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# DELAWARE HIV PLANNING COUNCIL

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Meeting Agenda  
July 14, 2020  
12:00 p.m. – 3:00 p.m.

## Call to Order

### Introductions

- I. Reading and Approval of Minutes
  - Minutes for the May 20, 2020 meeting of the HPC
- II. Reports of Officers, Boards, and Standing Committees
  - Executive Committee
  - Staff Support
  - MCE
  - TLC
  - SoC
- III. Unfinished Business and General Orders
- IV. New Business
- V. Program
  - Presentation from Glenn Pruitt: MCE Survey
  - Presentation from James Downing
- VI. Discussion: Emerging Trends
- VII. Announcements

## Adjournment

Delaware HIV Planning Council  
HPC Meeting Minutes  
Wednesday, May 20, 2020

NOTE: This meeting was held via ZOOM teleconference because of the ongoing COVID-19 pandemic.

Attending: Suzan Abdallah, Glen Pruitt, Stanley Waite, John Gardner, Paula Wood, Arlene Binscik, Frank Hawkins, Ochoa, Michael Valentin, Janice Heinszen, Tyler Berl, Marc Messner, Brad Shannon, Kristine Major, David C., Sal Seeley, Jerry F., Ismael Medina, Steven P, Dara Hunter, Dr. Rashida Abdul-Khabeer, Roshaunda Ingram, R. Charles, Nancy Durham, Jeffrey Leach, Suzanne Tait, Veronica Camino, Wade Jones, Barb Messick, Nancy McGee, and a number of unidentified phone numbers.

**Welcome & Introductions** – Glen Pruitt of Seven Keys Consulting welcomed participants and went over some housekeeping items including description of acronyms used and that non-speakers would be muted. He asked anyone who wanted to speak to with raise their hands or use the CHAT feature to submit a question. Suzan mentioned that there would be working group reports, two presentations, and a vote to confirm the community co-chair at the end of the meeting.

**Meeting Minutes** – Janice Heinszen made a motion to approve the minutes to the January meeting as distributed, seconded by Suzanne Tait, and all approved the motion.

#### **Working Group Reports:**

**Executive Committee** – Suzan said that the Executive Committee had held several teleconferences to set up the logistics for this meeting, the first HPC virtual meeting held. Discussions included the agenda for this meeting, the addition and deletion of voting members of the body, and the vote for selecting the new community co-chair.

**Systems of Care (SOC) and Testing and Linkage to Care (TLC) Working Groups** – Suzan reported that the SOC/TLC working groups met through teleconference and discussed the future lifting of the State of Emergency and reopening of HIV healthcare and support services agencies, and how that would work for PLWH. The group reviewed current guidelines and recommendation from CDC and DPH. They also discussed the expansion of available MH services for clients and suggested consideration of the staff that may be experiencing MH issues during the pandemic. SOC also discussed the 5 year timeline, reviewed data sources to inform the next integrated plan, as well as some data on stigma, which is an ongoing concern.

**Retention and Viral Suppression (RVS) Working Group** – Suzan reported that the group met through teleconference and discussed how data for the consumer survey could be collected in light of the COVID-19 threat, including using virtual tools to gather focus groups. RVS also discussed the U=U campaign being planned by the State and how ASOs could assist in implementing this campaign with no expense.

**Membership and Community Engagement (MCE) Working Group** – Suzan reported that the MCE group last met in January and assigned tasks to group members to conduct its annual analysis of the diversity of the HPC group/voting members, to make recommendations to the Executive Committee about development and recruiting new members. The group discussed and identified current diversity deficiencies and set specific recruitment goals to eliminate those deficiencies. Suzan announced that in the past few months, the HPC had lost a number of voting members including Peter Houle, Pat Lincoln, and Stacey Garlic. She also said that the MCE group had completed a review and is welcoming the new voting members Sal Seeley (CAMP), Jerry Filbin (CAMP), and Brad Shannon (DHC).

Glen announced that Jeffrey Leach has indeed made his intention known to be the Community Co-chair for the HPC. Glen said that in lieu of voting by raising hands, that voting members should use the ZOOM Chat feature to send a message to Suzan either approving or disproving Jeff as the Community Co-Chair. The results will be made public after the two presentations.

Presentation 1 – Dr. Rashida Abdul-Khabeer gave a presentation on Diversity and Community Engagement and why it matters now more than ever. She highlighted the role of community engagement and involvement in all the stages of the HIV prevention and care continuum.

Glenn announced that the voting was closed and that Jeffrey Leach has been elected Community Co-Chair without exception.

Presentation 2 – Wade Jones announced a mini-grant program available to service agencies that provide behavioral health support services during the COVID-19 crisis.

Announcements:

Suzan said that she had heard from management at the Central YMCA in Wilmington that safe meeting space is available to non-profits at this time. Anyone interested in using a space for meetings should contact the Y directly.

Adjournment: The ZOOM meeting was adjourned without objection at 2:00 pm.