

HIV Prevention Community Planning Group Meeting Minutes
Tuesday, January 15, 2008
Indiana State Department of Health
Rice Auditorium
Indianapolis, IN 46204

Member Attendees

Ajiboye, Shola Rev. Donald Archey Diana Bowden Cydrisse Dooley Brian Fisher Paula French Tony Gillespie Ramona Gilmore	Ronald Haas Anna Urias Hail, BSN Larry Harris James Howard Mark Hughes Jeff Lane Dolly Lozano Ramon Morton	Richard Nash Ryan Nix Larry Pasco Laura Prado Reyna Jesus Vesga Wendy Woods
Who Had a Proxy Debra Stanley	Actual Proxy Ramon Morton	

Non-Attending Members

Adriana Torres	
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Staff Attendees and Technical Advisors

Cathy Archey-Morgan, ISDH Staff Vivian Arnold, ISDH Staff Barbara Burcham, ISDH Staff Jerry Burkman, Division Director Erika Chapman, ISDH Staff Cindy Clark, ISDH Staff	Dan Hillman, ISDH Staff Terry Jackson, ISDH Staff Susan Newton, ISDH Staff Cheryl Percy, ISDH Staff Andrea Perez, ISDH Staff Dawne DiOrio Rekas, ISDH Staff Sarah Renner, ISDH Staff
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CDC Staff and TA in Attendance

Ted Duncan, Behavioral Scientist Ted Forbes, Project Officer	Rachael Pacheco, TA Delono Ashley, TA
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Visitors

Nate Rush	Jim Morgan	Kem Moore
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General Information

1. The meeting was called to order at 10:10 a.m. by Ramon Morton, Community Co-chair
2. Introductions were made around the room.
3. Self-Assessment, Attendance, and meeting Minutes for November were included in the member's packets in a separate envelope for review later. The January meeting has been designated for Orientation and TA that has been selected by the CDC Project Officer.

HIV Community Planning Review & Orientation

1. Rachel Pacheco and Delono Ashley from Albuquerque, NM provided a CPG review and orientation power point presentation. Copies of the presentation were distributed to all members and additional copies are available.

Small Group Breakout

1. Small groups were assigned to identify 3 issues (problems, challenges, etc.) facing the CPG. In the remaining time, identify solutions for 3 issues the group choose.

LUNCH BREAK (for 30 minutes and resume – Working Lunch)

Small Group Results Reviewed

1. Group 1
 - a. Funding
 - a. Lack of diversified funding
 - b. TA on additional funding
 - b. Lack of representation
 - a. Teens, Transgender, sex workers, needle exchange, youth, etc not represented
 - b. Change meeting times, utilize focus groups, include in sub committees, CPG networking
 - c. Focus on the planning process
 - a. Members need to make a commitment to the process
 - b. Moderator/Facilitators (objective & independent)
 - d. Solutions
 - a. Assign or identify individuals to track recommendations made for outcomes
 - b. Ensure content of meeting is meaningful, productive, strengthen partnerships between state & community
 - c. Expand Needs Assessment process
2. Group 2
 - a. Lack of sufficient dollars for the community
 - a. Advocacy
 - b. Approach local representatives/private grants
 - b. Ineffective use of meeting time
 - a. Improve agenda, use timekeeper, focus on specifics
 - b. Enforce rules better, use parking lot effectively, By-Laws/Charter utilization.
 - c. Lack of demonstrable results
 - a. Improve committee participation
 - b. Follow defined protocols

3. Group 3
 - a. Self Serving
 - a. CDC Focus on behavior
 - b. Funding (Global)
 - a. Fundraising?
 - b. Fundraising education
4. Group 4
 - a. CPG Recommendations aren't followed
 - a. Discover process to hold folks accountable.
 - b. Meeting not focused
 - a. Eliminate minutes
 - b. Fewer Topics
5. Solutions Identified
 - a. Assign or identify individuals to track recommendations made for outcomes
 - b. Ensure content of meeting is meaningful, productive, strengthen partnerships between state & community
 - c. Expand Needs Assessment process
 - d. Follow-up on recommendations made
 - e. Consistency in participation (attendance)
 - f. More comprehensive review of constituents, HIV risk (i.e. methamphetamine use, arrest records, pregnancy rates), etc.
 - g. Clarification of CPG orientation
 - h. Duplication of data as required by CDC
 - i. Community Reviewers

Parking Lot for later discussion

1. HIV testing in certain populations and settings without OraSure

HIV Community Planning Review & Orientation

1. Rachel Pacheco continued CPG Review & Orientation

Discussion followed

The orientation is an initial step in the TA to be provided by CDC to assist in further growth and utilization of the full community planning process. Issues have been identified and solutions discussed. Ted Forbes stated he did not see any issues that were not workable and are not uncommon in other CPG's.

The meeting adjourned at approximately 4:00 pm

**Next Meeting: March 18, 2008
 ISDH – Rice Auditorium
 Starts at 10 AM**