

IHIV PREVENTION COMMUNITY PLANNING GROUP MEETING

January 20, 2010

10:00 to 4:00 p.m.

Indiana State Department of Health,

Rice Auditorium

2 North Meridian Street

Indianapolis, IN 46204

ATTENDANCE

Present CPG Members:

Brinegar, Emily	Hughes, Mark	Niles-Carnes, Larisa	Rock, Christina	Vesga, Jesus
Drury, Benjamin	Lozano, Dolly	Pasco, Larry	Rush, Nathan	West, Nathan
Goode, Angela	Morton, Ramon, Community Co-Chair	Perez, Andrea, State Co-Chair	Trulley, Denice	Yoder, Beth
Greene, Latorya	Nash, Rico	Revalee, Brian	Urias-Hail, Anna	

Absent CPG Members:

Bowden, Diana	Quintero, Liliana (Angela Goode as Proxy)
Prado-Reyna, Laura (Dolly Lozano as Proxy)	Woods, Wendy

Present ISDH Staff:

Arnold, Vivian	Newton, Susan
Bain, Cena	Writt, Amanda

Present Technical Advisors:

Exom, Michael	Gillespie, Tony
Feldheiser, Rochelle	Ohmit, Anita

Guests:

Craig, Lesley, Department of Health and Human Services

GENERAL INFORMATION

- Meeting called to order at 10:10 a.m.
 - All Present Attendees introduced themselves, region, and populations they represent.
 - Ground Rules read by Cena N.F. Bain
 - Mission Statement presented by Tony Gillespie
- Request made by Emily Brinegar to have a sheet or document that indicates which population/region each CPG member represents.
- Request received and will be completed by CPG Liaison.

I. Review of Charter/By-Laws

The following requests were made surrounding the Charter/By-Laws:

1. Revisit the staggered membership system
2. Revisit 1/3 attendance/removal by-law.
 - If meetings are added at the end of the year the 1/3 attendance changes.
3. Examine 2/3 vote versus majority vote. These votes are separate from each and should not be used as if the same.

All requests to be forwarded to the Membership/Policies and Procedures Committee for review.

Additionally, the following items need to be in place:

1. Disclosure Statement
2. Confidentiality Statement
3. Conflict of Resolution Process
 - Anna Urias Hail to forward what they use for Ryan White Part A to CPG Liaison

II. Review of Policies and Procedures

The following requests were made surrounding the Policies and Procedures:

1. Coordinate the Policies and Procedures with the Charter By-laws regarding the “at-large” member of the executive committee
2. Members ask for Administration to discuss changing the 50 mile travel reimbursement policy for consumers; request must be made through the Department of Administration.

All requests to be forwarded to the ISDH/Policies and Procedures Committee for review.

III. CPG Manual Introduction

Recommendation made to utilize Survey Monkey in conjunction with standard self Assessment forms.

Request to be forwarded to the Evaluation Committee for review.

IV. Voting of November 2009 CPG Meeting Minutes

- Member asks for clarification surrounding 11/16, page 3-Co-Chair term limits.
 - * In November it was presented that a Co-Chair's term would consist of 24 months, renewable after one term; following two (2) terms (48 months) that co-chair must take a break for at least 24 months (one term).
 - Members of the full CPG; requested that the policy be changed to (2) terms (48 months) and not be able to be co-chair again.

Consensus Made on both 11/16/2009 and 11/17/2009 Meeting Minutes

V. Review of Self Assessment Form

VI. Review of Executive Committee Meeting Minutes

12/7/2009 – No Comments Made

1/4/2010 – Minutes consisted of Discussion surrounding Orientation

VII. Division Update – Given by Andrea Perez

- D-Up training will be held at ISDH next month (February)
- ISDH is working on getting training for CRCS and Healthy Relationships
- If an EBI training is requested, please send Cathy Archey-Morgan an e-mail.
 - Recommended that when a request is made for training; that Cathy send out the information in order to get more participants.

Questions asked by CPG members to the Division:

1. How will the State Plan be affected now that the Needle Exchange ban has been lifted?
 - ISDH is still in the process of looking at it; the State will follow CDC's lead regarding the lifting of the Needle Exchange ban.
2. Will Indiana Aids Fund change their policy regarding needle exchange now that the ban has been lifted?
 - ISDH cannot speak on behalf of the Indiana AIDS Fund.
3. Does ISDH support needle exchange? What is the State's exact position surrounding needle exchange?
 - At this time, the division cannot comment.
4. Has the division looked into providing Regional CTR training?
 - ISDH has, and must factor in attendance and cost effectiveness
 - All Regional CTR Training requests should be forwarded to Cathy Archey-Morgan

5. Will ISDH be providing CTR training in Spanish?
 - ISDH has looked into; however has not found anyone qualified enough to conduct the training.
 - Member suggests that the participant bring a translator
 - Leslie Craig, Department of Health and Human Services (DHHS), states that Chicago has bi-lingual trainers.
 - Member suggests using Webinars in place of “go-to” trainings surrounding CTR.

LUNCH – 12:15 TO 1:15

VIII. Committee Description/Introductions

IX. Committee Selection/Committee Meetings

1. Membership: Latorya Greene (Committee Chair), Wendy Woods (Committee Co-Chair), Dolly Lozano, Laura Prado-Reyna, Rochelle Feldheiser (TA).
 2. Evaluations: Anna Urias Hail (Committee Chair), Beth Yoder, Jesus Vesga, Wendy Woods, Dolly Lozano, Ramon Morton
 3. Needs Assessment: Angela Goode (Committee Chair), Emily Brinegar (Committee Co-Chair), Liliana Quintero, Tony Gillespie (TA), Anita Ohmit (TA)
 4. Epi/Populations: Mark Hughes (Committee Chair), Benjamin Drury (Committee Co-Chair), Nathan West, Nate Rush, Christina Rock, Brian Revalee, Tony Gillespie (TA), Dan Hillman (TA), Anita Ohmit (TA)
 5. Interventions: Nate Rush (Committee Chair), Rico Nash (Committee Co-Chair), Denice Trulley, Larisa Niles-Carnes, Diana Bowden, Larry Pasco, Anita Ohmit (TA), Mike Exom (TA)
- Committee Chairs will forward conference call requests to Cena to disseminate to entire full CPG.
 - Request made to add a Resource/Technology Ad Hoc Committee
 - Request granted.
 - Emily Brinegar voted on as At-large member to the executive committee with Emily receiving 10 votes and Denice Trulley receiving 6.
 - Andrea with ISDH reports that prevention will be having a meeting with STD to look into aligning the geographic regions so everyone is on the same page.
 - Request to have ISDH STD representative as a TA on the STD Ad Hoc committee.
 - Request granted, Andrea will assign a TA.
- In addition, all members had the opportunity to sign-up for an ad hoc committee.

X. Old/New Business

- Drawing of membership lots will not take place; membership/policies and procedures committee to look into the membership process.

XI. Announcements & Celebrations

1. Tony Gillespie-Brother's Uplifting Brother's will be holding their 2nd annual SISTER SPEAK event surrounding National Women and Girl's HIV Awareness Day on March 19th, additional information is forthcoming.
2. Emily Brinegar – The Community Action Group will be holding an AIDS Memorial Quilt at IU Campus from November 11 thru 15, 2010. E-mail Emily regarding any quilts that you wish to have displayed. Deadline is February 12th.
3. ISDH is hosting a National Black HIV AIDS Awareness event on February 5th, 2010 from 6 to 9 at Forrest Manor Community Center (Flyer passed out to CPG/TA members).
4. ISDH is hosting a National Women and Girl's HIV Awareness event on March 10, 2010 at the Murat Centre, additional information will be forthcoming.
5. Lesley Craig, DHHS, asks that if anyone is hosting an event for National Women and Girls HIV Awareness Day to post the event on the Office of Women's Health website.
6. Lesley Craig, DHHS, reports that they are compiling a Youth sounding board and seeks input/recruitment from CPG members.

Adjourn at 2:45 p.m.

NEXT MEETING ON MARCH 16, 2010 AT 10:00 A.M.