



DELAWARE HIV PLANNING COUNCIL

Meeting Agenda
January 13th, 2021
12:00 p.m. – 2:00 p.m.

Call to Order

Introductions – Welcome New Members

- I. Reading and Approval of Minutes
 - Minutes for the November 17th, 2020
- II. Reports of Officers, Boards, and Standing Committees
 - Executive Committee
 - Staff Support
 - Membership & Community Engagement (MCE)
 - Testing & Linkage to Care (TLC)
 - Retention & Viral Suppression (RVS)
 - Systems of Care (SoC)
 - Positive Action Committee (PAC)
- III. Presentations:
 - “PrEP and the Correctional System: Marina Leonardos, PA-C Senior HIV Prevention Medical Scientist with Gilead
- IV. New Business
- V. Program
- VI. Discussion: Covid Study with University of Delaware
- VII. Announcements

Adjournment



DELAWARE HIV PLANNING COUNCIL

The **Delaware HIV Planning Council** meeting minutes from **November 17th 2020**.

Attendance:

Voting Members: Jeffrey Leach, Ray Collins, Glen Pruitt, Charlene Rodriguez, Brad Shannon, Suzanne Tait, Bob Vella, Stanley Waite. Suzan Abdallah, Jalina Booker, John Gardner, Roshaunda Ingram, Judy Nelson, Jim Dowling, Paula Wood.

Stakeholders: Valerie Earnshaw, Arlene Bincsik, Janice Heinssen, Darryl Sparks, Brian Wharton, Nina Bennett, Daniel Lahera, Richard Holiday Michael Boyd, Dara Hall, Councilwoman Rysheema Dixon, Blake Rowley, Krista Hein, Mike Valentin, Veronica Canino, Jerome Smalls, Desiree Surplus, Constance Johnson

Facilitators: Jordan M Hines, Tyler Berl, Scott MacKenzie

I. Call to Order

Glen Pruitt, Community Co-chair, called the meeting to order at 12:05 pm. Jordan Hines conducted a roll call of voting members for the record. Glen gave a short presentation about the HIV Planning Council, its purpose, and how it functions in its advisory capacity to the Delaware Division of Public Health.

II. Approval of Minutes

Glen announced that the minutes to the previous meeting had been distributed with the agenda for today's meeting. He said that the one addition requested was to add the stakeholders to attendance for the last meeting and said that Jordan would do this. He asked for a motion to approve the minutes with that revision. John Gardner made a motion to approve the minutes as amended, seconded by Jeff Leach, and the motion passed.

III. Executive Committee Report 1/5/21

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leaders</i>	<i>Due Date</i>
<ul style="list-style-type: none"> <i>Committee discuss the new member's orientation and approved the following members to join HPC as voting members: Adrienne Wallace, Venessa Karpeh, Lillian Oliver, Rose C. Porter, Monica Shockley Porter, Daniel Lahera. There are two additional members that participated in the orientation and will be approved once their full application has been submitted.</i> <i>HPC website draft will be reviewed at a later date</i> 	•	•	•

IV. Staff Report

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leaders</i>	<i>Due Date</i>
<ul style="list-style-type: none"> <i>Jordan reported he has started working with the HPC new webmaster and will have a draft for the executive committee to review end of January 2021.</i> 			



DELAWARE HIV PLANNING COUNCIL

V. Membership & Community Engagement Committee Report: 12/10/20

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leader</i>	<i>Due Date</i>
<ul style="list-style-type: none"> Members discussed and revise the content of the new membership orientation PowerPoint Presentation and made edits to the HPC Application. 	Submit New Members Application to Executive Committee	Jordan Hines	1/5/21

VI. Testing & Linkage to Care Report: 12/17/20

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leader</i>	<i>Due Date</i>
<ul style="list-style-type: none"> A select few members of this committee have seen Marina Leonardos Presentation on PrEP & the Correctional System. This committee felt after Marina provides her presentation to the entire HPC, this committee could regroup, discuss ways to address the issues presented by Marina presentation. The committee explored ways to enhance marketing for testing sites similar to how the Covid testing sites are being marketed. Bob Vella shared the average number of test annually is 11,000 and currently under 5,000 test due to Covid but still feels that testing is on a good track. 			

VII. Retention & Viral Suppression Report: 12/17/20

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leader</i>	<i>Due Date</i>
<ul style="list-style-type: none"> Members of this committee recognized that they have not evaluated the Epi profile in over a year, data etc. because of that, it was unanimously agreed that this committee will reconvene to evaluate the epi profile, the findings from the covid study taking place from U/D, highlight gaps, barriers etc. at the beginning of 2021 and bring this committee finding back to HPC. 			

VIII. Systems of Care Report: 12/17/20

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leader</i>	<i>Due Date</i>
<ul style="list-style-type: none"> Committee members expressed the need to receive progress reports and/or frequent updates of the five-year plan. Evaluation of workforce was discussed due to the many individuals that seeking retirement—evaluating how those position will impact PLWHA if those positions are no longer around. 			



DELAWARE HIV PLANNING COUNCIL

X. Positive Action Committee Report:

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leader</i>	<i>Due Date</i>
<ul style="list-style-type: none"> This committee has not met since May 2020 			

X. New Business:

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leader</i>	<i>Due Date</i>
<p>Revisions to Bylaws: Glen and Jordan reviewed suggested edits to the HPC Bylaws, projecting them for people to see the changes. Some word clarification was made to one section and Glen called roll of voting members to approve the changes. There being 10 votes to change the bylaws, the revised bylaws were adopted.</p> <p>Review of 2021 Meeting Schedule: Jordan shared the list of 2021 meeting dates developed by the executive committee. Those dates are:</p> <ul style="list-style-type: none"> January 13, 2021, Noon March 17, 2021, Noon May 19, 2021, Noon July 21, 2021, Noon <p>The voting members reached consensus that this schedule would work for everyone.</p> <p>HPC Website: Jordan reported that the executive committee had approved the concept of an independent HPC website in an effort to improve both internal and external communications between the HPC and the community served. Jordan said that he was happy to report that a bid was received from Alisha Jones, who will construct the new website with direction and review from the executive committee.</p> <p>COVID-19 Impact Study – Glen tabled the discussion on this topic until the next meeting in January.</p> <p style="text-align: center;">-</p>			

XI. Announcements:

- CAMP Rehoboth, AIDS Delaware and the Delaware HIV Consortium all reported on virtual events they would be having for World AIDS Day.
- Non-voting members were released from the conference. Stanley made a motion to name Glen Pruitt as the Community Co-chair for 2021, or until a replacement co-chair could be found, seconded by Jeff Leach, and the vote was unanimous.

XII. Adjournment:

- Jeff Leach made a motion to adjourn the meeting, seconded by Stanley Waite, and all approved the motion.