTE**

*The next Community Engagement Committee meeting will be scheduled for May 1<sup>st</sup>, 2024 via Zoom.*

- **Adjournment**

Meeting was adjourned at 3:23 pm by CM Mapp.

**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)

**April 3<sup>rd</sup>, 2024**

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

1.	Ed Chitty	P	Y	Y									
2.	Lee Jewell	P	Y	Y									
3.	Paul Harkin	A	-	-									
4.	Reina Hernandez	P	Y	Y									
5.	Juba Kalamka	A	-	-									
6.	Thomas Knoble	P	Y	Y									
7.	Derrick Mapp (Co-Chair)	P	Y	Y									
8.	Charles Siron	E	-	-									
9.	Gwen Smith	LOA	-	-									
10.	Richard Sullivan (Co-Chair)	P	Y	Y									

11.	Laura Thomas	P	Y	Y								
12.	Elyse Griffin	P	-	-								

<b>Ayes</b>		7	7								
<b>Nays</b>		0	0								
<b>Abstain</b>		0	0								
<b>Recusal</b>		0	0								
<b>Total</b>		7	7								