

HIV Community Planning Council
COMMUNITY ENGAGEMENT COMMITTEE

Wednesday, June 4th, 2025

Zoom Meeting

3:00-4:30 pm

Committee Members Present: Franco Chevalier, Lee Jewell, Thomas Knoble, T.J. Lee-Miyaki, Derrick Mapp, Nikos Pecoraro, Richard Sullivan, Laura Thomas

Committee Members Absent: Jesus Guillen [A], Juba Kalamka [A], Charles Siron [E]

Others Present: John Aynsley, Beth Neary, Stephen Spano

Support Staff Present: Mark Molnar, Kat Tajgeer

Minutes

1. Introductions and Welcome

The meeting was called to order at 3:14 pm by CM Sullivan. Everyone introduced themselves and quorum was established.

2. Review/Approve June 4th, 2025 DRAFT Agenda – VOTE

The June 4th, 2025 DRAFT Agenda was reviewed and approved.

3. Review/Approve May 7th, 2025 DRAFT Minutes – VOTE

The May 7th, 2025 DRAFT Minutes were reviewed and approved.

4. Announcements

- None.

5. Public Comment

- None.

6. HCAP Report

- Stephen Spano shares this month's HCAP report and highlights two cases. The first case they highlight is one involving a client in a residential substance use facility who relapsed and was provided a behavioral stipulation plan. Spano highlights that one of the stipulations was a requirement that the client relocate to another room in the facility, which posed a problem for the client and their service animal, and said the client currently lived in the only room with access to the backyard to be able to take their service animal outside. Spano has filed reasonable accommodation and is waiting on a response from the service provider. Spano highlights a second case in which she was contacted by a subsidy provider who was having trouble contacting their client and tenant and requested HCAP support. HCAP has connected with Legal Services to request case management support and are attempting to contact the Client.

- CM Knoble thanks Spano for their presentation at last month's Full Council meeting.

7. Carry Forward Allocation – VOTE

- CS Molnar provides brief overview of the annual Carry Forward Funding process, noting that they are unspent Ryan White Part A (RWPA) funds that community-based organizations (CBO) didn't spend down before the end of the contract year. The remaining funds must be used for projects that can be completed before the end of the contract year. CS Molnar reviews the service categories HHS is recommending the Carry Forward Funds be used for:
 - ❖ Food/Home Delivered Meals – \$288,122
 - ❖ Emergency Financial Assistance – \$190,000
 - ❖ Other Professional Services – \$25,000
 - ❖ Psychosocial Support – \$15,000

- CM Thomas notes that Food Services are being cut under the City’s new administration.
- CM Chevalier asks regarding funding, if there’s a need elsewhere, can it be used for those or only for what is suggested?
 - ❖ CS Molnar says the recommendations change yearly but notes that Food and Emergency Financial Assistance are typically seen year after year. He highlights some special projects that have been funded in the past.
- CM Jewell asks what the process was for these recommendations to get to the Council?
 - ❖ Beth Neary says the HHS Finance team receives the amount of unspent dollars and they refer to last year’s recommendations for what might be needed this year.
 - John Aynsley adds that the funding has to go to service categories that are already being funded.
- CM Chevalier asks what happens to the funds if they aren’t spent by February?
 - ❖ Neary says these recommendations are based on funds that can be spent by February.
 - CM Chevalier asks if they get a report out about what funds aren’t used?
 - i. Neary says they do receive a report and they’d be happy to share.
- CM Sullivan thinks the suggestions are excellent.

Motion: CM Jewell motions to approve the HHS Carry Forward Funds recommendations.

Second: CM Lee-Miyaki second this motion.

Motion passes through a roll call vote, refer to column (3).

8. Needs Assessment/COLA Update

- CS Tajgeer provides an update on COLA, noting there have been no changes in participation or interest.
- CS Tajgeer provides an update on the Needs Assessment, noting they are continuing outreach efforts and have seen quite an interest in participation. So far, they have been able to interview 15 participants and are continuing outreach to gather more participants.

9. Next Meeting Date & Agenda Items – VOTE

The next Community Engagement Committee meeting will be scheduled for July 2nd, 2025 via Zoom.

10. Adjournment

Meeting was adjourned at 3:59 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)

June 4th, 2025

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

1.	Franco Chevalier (Co-Chair)	P	Y	Y	Y								
2.	Jesus Guillen	A	-	-	-								
3.	Reina Hernandez	LOA											
4.	Lee Jewell	P	Y	Y	Y								
5.	Juba Kalamka	A											
6.	Thomas Knoble	P	Y	Y	B								

7.	T.J. Lee-Miyaki	P	Y	Y	Y							
8.	Derrick Mapp	P	Y	Y	Y							
9.	Charles Siron	E	-	-	-							
10.	Richard Sullivan (Co-Chair)	P	Y	Y	Y							
11.	Laura Thomas	P	Y	Y	Y							
12.	Nikos Pecoraro	P										

Ayes		7	7	6						
Nayes		0	0	0						
Abstain		0	0	1						
Recusal		0	0	0						
Total	8	7	7	7						