

HIV Community Planning Council
COMMUNITY ENGAGEMENT COMMITTEE
Wednesday, August 5th, 2026
Zoom Meeting
3:00-4:00 pm

Committee Members Present: Erwin Barrios, Jesse Brooks, Thomas Knoble, T. J. Lee-Miyaki, Andre Robertson, Richard Sullivan, Laura Thomas

Committee Members Absent: Lee Jewell [E], Derrick Mapp [LOA], Charles Siron [E]

Others Present: Beth Neary, Stephen Spano

Support Staff Present: Kira Perez, Kat Téllez

Minutes

1. Introductions and Welcome

The meeting was called to order at 3:05 pm by CS Perez. Everyone introduced themselves and quorum was established.

2. Review/Approve August 5th, 2026 DRAFT Agenda – VOTE

The August 5th, 2026 DRAFT Agenda was reviewed and approved by consensus.

3. Review/Approve July 1st, 2026 DRAFT Minutes – VOTE

The July 1st, 2026 DRAFT Minutes were reviewed and approved by consensus.

4. Announcements

- CM Lee-Miyaki asked CS Perez if she has heard back from the Mayor's Office of Appointments yet?
 - CS Perez confirmed she has not heard back from them yet, but she reached out this morning for an update and is hoping to hear back shortly.
 - ❖ CM Lee-Miyaki asked if folks are still able to vote if they are awaiting a decision on their renewal application?
 - CS Perez confirmed that folks are still able to vote.
- Beth Neary announced that the Ryan White conference is taking place this week. She noted that a few folks from HIV Health Services (HHS) and the HCPC are attending in-person, and many folks from HHS are attending virtually.

5. Public Comment

- None.

6. HCAP Report

- Stephen Spano shared the HCAP report and reviewed pertinent cases. First, Spano thanked Beth Neary for her support with one of his clients. He noted this client isn't on the report but discussed a client who has been struggling with their wheelchair. Spano is in the process of connecting with this client to hopefully get them involved with a pilot program through the Independent Living Resource Center that has a small contract through the Department of Aging and Adult Services. The first case they highlighted is a client success regarding a client who had a cohabitation issue with their roommate's hygiene management. Through the grievance process, Spano was able to successfully advocate for the client to be relocated to a different room within the same facility and client remains stably housed. The second case Spano highlighted was one regarding a client who participated in a study with a Service Provider in which they received a gift card in exchange for completing a survey and having an MRI completed. The client has been trying to obtain their MRI results but has been unsuccessful in doing so. Spano has been working with the client and Service Provider to try to obtain the records and is still in the process of investigating. The final case Spano highlighted is one

involving a client who felt under supported in their support group with their Service Provider. The client no longer wishes to work with the Service Provider but is reliant upon some of their services and offerings. HCAP was able to successfully arrange for the use of a proxy to help the client keep access to the services they need and remain in touch with the case manager. The Service Provider addressed the grievance in writing, extended an apology to the client, and has implemented new training for the facilitators of the support group.

- CM Thomas asked if the MRI was completed at UCSF or a UCSF facility?
 - ❖ Spano said they can talk offline about this.
 - CM Thomas said if it did take place at UCSF there is an ombudsperson that can help answer questions about research and might be able to help Spano get the answers he is looking for.
 - i. Spano said if she has that contact information, that would be helpful.
- CM Sullivan asked for clarification about getting the results from the MRI and why it is so difficult?
 - ❖ Spano said agencies are allowed to put parameters around access to records and discuss reasons as to why it has been challenging.

7. COLA/Needs Assessment Update

- CS Perez shared a Needs Assessment update, noting that Council Staff have begun outreach and they have already conducted several individual interviews. CS Perez will be conducting the Spanish interviews and CS Téllez will conduct the English ones. They are hoping to be able to host a focus group soon.

8. Next Meeting Date & Agenda Items – VOTE

The next Community Engagement Committee meeting will be scheduled for September 2nd, 2026 via Zoom.

9. Adjournment

Meeting was adjourned at 3:23pm by CS Perez.

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)

August 5, 2026

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

1.	Erwin Barrios	P										
2.	Jesse Brooks	P										
3.	Lee Jewell (Co-Chair)	E										
4.	Thomas Knoble	P										
5.	T. J. Lee-Miyaki	P										
6.	Derrick Mapp (Co-Chair)	LOA										
7.	Andre Robertson	P										
8.	Charles Siron	E										
9.	Richard Sullivan	P										

