

HIV Community Planning Council
COMMUNITY ENGAGEMENT COMMITTEE
Wednesday, February 7th, 2024
Zoom Meeting
3:00-4:30 pm

Committee Members Present: Lee Jewell, Ed Chitty, Thomas Knoble, Richard Sullivan,

Committee Members Absent: Juba Kalamka [A], Derrick Mapp [A], Charles Siron [E], Gwen Smith [LOA], Laura Thomas [A], Paul Hardin [E]

Others Present: Maria Lacayo, Stephen Spano

Support Staff Present: Kira Perez, Mark Molnar

Minutes

1. Introductions and Welcome

The meeting was called to order at 3:07 pm by CM Sullivan. Everyone introduced themselves and quorum was not established.

2. Review/Approve February 7th, 2024 DRAFT Agenda – VOTE

The February 7th, 2024 DRAFT Agenda were reviewed.

3. Review/Approve November 1st, 2023 DRAFT Minutes – VOTE

The November 1st, 2023 DRAFT Minutes was reviewed.

4. Announcements

- None.

5. Public Comment

- None.

6. HCAP Report –Stephen Spano

- Stephen Spano reviews the HCAP report for January 2024. He highlights a dental case in which the system of care lost a consumer due to the client not having a resolution in a timely manner. He explains that this could have been an avoidable issue.
 - CS Molnar adds that the Program Manager at DPH should be notified of the issue so that the provider is aware.
 - CM Sullivan asks if the service provider will go unpunished or what happens next?
 - Spano answers that the goal of HCAP is not punitive, but what he can do is support the client through the grievance process. On one hand, the issue was resolved because the collection agency was notified, meaning they will stop trying to collect payment from this consumer. On the other hand, nobody from the billing department responded to his inquiries.
- Spano discusses a second case where a client had been issued a restraining order in a facility where they accessed services to other organizations.
 - CS Molnar and CM Knoble note how unfortunate it is that there are not additional options for access to Food and Primary Care Providers so that the client can go elsewhere.
 - Spano adds that so far, the people in the building and those at those individual organizations have been understanding and the client can continue to step foot in the building. He just doesn't know if there will come a time where there will be an issue because of the restraining order.

- CM Sullivan adds that there was a time that he was banned from going into an agency providing food/ groceries, but everyone in that org was very understanding and they assigned someone to do his shopping for him while he waited outside.

7. Committee Mission Review

- CS Molnar reviews the goals and purposes of this committee with the group. He highlights the purpose of this committee through the HCAP report and Needs Assessment/COLA activities. This group receives HCAP reports and simply advises rather than responding to case issues.

8. Co-chair Elections – VOTE

- The group discusses potential nominees for this year’s co-chairs. Unfortunately, due to lack of quorum, a nomination did not take place. CM Jewell offered to facilitate next month’s meeting.

9. Needs Assessment/ COLA Update

- CS Perez updates the group on Needs Assessment and COLA progress.
 - Needs Assessment: The group reviews the Needs Assessment Presentation that will be showed during March’s Full Council meeting. It includes qualitative and quantitative data from the Needs Assessment as well as report back information from last year’s COLA target.
- COLA: The current COLA targets are Black/ African American and youth (18yrs – 24yrs). CS Molnar mentions that since both of these targets are important groups, making one of them a Needs Assessment target for 2024 may be the best approach to tackle both of these target groups. He suggest making Black/ African American the Needs Assessment 2024 target.

10. Needs Assessment Target – VOTE

- CS Molnar discusses potential target groups for the 2024 Needs Assessment. He specifically suggests having Black/African American as the 2024 Needs Assessment focus group based off of earlier discussions.
 - The group agrees and make this a recommendation to be voted on in the Full Council meeting.
- CM Knoble mentions that a previous suggestion had been made for homeless/unhoused as a potential target group.
 - CS Molnar then suggests that they make this a COLA target along with Youth.
 - The group agrees and will define this group once it is time to begin on outreach for this COLA.

11. Next Meeting Date & Agenda Items – VOTE

The next Community Engagement Committee meeting will be scheduled for March 6th, 2024 via Zoom.

12. Adjournment

Meeting was adjournment at 4:25 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)

January 10th, 2024

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

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

Ayes													
Nays													
Abstain													
Recusal													
Total	4												