

HIV Community Planning Council
COMMUNITY ENGAGEMENT COMMITTEE
Wednesday, January 8th, 2025
Zoom Meeting
3:00-4:30 pm

Committee Members Present: Franco Chevalier, Lee Jewell, Thomas Knoble, Richard Sullivan, Laura Thomas

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

Others Present: Stephen Spano

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

Minutes

1. Introductions and Welcome

The meeting was called to order at 3:01 pm by CM Sullivan. Everyone introduced themselves and quorum was established.

2. Review/Approve January 8th, 2025 DRAFT Agenda – VOTE

The January 8th, 2025 DRAFT Agenda was reviewed and approved.

3. Review/Approve November 6th, 2024 DRAFT Minutes – VOTE

The November 6th, 2024 DRAFT Minutes were reviewed and approved.

4. Announcements

- None.

5. Public Comment

- None.

6. Co-Chair Elections – VOTE

- CS Molnar opens the floor for co-chair nominations. The group discussed nominees and nominated CM Sullivan and CM Chevalier, both of whom accepted the nominations.

Motion: CM Thomas nominates CM Sullivan as co-chair of the Committee for the year.

Second: CM Jewell seconds this motion.

Motion passes through consensus, refer to column (3).

Motion: CM Jewell nominates CM Chevalier as co-chair of the Committee for the year.

Second: CM Thomas seconds this motion.

Motion passes through consensus, refer to column (4).

7. HCAP Report

- Stephen Spano shares this month's HCAP report and highlights several cases. One involved a client whose grievance email was misconstrued as threatening, leading to security involvement, but DPH responded quickly, and Spano was present when the client was deemed not a threat. Another case concerned a hospice resident given three days' notice to leave, with their only relocation option being their home, which was unsafe for them. HCAP successfully advocated for an additional weekend of residency to arrange proper in-home supports for the client. Spano also reported on a client who felt unsupported by their service provider and successfully self-advocated for a new one. Lastly, a client was worried about their private health information (PHI) being left unsecured after their mental health provider ceased operations. The County responded swiftly, identified a potential confidentiality breach, and Spano referred the client to an organization for PHI protection.

- CM Thomas thanks Spano for navigating these issues and she appreciates his approach and resolve to get them done.

8. COLA Update

- CS Perez updates the group that the target population is youth with HIV and that COLA recruitment is still ongoing. She notes she has been working on doing outreach to various organizations but has yet to hear back from any. She is hopeful they will be able to get a focus group scheduled shortly.
 - CM Chevalier asks which organizations she’s reached out to but hasn’t heard back from.
 - ❖ CS Perez says Instituto Familiar de la Raza has not responded.
 - CM Chevalier asks if she has reached out to Larkin.
 - i. CS Perez confirms they have been in touch with Larkin but they were not able to provide her with a list of folks that she could recruit from. She notes she did send the COLA flyer to them so that interested folks could contact her.

9. Needs Assessment Target – VOTE

- CS Perez discusses potential target groups for the 2025 Needs Assessment and notes there have been suggestions around seniors and/or Long-Term Survivors.
 - CS Molnar notes that there has been a lot of energy around these communities and there hasn’t been a Needs Assessment conducted on these target populations in a number of years. He adds that the Committee would need to set parameters around these populations if they were chosen.
- The group discusses the suggested target populations and agrees on selecting people over the age of 65 as the target population.

Motion: CM Thomas motions to make the target population of the Needs Assessment people over the age of 65.

Second: CM Jewell seconds this motion.

Motion passes through consensus, refer to column (5).

10. Next Meeting Date & Agenda Items – VOTE

The next Community Engagement Committee meeting will be scheduled for February 5th, 2025 via Zoom.

11. Adjournment

Meeting was adjourned at 4:04 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)

January 8th, 2025

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

1.	Franco Chevalier	P	Y	Y	Y	Y						
2.	Ed Chitty	A	-	-	-	-						
3.	Jesus Guillen	A	-	-	-	-						
4.	Reina Hernandez	A	-	-	-	-						
5.	Lee Jewell	P	Y	Y	Y	Y						
6.	Juba Kalamka	A	-	-	-	-						

7.	Thomas Knoble	P	Y	Y	Y	Y						
8.	Derrick Mapp (Co-Chair)	E	-	-	-	-						
9.	Charles Siron	E	-	-	-	-						
10.	Richard Sullivan (Co-Chair)	P	Y	Y	Y	Y						
11.	Laura Thomas	P	Y	Y	Y	Y						



Ayes		5	5	5	5							
Nays		0	0	0	0							
Abstain		0	0	0	0							
Recusal		0	0	0	0							
Total		5	5	5	5							