

**HIV Prevention Community Planning Group Meeting Minutes**  
**Tuesday, April 17, 2007**  
**Indiana State Department of Health**  
**Rice Auditorium**  
**Indianapolis, IN 46204**

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**Member Attendees**

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| Shola Ajiboye<br>Rev. Donald Archey<br>Lois Carnicom<br>Cydrisse Dooley<br>Brian Fisher<br>Paula French | Tony Gillespie<br>Anna Urias Hail<br>James Howard<br>Mark Hughes<br>Dolly Lozano<br>Ramon Morton          | Richard Nash<br>Larry Pasco<br>Laura Prado Reyna<br>Debra Stanley<br>Adriana Torres<br>Wendy Woods |
| <b>Who Had a Proxy</b><br>Kelly Armstrong<br>Ramona Gilmore<br>Jeff Lane<br>Ryan Nix<br>Jesus Vesga     | <b>Actual Proxy</b><br>Debra Stanley<br>Tony Gillespie<br>Proxy Absent<br>Paula French<br>Anna Urias Hail |  |

**Non-Attending Members**

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| Kelly Armstrong<br>Diana Bowden<br>Ramona Gilmore<br>Jeff Lane | Ron Haas<br>Regina Lowery<br>Ryan Nix<br>Gregory Scott |
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**Staff Attendees and Technical Advisors**

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| Vivian Arnold, ISDH Staff<br>Cathy Archey-Morgan, ISDH Staff<br>Janice Blair, ISDH Staff<br>Barbara Burcham, ISDH Staff<br>Jerry Burkman, DIV Director | Erika Chapman, ISDH Staff<br>Larry Harris, ISDH Staff<br>Candace Mitchell, ISDH Staff<br>Susan Newton, ISDH Staff<br>Andrea Perez, ISDH Staff |
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**State Staff and Technical Advisors Not In Attendance**

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| Jim Beall, ISDH Staff<br>Cindy Clark, ISDH Staff<br>Dan Hillman, ISDH Staff | Terry Jackson, ISDH Staff<br>Dawne DiOrio Rekas, ISDH Staff<br>Cheryl Percy, ISDH Staff | Bernice Humphrey<br>Dr. Manoj Pardasani |
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**Visitors**

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|----------------------|------------------|--|
| Dr. Jackson Sekikubo | Ayeshia Achinngu |  |
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### **General Information**

1. The meeting started at 10:25 a.m. due to numerous late arrivals. Lois Carnicom announced that Community Co-chair Ron Haas was absent due to an automobile accident.
2. Ms. Carnicom opened the meeting with introductions and reviewed the Community Planning Group's Purpose and Ground Rules.
3. The March 20, 2007, Self Assessment Form was reviewed. A question was asked concerning item 6 for a definition of what this statement means - 'I think that there was no competing for status today.' Ms. Carnicom stated that it means that everyone was able to comment and that no one had to fight for what they are representing.
4. On page 5 the comment in item 35 was addressed that stated, 'I was not aware that we could void recommendations once it was approved and passed. I would like someone to explain it to me.' Tony Gillespie said that this was discussed at the Executive Committee meeting and clarified that the CPG did not void a recommendation but that they are seeking clarification of the population piece about what they can and can not do. **Ron Haas is drafting a letter to Ted Forbes.**
5. Barbara Burcham stated that Ron Haas did get clarification for the 14 percent and he has that **information to share at next meeting.**
6. Reverend Archey mentioned item 26 on page 4 concerning leaving early but CPG members stated that he did not have to explain why he left early. Discussion followed.
7. The Attendance Sheet was reviewed and accepted.
8. Lois Carnicom announced that James Holzman has officially resigned per a telephone conversation and that his resignation was accepted.

### **March 20, 2007, CPG Meeting Minutes**

1. Larry Pasco asked about item 9 on page 4. Lois Carnicom stated that the Harm Reduction Organization could be listed in the Statewide HIV Services Resource Guide. **Barbara Burcham asked Mr. Pasco to submit this information along with a telephone number in case she has any questions.**
2. Consensus was made for the Minutes.

### **Budget Report**

The CPG body had requested a projected budget for the year at last months meeting. Discussion followed about what a projected budget would entail. Ms. Carnicom stated that as of March 2007 the CPG has a balance of \$19, 872.59 and apologized for not having a projected budget prepared. A copy of the CPG expense report was made available.

### **April 5, 2007, Executive Committee Conference Call Minutes**

1. On page 1 item 8 the second sentence should be changed to 'Would deciding the length of the meeting be a Membership Committee issue?'
2. Wendy Woods stated that it would be a Membership issue. She is the only member of the Membership Committee therefore the committee has fallen by the way side.

3. Brian Fisher shared concerns about the Scheduling CPG Meetings Every Other Month item on page 3. He asked if the CPG is planning to meet every other month upon the completion of the RFP. He also expressed concerns about the budget.
4. It was stated that the Executive Committee did not have this discussion and Ms. Carnicom said that Ron Haas had tabled the issue
5. Barbara Burcham commented that there is only so much money and adjustments will have to be made to allot for items such as Town Hall meetings.
6. Mr. Fisher would like to know budget concerns in advance and that they requested a proposed budget from ISDH so that it wouldn't be similar to last year's circumstances. He stated that Jerry Burkman reassured him that this was all taken care of.
7. A comment was made about extra money for two people to go to a conference and a member questioned if CPG has a budget plan or are they operating from month to month.
8. Ms. Carnicom outlined budget allocations for food, lodging, conferences, etc.
9. It was stated that in order for CPG to plan, a complete list of the projected budget is needed from ISDH for the CPG body to make competent decisions.
10. Ms. Carnicom stated that there is a CPG budget that ISDH submits and that she will break down the numbers and will **submit a projected budget for the CPG.**
11. Discussion followed. It was asked if the money allocated has changed.
12. Ms. Carnicom stated that the money allocation is the same.
13. A question was asked if there is an active Budget Committee, Answer: No.
14. A suggestion was made to have an AdHoc meeting to discuss this issue and to review the budget (including travel) with a short-term Budget Committee. This would enable the CPG to look over the course of the year to determine if CPG meetings be bi-monthly.
15. Ms. Burcham stated that the short-term Budget Committee could discuss the projected budget in a conference call and asked who would be willing to serve. Anna Urias Hail, Debra Stanley, and Brian Fisher volunteered.
16. Lois Carnicom said to have the CPG expenses as part of the purpose for this call.
17. It was stated to have a projected budget encompassing what it costs each month for members to travel and all costs for the meetings. It was decided that the Committee would need to meet before the next CPG meeting. The short-term Budget Committee would meet during lunch today to **set a time for the conference call.**
18. Discussion followed and it was determined that this issue about meeting bi-monthly was a matter of time management and budgeting issues.

### **Dr. Jackson Sekikubo**

1. Lois Carnicom introduced Dr. Jackson from Uganda.
2. Dr. Jackson Sekikubo is here on a Fellowship through CDC with Emory University. While in the US, he shares his experiences with different American Colleges and Universities. He works in a clinic in a district hospital in Uganda. They have approximately 2000 patients in their HIV Clinic. He shared about prevention methods being utilized in Uganda namely abstinence and people being faithful. Their prevention methods are doing well as the percentage rates have dropped but they still face many challenges. He thanked the CPG for the welcome.
3. Ms. Carnicom said that Dr. Jackson will be here for 6 weeks and will be attending CHSPAC and Shola Ajiboye's agency as well.

### Welcome Susan Newton

1. Ms. Carnicom introduced Susan Newton as the new Program Director II for the Prevention Team.
2. Susan Newton has been in this position for 7 days. Prior to this she worked 6 years with the State as an Environmental Manager. She stated that she is ready to jump in.

### Division Update

1. Barbara Burcham addressed questions that were raised during the March 20<sup>th</sup> CPG meeting. This information was provided from Shawn Carney the Services Program Manager.
  - a. The Ryan White Title I funds include prevention dollars. How will these prevention dollars impact the other prevention dollars throughout the State? The Title 1 application and budget (as written) do not include any prevention activities. All dollars will be used for services.
  - b. Will Marion County funds be increased? Title II (us) loses \$866K from our Emerging Communities award when the city becomes a Title I area. The Title I (them) request was for approximately \$2.5 million, so if they get fully funded, there will be a net gain (both in terms of dollars and service provided in the EMA).
  - c. Is there a possibility that money will be made available to certain areas around the State? Title I dollars can only be spent on residents of the designated EMA. The EMA includes these Counties: Boone, Brown, Hamilton, Hancock, Hendricks, Johnson, Marion, Morgan, Putnam, Shelby. There are no exceptions to this rule.
2. Mr. Gillespie initiated a discussion how ISDH will reallocate their funds and how these monies would impact the rest of the State.
3. **Ms. Burcham suggested inviting Debra Henderson** who works on TGA to speak about these funding issues.
4. Larry Pasco shared concerns about where people are going to live who are utilizing funding under the old Ryan White Organization Act. He expressed affirmatively to invite Debra Henderson to speak at a CPG meeting.
5. Ms. Burcham asked the members if this is what they propose.
6. Mr. Fisher stated that they have not made definite plans. They are honoring all contracts as written and they will make more decisions after that.
7. Ms. Lozano stated that this is a waste of time as it sounds like a Marion County Town Hall meeting and is not for the whole CPG body.
8. Wendy Woods commented that it does affect the CPG body and maybe the CPG body could bring things up here to help with the decisions.
9. Mr. Gillespie said that there are Marion County residents here and that there is some disparity of this being addressed. **He asked if ISDH will reallocate Title II dollars to spread more prevention dollars more statewide.**
10. Barbara Burcham said that we have your question.
11. Ms. Carnicom said that it does not affect our prevention dollars

12. It was stated that Title I serves a municipality or a designated area and that Indianapolis did not rate for a Title I. Whereas Title II is specific to the State Department of Health and Title I is specific to Marion County, to help clear up some confusion.
13. Ms. Carnicom said that HIV Prevention does not use these monies.
14. Paula French said that while the funding items may not merge - the issues do.

### **Indiana CPG Recommended HIV Interventions by Population Presentation**

1. Ramon Morton presented a PowerPoint Presentation outlining the 5 Target Populations and the Recommended Interventions. He thanked the Interventions Committee for all their time and effort. He stated that if a project is not a DEBI or scientifically based then it won't be funded. But if it is a proven Intervention then it could be funded.
2. A handout was provided in the monthly mailing packet.
3. Larry Pasco questioned if the State could fund anything for Harm Reduction, other than needle distribution? **Lois Carnicom will research what the State can legally fund in the area of Harm Reduction.**
4. Dolly Lozano raised a question pertaining to training, workshops, and educational items. It was said that you use the entire DEBI or it is not a DEBI. We can also use anything that is scientifically based for the program and then they will make the determination yes or no. She questioned how that jeopardizes the future funding for CPG dollars.
5. Mr. Morton stated that that question was raised over and over and that he was told funding was only for DEBI's and scientifically based. He elaborated that Counseling and Testing for Partners notification is not necessarily a DEBI but it is scientifically based and that it does work. There are other projects one can use outside of the DEBI. What can happen with the DEBI is that you can change the 'who' and the 'where', but you can not change the component of the DEBI - You have to stay right to the core principals.
6. Ms. Carnicom said that the CDC understands that there are going to have to be some modifications to the DEBI for some people.
7. Reverend Archey asked if part of the budget includes the DEBI and if purchasing of the materials has to be in your budget and the training in requesting the funds. Answer was yes as it is part of the program.
8. Debra Stanley stated that you can not implement if you have not been trained, it would have to be included.
9. Larry Pasco expressed concerns with having police surveillance and police activity at the CDC's 10 sessions based for the DEBI. Those who work in Harm Reduction will not participate in the CDC's DEBI. They want them number driven and confidential and he does not trust the Federal or State Government. Their names could possibly be thrown out and can not guarantee confidentiality for his community.
10. **Ms. Stanley asked if that was a recommendation to the State so when they go to a NASTAD meeting that they would present that.**
11. **Yes, there has been no assurance; he read that in the CDC because of the illegal nature of the drugs. Can the State guarantee no police presence?**
12. Mr. Gillespie stated that this is a valid concern in the housing continuum with statewide information that insisted that all recipients of emergency shelter funds and other housing programs be specific. There was a major discrepancy for domestic violence shelters regarding information and identification and putting individuals at risk. One solution was

to use modifications in the system for domestic violence instances. To utilize some sort of identification process for identification purposes where their confidentiality is protected.

**13. Ms. Burcham thanked him for that proposed solution.**

14. Ramon Morton made the recommendations to accept these Intervention Recommendations with the DEBI's as presented. CPG accepted the Interventions.

**Questions and Comments**

1. Debra Stanley wants clarity if the CPG is making the best decisions it can concerning the recommendations they make - Are these recommendations best for their communities no matter where the funding is coming from? She stated that the CPG is charged with writing the State HIV Prevention Plan and the CDC and ISDH are the only considerations in writing this Prevention Plan. The Plan should reflect what should be funded. **She is questioning the CDC across the board about the recommendations CPG makes for the Plan if they are reflecting what is best for the populations or what the CDC and State Department will fund - because the CDC funds the CPG. Ms. Stanley wants Ms. Carnicom to look into this.**
2. Mr. Gillespie stated that an additional source is the Indiana AIDS Fund and that they follow to the letter the States Directive.
3. Mr. Pasco stated that the National AIDS Fund has no conflict in funding Harm Reduction. He has asked that the Board for the Indiana AIDS Fund be disbanded and go to the national level. This recommendation is to be brought up at the next months Indiana AIDS Fund meeting. His community is not getting any of the funding and is asking the National AIDS Fund to look into the Indiana AIDS Fund.

**Lunch 12:00 - 1:00**

**AdHoc Budget Committee Meeting**

Barbara Burcham, Brian Fisher, Debra Stanley, and Anna Urias Hail met and discussed the upcoming conference call for the Budget Committee. A time was set which was agreeable for all members.

**1:10 Meeting Reconvened**

**African Community in Central Indiana Presentation**

“A New Perspective”, Presentation by Shola Ajiboye

1. Shola Ajiboye provided a PowerPoint presentation and distributed 5 additional handouts. This presentation assists participants to have some understanding regarding the African community generally and the uniqueness, needs, and challenges of the community.
2. Question and answer period followed the presentation.
3. Mark Hughes asked how they approach the multiple language barriers. Answer: All volunteers must be bilingual and they also have a Medical Interpreter on staff.
4. Mr. Gillespie asked pertaining to reaching those outside of Central Indiana. Answer: They have to extrapolate the African Community from the Black Community. They offer

free clinics and don't ask for immigration papers. They can not find a population to speak for this African population. Trust is the big issue.

5. Anna Urias Hail asked how they do outreach. Answer: Cultural application of programs comes into play, extract from the bottom up. You have to prepare them, first gain trust, it is about your life and you don't have to tell us everything but let us discuss it. He can not utilize Voices/Voces as it is too open about sex.
6. Wendy Woods commented that presenting and trust is with all populations.
7. Adriana Torres said that her own culture will speak to us more openly and that it is a matter of trust.
8. Rico Nash applauded the organization and shared personal experiences in another country and the language barriers, culture shock, and other barriers.
9. A video presentation was provided and Mr. Ajiboye explained that many Africans won't go to the movies, but they will watch themselves on a video.
10. Ms. Torres stated that we have provided an open our door to your population
11. Mr. Ajiboye stated that he has challenges in his own community and that the resources of her people are not opening up to this population.
12. Ms. Torres asked in what areas he would need help from our agencies.
13. Mr. Ajiboye said that they need people to walk from house to house, funding, and money to pay our clinic and our doctors. Indianapolis is a refugee center for Africans.
14. Ms. Carnicom reminded everyone to complete the Presentation Evaluation forms.

#### **'Indifference is not an option' Artwork**

Cathy Archey Morgan displayed a piece of artwork from The Awake Project along with a flyer explaining the artwork. Many funded sites and clients struggle with the issue of HIV and religion and the flyer addresses this issue. The artwork is dynamic, inspirational, and resourceful. She encouraged the CPG Members to view the Artwork.

#### **Sympathy Card**

Ms. Carnicom distributed a sympathy card for everyone to sign for Ramona Gilmore.

#### **Committee Time**

Ms. Carnicom announced to please place action items that the committee is working on and a list of committee members within the Committee Minutes.

#### **Committee Reports**

##### **Epidemiology Population Committee**

**Mark Hughes stated that the Epidemiology Populations has one action item scheduled and that on May 3<sup>rd</sup> the committee has scheduled a Conference Call to complete the narrative piece.**

##### **Needs Assessment Committee**

No Report

Barbara Burcham announced that last month's Committee reports were made available within the members packets.

### **Public Comment**

None

### **Old Business**

1. Tony Gillespie stated his frustrations with the Needs Assessment process. He stated that that CPG did not have a comprehensive plan and that money was paid to an organization with much gray area in the process. As a grantee he has to have a plan, budget, goals and objectives, and can't imagine why some versions of this were not expected of the contractor. **He questioned why the consulting firm that targeted the African American Women focus group did not audio record the session and questioned the accuracy of the report.** He stated that Needs Assessment Committee did a good job in identifying some of the populations that have not been represented in the past Needs Assessment; and also working with the community based organizations, our prevention grantees to help identify someone at the community level to conduct those focus groups. He said that in some communities that whole concept was totally obliterated. Mr. Gillespie stated that white men conducting a Needs Assessment for African American Women focus group flies in the face of logic and what we know about how to extract information. Someone is needed who looks like the community that they are representing and can identify with that community. He does not understand what kind of product one expects to get with these inconsistencies. He stated that we rely on the Needs assessment to make decisions; we need consistency to present to our Legislature. **He questioned why the last Needs Assessment is not on the web site.** He mentioned that there were some people that were very disrespectful the last time they did a report. He stated that if they get a Needs Assessment that is full of holes that they will say it is because volunteers did not follow through and blame it on the community. No can do.
2. **Dolly Lozano asked when the Needs Assessment will be ready.**
3. Debra Stanley stated that the deadline according to Luther to complete the RFP Process is the end of the month and then at the next meeting it will be presented to the CPG.
4. Larry Pasco commented that this is a business to Luther and that they seemed like they didn't want community involved. Every State had the same problem and we are stuck with Luther. This State doesn't want to use other sources. He does not trust Luther's data and is very skeptical. He said that this is our process and we have to do what is best for our community not try to fit into the State. The money is for the community and not for the Division or the State.
5. Ms. Lozano asked if they have the position paper.
6. Mr. Gillespie stated that information about the five position papers was submitted in his Committee minutes.
7. Ms. Lozano said the STD Committee was working on one as well.
8. Mr. Gillespie said that it was rolled over into Advocacy as STD is one of those categories.
9. Mr. Pasco will e-mail his position paper to everyone. His paper is 25 pages with a clear set of recommendations to go into the prevention plan.

**10. Ms. Burcham asked what the estimated time frame when these papers need to be completed. Answer: September.**

**New Business**

1. Debra Stanley stated that Ron Haas did not designate a Co-chair Proxy for the meeting. The CPG did not speak up and say that we did not want the State to be our Co-Chair. The State Department of Health cannot be our representatives as you are not Community Co-chair. We did not speak loudly enough, **“We never allow this to happen again.”**
2. Mark Hughes stated that he asked the question about what is the process without the community chair.
3. Ms. Stanley stated that now we know that we never have to accept anyone else representing us.
4. Paula French said that Mark Hughes gets the credit for bringing this up. He asked who was filling in as Chair.
5. Ms. Stanley stated that the Process is created now - Raise the question, let it be heard until the process is in place. The Co-chair should appoint and if we get here and there is no one in the Chair, then we should elect and follow-through until it is in place.
6. Cathy Archey Morgan said that more appropriately it would be before the meeting and that is what should have happened.
7. It was stated that Ron had an accident, so it didn't happen
8. Ms. Morgan questioned that if the person is not here then what the process is.
9. Mark Hughes asked when the Co-chair election is. Answer: In May are nominations, June is the vote and in July he/she takes the Chair.
10. Ms. Lozano questioned why they let it drop, as she thought about stopping the process.
11. Ms. Stanley stated that she assumed the role somewhat semi-quasi, but that it wasn't a good feeling and it took her all day.
12. Ms. Burcham thanked her for bringing up the matter.
13. Ms. Stanley stated that this is how we learn. It was uncomfortable all day. Do we have consensus this is our new Process. **The Co-Chair usually designates. We will not allow the meeting to begin without designating a Community Co-chair.** If it happens again we will not let the meeting continue until we choose a Co-chair.
14. Consensus was made

**Celebrations**

1. Dolly Lozano announced that her husband got a better job.
2. Reverend Archey distributed an invitational flyer to a play entitled “Little One”. The date is Saturday, April 21, 2007. Dinner is at 5:30 p.m. and the Theatre Performance is at 6:30 p.m. It will be held at the Union Baptist Church, 220 Smith Street, Indianapolis. Tickets are on sale at the Church Office for \$10.00.
3. Shola Ajiboye announced the African Festival which will take place the last weekend in July. They are in need of 120 volunteers for the Festival. Members can e-mail the African Community International at [AfricanCenter@sbcglobal.net](mailto:AfricanCenter@sbcglobal.net). Those interested in volunteering will be sent a packet.
4. Cathy Archey-Morgan asked if any are specific DEBI's that people are interested in preferably ones that we have not had here that are more a priority. Questions have been

coming in to her office. Please drop off the information to her office. She has had an inquiry about Street Smart and an inquiry about POL. She wants the ones that they are interested in for future funding.

5. Andrea Perez reminded that the National Get Tested day right around the corner on June 27th. She just attended a meeting with Marion County Health Department. She asked the CPG members to please let her know if there is something is happening in their Community. She could be of help for publicity or they could utilize her assistance.
6. Tony Gillespie announced that BUB received a small Technology Grant from the Lake County Local Community Foundation. Historically they have never funded an HIV related agency. We are looking at this as an AIDS victory. He is really pleased. He also thanked Barb Burcham, Paula French, Cindy Clark, Rico Nash and Debra Stanley for meeting in Lake County.

**The Meeting Adjourned at 3:16 p.m.**