



DC HIV Prevention Community Planning Group		Meeting Minutes
GROUP	HIV Prevention Community Planning Group	
MEETING TITLE/TYPE	Full HPCPG Meeting	
DATE / TIME	March 10, 2011	5:30 pm – 8:00 pm
LOCATION/ROOM	899 North Capital St., N.E., Room 406, Washington DC	

ATTENDEES/ROLL CALL: 10 voting members were present					
Member	Present	Absent	Member	Present	Absent
Melina, Afzal	x		<i>David Mariner, Alt.</i>		x
Natalia Averett	x		Richard Rice, MA	x	
Susan M. Blake, Ph.D.	x		<i>Laureen Lynch-Ryan, Alt.</i>		x
Mark Baker	x		Néstor Rocha	x	
Chris Bryant		x	Hazel V. Smith		x
Cyndee Clay	x		Rev. Dana Tolliver	x	
<i>Debbie McMillian, Alt.</i>		x	Pernell Williams	x	
Manuel Díaz-Ramírez		x	A. Toni Young		x
<i>Jose Ramirez, Alt</i>		x	<i>Kehinde Hall, Alt.</i>		x
Calvin Gerald		x	Terrence L. Young		x
Daniel O'Neill	x				
HAHSTA Staff					
Donald Babb, Jenevieve Opoku					
Guests					
Pearlina Boyd, Frederico Mars, Raina Fulton, Antonita Bracha, Ron Swanda					
Logistical & Technical Support					
Bianca Stewart and Javonnia Hargrove, TCBA					

AGENDA	
Item	Discussion
Call to Order	The meeting was called to order at 5:50 p.m. by Nestor Rocha.
Approval of Agenda	A motion to approve the agenda was made by Cyndee Clay, and seconded by Pernell Williams. Vote: 7- in favor; 0-opposed; 0-abstentions The Agenda was approved.
Approval of Minutes	A motion to approve the February 10 minutes was made by Cyndee Clay, and seconded by Daniel O'Neill. Vote: 7- in favor; 0-opposed; 0-abstentions The minutes were approved.
New HAHSTA Director	Dr. Gregory Pappas, the new HAHSTA director, thanked the group for taking time to do the important work before them. The rate of infection has been



	<p>unchanged for 20 years and now going up so what has to be considered by this group is extremely important. He said that because there is something to sustain the viral load doesn't make the bigger picture go away.</p> <p>He has asked Nestor Rocha to think of a research agenda to improve prevention. He believes that laws against mentioning sex in prevention materials are outdated. He suggested that maybe the committee can look at other countries that have a more direct approach. He stated he looks forward to meeting with the group when he has more time to talk.</p>
<p>HAHSTA Report</p>	<p>Nestor Rocha reported that CDC had their 2nd grantee meeting in Atlanta last week to discuss the Enhanced Comprehensive HIV Prevention Plan (also know ECHPP). They were trying to get lessons learned from the various jurisdictions that participated. DC's plan should be submitted by March 15 and he will then share with the group.</p> <p>The plan focuses on bio-medical strategies. There are no specifics on funding levels for the second year.</p> <p>Daniel O'Neill asks if all jurisdictions went through the same process and is biomedical preventions heavy since researchers are leading the effort this time. Mr. Rocha answered yes they are all going through the same process and the fact that the research branch is leading the effort is independent of biomedical prevention being the plan's focus.</p> <p>He indicated that CDC admitted they are <i>"flying this plane while they are building it"</i> so things are being looked at as they go along.</p> <p>Pernell Williams stated that in the National HIV strategy there is no specific line or paragraph that promotes research and he believes that finding a vaccine is the ultimate prevention. Is there a chance to include something like this for DC? Mr. Rocha stated absolutely and an example of that is TLC (testing linked to care), a multi-million dollar effort between NIH, CDC and the District. Mr. Williams asked was it in the plan. Mr. Rocha stated it is as a part of the portfolio.</p> <p>Cyndee Clay asked whether ECHPP will make needle exchange a part of the plan. Mr. Rocha advised that it has been discussed and the fact that it was omitted brought to the attention of CDC. He said they have done their best to fit it in but it has been bypassed, just like social determinants of HIV risk behavior, which have not been looked into at all.</p> <p>Ron Swanda asked about reports that the 12 city plan is the primary implementation for the National HIV/AIDS Plan Strategy. Mr. Rocha stated that this is CDC's attempt to respond to the strategy and that other federal agencies have yet to respond.</p>
<p>Bylaws Amendments</p>	<p>The HPCPG considered several proposals for amendments to the Bylaws:</p> <ul style="list-style-type: none"> - Electronic voting (by e-mail).

Discussion: Natalia Averett asked whether electronic voting by e-mail is allowing a 20 day cycle for presenting and voting on amendments to the Bylaws. (10 days to review the documents and 10 days to complete the vote).

- Currently it is 10 day before the vote, the Operation committee now has to wait till the next monthly meeting to approve changes.

- A co-chair in a live meeting will be able to make the decision on whether or not an electronic vote should be allowed and things that may not need to wait until the next full meeting (a months time) for approval.

Donald Babb suggested that the CPG may need to consult on what should be voted on electronically. Ms. Clay stated she is comfortable with leaving the decision to the co-chair. Melina Afzal stated she believes if the wording is revised to indicate that the decision is to be made by the co-chair that would be clearer.

In electronic voting, 2/3 of the group has to vote in the affirmative. Susan Blake said she has an issue with the quorum and that is it.

Ms. Afzal suggested the wording "members my vote electronic on issues deemed appropriate for electronic voting by Co-chairs and/or the Operations Committee. Ms. Averett believes the wording is fine and covers what Ms. Afzal suggested.

Mr. Williams thinks Bylaws should not be included on page 3, Sec. G, #7 because in his opinion, Bylaw amendments need to be done in person. Ms. Clay agreed that Bylaws are important though she isn't sure if all Bylaws changes are so important to not allow electronic voting.

Ms. Blake asked whether it is still appropriate to say all members; explaining out of 17 members, half of that plus 1 must participate and 2/3 must say yes for the vote to pass electronically? Mr. Rocha agreed that is correct.

MOTION: Daniel O'Neill motioned to accept the Bylaws amendments in block (the entire change), Cyndee Clay seconded.

VOTE: 6-In favor; 4-opposed; 0-abstentions

The Motion passed.

Point of Clarification: Ms. Averett asked if 4 opposed the motion, does it still pass due to the number of members in attendance. It was agreed, It did not.

MOTION: Daniel O'Neill moved to vote on Article VII, Section G., Pernell Williams, seconded.

VOTE: 7- In favor, 2-opposed, 0-abstentions

The Motion passed.

MOTION: Daniel O'Neill moved to vote on Article VII, Section K, Susan Blake seconded.

Discussion:

- Mr. Swanda stated if people can only miss two meetings it is a very stringent rules.
- Ms. Averett clarified that this is only by conference call but said there are exemptions to the attendance policy.
- Ms. Clay says that this amendment doesn't contradict anything because you have to miss 4 meetings per year before there is action to be taken.
- Mr. Babb stated that the sentence Mr. Swanda pointed out does cause contradiction since it says "all" in the first sentence.
- Ms. Clay said they are required to attend all the meetings and you don't get kicked off if you miss 4, and members are allowed two (2) call ins.
- Ms. Blake said she cannot vote on something without seeing what else is in the clause.
- Mr. Williams said they are voting on having 2 conference calls allowed, so the focus should be on that, but understands things may need to be changed within the overall clause.

Friendly Amendment

Susan Blake made a friendly amendment to remove the first line of this section and accept only the items in blue. Mr. O'Neill accepted the amendment.

VOTE: 9-In favor; 1-opposed; 0-abstentions

The Motion passed.

MOTION: Susan Blake moved to accept all of Sec. 9, Cyndee Clay seconded.

VOTE: Unanimous – In favor; 0-opposed; 0-abstention

The Motion passed.

Point of Clarification: Ms. Blake asked was Part C included as part of the Section 9 motion. The response was yes.

MOTION: Pernell Williams motion to look into Article 13 piece by piece, Mark Baker seconded

VOTE: 7-In favor; 2-opposed 0-abstentions

The Motion passed.

Discussion: Mr. O'Neill asked whether everyone was in agreement about electronic voting? He asked, if we agree on the first preamble, but don't agree to the following sections, what happens? Ms. Averett stated if you don't agree to vote electronically, then you don't have to establish a timeline. Mr. O'Neill believed it made sense to vote on them all together and would like to discuss what issues people have and then vote in its entirety. Rev. Tolliver ask doesn't Sec. G #7 agree that Bylaws can be voted on electronically? The group discussed whether it should be removed but it was not agreed upon. The group was asked whether there were any amendments before taking the vote?

MOTION: Natalia Averett moved to call the question.

VOTE: 8- In favor; 0-opposed; 2-abstentions



	<p>Question called.</p> <p>Approve preamble of Article 13 VOTE: 5-In favor; 2-opposed; 3-abstention The Motion passed.</p> <p>MOTION: Pernell Williams moved to approve Article 13 #1 “as is.” Daniel O’Neill, seconded</p> <p>Discussion: Mr. Swanda pointed out that written notice usually means a letter in the mail. Mr. Babb says email is understood as normal practice.</p> <p>VOTE: To approve Article 13 #1 “as is” Unanimous –In favor; 0-opposed; 0-abstention The Motion passed.</p> <p>MOTION: Pernell Williams moved to approve Article 13 #2 “as is.” Mark Baker, seconded.</p> <p>It was pointed out that the meeting was getting low on time.</p>
<p>CSA/Prevention Plan Update</p>	<p>Mr. Rocha stated that there is no document to present for CSA so this section needs more time. There should be a document available by April 7th. Mr. O’Neil asked would there be a possibility of email vote. Mr. Babb said according to the amended Bylaws. Ms. Averett stated that it would be valuable to have the discussion before voting since the CSA was going to be included into the plan so the group could see it incorporated.</p> <p>Mr. O’Neill stated the presentation can help with timeline.</p> <p>Mr. Babb advised that New Member Orientation has to occur and he is looking for volunteers to help with in the orientation and to be mentors.</p> <p>Ms. Afzal stated that the group needs to focus on what more will be completed this evening. The discussion for the CSA will be put on hold and Mr. O’Neill will give his CSA presentation and volunteers for the restructuring and orientation.</p> <p>Mr. O’Neill presented on the “Life Cycle of the HIV Prevention Plan”.</p>
<p>CPG Reorganization</p>	<p>Ms. Averett stated that the portion of the agenda on the restructuring was a timely piece and that the number in attendance won’t permit the break-out groups. She suggested a separate meeting with a smaller group discussion and then things could be discussed in more detail by recommendations for the group to provide their input. She asked for names before the meeting was over of those who would like to participate in the smaller discussion.</p>
<p>Break</p>	<p>The group decided not to take a break.</p>
<p>HPCPC Calendar</p>	<p>Mr. Babb and Ms. Clay are still working on the timeline. Mr. Williams says the</p>



	calendar can still be discussed. He points out a lot of big things are put on one meeting agenda and asked if it was possible to still divvy up the next few months to know what is coming up.
Announcements	NONE
Handouts:	<ol style="list-style-type: none"> 1. Agenda 2. February 10, 2011 Draft Minutes 3. Guidance on the HIV Prevention Plan from the CDC's "2003-2008 HIV Prevention Community Planning Guidance 4. The Life Cycle of the HIV Prevention Plan 5. New Mayor's Commission on HIV/AIDS 6. Introduction to CPG Restructuring Exercise 10FEB2011 7. Member Feedback for Discussion 10MAR2011 ver09MAR2011
MEETING ADJOURNED	The meeting was adjourned at 8:10 p.m.
NEXT MEETING	<p>April 14, 2011, 5:30 pm – 8:00 p.m. 899 North Capitol Street NE 4th Floor Washington, DC 20002</p>