

HIV Community Planning Council  
COMMUNITY ENGAGEMENT COMMITTEE  
Wednesday, November 13<sup>th</sup>, 2024  
Zoom Meeting  
3:00-4:30 pm

**Committee Members Present:** Erwin Barrios, Franco Chevalier, Lee Jewell, Thomas Knoble, Richard Sullivan

**Committee Members Absent:** Ed Chitty [E], Jesus Guillen [E], Reina Hernandez [A], Juba Kalamka [E], Derrick Mapp [E], Charles Siron [E], Laura Thomas [A]

**Others Present:** Maria Lacayo, Stephen Spano

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

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### *Minutes*

#### **1. Introductions and Welcome**

The meeting was called to order at 3:08 pm by CM Sullivan. Everyone introduced themselves and quorum was established.

#### **2. Review/Approve November 13<sup>th</sup>, 2024 DRAFT Agenda – VOTE**

The November 13<sup>th</sup>, 2024 DRAFT Agenda was reviewed and approved.

#### **3. Review/Approve October 2<sup>nd</sup>, 2024 DRAFT Minutes – VOTE**

The October 2<sup>nd</sup>, 2024 DRAFT Minutes were reviewed and approved.

#### **4. Announcements**

- CS Tajgeer will be sending out updated calendar invites for 2025's Community Engagement meetings.

#### **5. Public Comment**

- None.

#### **6. HCAP Report**

- Stephen Spano shares this month's HCAP report. He highlights a case in which a client requested Emergency Financial Assistance for a housing related cost, but the client's income exceeds the income eligibility limit by \$100.
  - CS Molnar inquires about the eligibility criteria and if it's the same they use when looking at federal poverty level (FPL).
    - ❖ Spano says he believes they are different and isn't sure if the service provider uses FPL for their eligibility requirements. Their initial impression was that this was an HIV service provider, but it turns out they are not. He does not have a clear understanding of the eligibility requirements. He believes the eligibility requirements have been raised.
- Spano highlights a case in which a client reported being sexually assaulted by the person doing their food delivery. Spano notes the service provider took swift action in opening an investigation and that the delivery person is no longer employed for the service provider. The service provider has been very responsive and offered alternative methods to proceed with deliveries, but the client has declined at this time. The client has been connected to UCSF Trauma Center and various psychosocial supports.
  - Maria Lacayo asks if the delivery person's employment was terminated by the service provider.

- ❖ Spano says he did not inquire about what happened with this, as it may be against employment law for the service provider to disclose this information. They review the typical investigation procedure that employers typically take.
- Spano highlights a case in which a client reported their dentures were lost by either the dental service provider or their lab and the replacement cost exceeded what the client could afford. HCAP met with both the client and service provider and they were able to get a referral for the client to get replacement dentures at no cost to the client. Additionally, as a result of this incident, the service provider is instituting additional protections to prevent this from happening in the future.
- Spano provides an update on a case he presented previously regarding a client using a Housing Choice Voucher (HCV) and was experiencing delays accessing housing. The client has since secured housing and moved in. Spano highlights the effort it took to get the client housed.

**7. Needs Assessment Presentation**

- CS Perez shares the 2024 Needs Assessment report, noting the focus group was the Black/African American community, as chosen by the Community Engagement Committee. Outreach took place between March and October of 2024 and there both in-person focus groups and 1:1 phone interviews were conducted, yielding a total of 31 participants. CS Perez reviews demographics of the participants and highlights findings from the interviews. She displays the service category ranking exercise, noting that primary medical care ranked the highest, and hospice ranked last. She presents the recommendations to the HCPC that came from the Needs Assessment.
  - CM Knoble asks if she can add in the demographics for sexual orientation and inquires how many participants were LGBTQ+.
    - ❖ CS Perez will add this information in to the presentation.
  - Stephen Spano notes that it would be helpful to have the gender demographics displayed.
    - ❖ CS Perez will include this information, too.

**8. Next Meeting Date & Agenda Items – VOTE**

*The Committee voted to cancel the December meeting and to meet next in January, refer to column (3).*

*The next Community Engagement Committee meeting will be scheduled for January 8<sup>th</sup>, 2025 via Zoom.*

**9. Adjournment**

Meeting was adjourned at 3:44 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)

**November 13<sup>th</sup>, 2024**

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

1.	Franco Chevalier	P	Y	Y	Y							
2.	Ed Chitty	E	-	-	-							
3.	Jesus Guillen	E	-	-	-							
4.	Reina Hernandez	A	-	-	-							

5.	Lee Jewell	P	Y	Y	Y							
6.	Juba Kalamka	E	-	-	-							
7.	Thomas Knoble	P	Y	Y	Y							
8.	Derrick Mapp (Co-Chair)	E	-	-	-							
9.	Charles Siron	E	-	-	-							
10.	Richard Sullivan (Co-Chair)	P	Y	Y	Y							
11.	Laura Thomas	A	-	-	-							
12.	Erwin Barrios	P										

<b>Ayes</b>		4	4	4							
<b>Nayes</b>		0	0	0							
<b>Abstain</b>		0	0	0							
<b>Recusal</b>		0	0	0							
<b>Total</b>		4	4	4							