

Rhode Island Community Planning Group for HIV Prevention Minutes

Date: May 14, 2004

Time: 9:00 AM – 4:00 PM

Place: Independence Square –CHILDSPAN Conference Room

Present: Paul Loberti, Andrew Chin, Elisa DelBonis, Lorraine Kaul, John Goodman, Lina Ruiz-Mingote, Kimberly Green, Shannon Spurlock, Anne Silvia, Vinnie Velasquez, Elisa Larson, Immaculada Reynosa, Annie Silvia, Tavis Carter, Deborah Davis, J. Philip Kane, Lorraine Asselin Moynihan, Paula Lopes, John Goodman, Tina Shepard, Donna Williams, Miranda Turner, Kimberly Greene, Christine Heenan, Susanna Rhodes.

Community Update

- Elisa Larson from Project AIDS RI was introduced. She announced the Walk for Life on 6/6
- Lina Ruiz-Mingote from US Public Health Services, Boston was introduced. There is a 6/14 deadline for mini-grants of \$500-\$3500 for qualifying community based organizations with the goal of prevention.

Business

- Call to order was at 10:15 by Elisa D. The minutes were reviewed with a motion to accept. They were approved unanimously.
- Request was made to contact Lorraine K. the day before the meeting if you cannot attend. Attendance and expectations are available online for review under the Charter - Rules of Operation.
- Paul L. discussed the Dept of Administration's policy regarding food and refreshments at meetings. Co-chairs will discuss the impact on CPG's meeting times and places and bring back recommendations.
- Announcement - Kimberly Green will be leaving Clarendon the end of June.

Task Force Updates

- **Youth** - Tina S. reported that they would be having a meeting next week.
- **IDU** - Lorraine M. reported good representation at their meeting with the focus on accessing care and impact on HIV prevention. Discussion ensued by CPG regarding the inclusion of crack users and use of non-injecting drug users as possible recruits.
- **Women** - Donna W. gave out handouts regarding goals, visions and issues for women. She also shared articles about women at risk for HIV.
- **MSM** - Andrew C. outlined objectives for target population and services, and the need for evaluation. They discussed testing and epidemiology issues. Anne S. added that there is a need for systematization for community building for the gay population and training regarding homophobia and risk behaviors.

-General Discussion - Donna W. voiced concern that more reporting time is needed for the Task Force Updates. Andrew C. noted that there are similar issues in all the task force groups regarding testing, data collection and identified risks. He recommends a format to identify these and make connections within the groups.

Subcommittee Reports

- **Strategic Planning** - Reported by Paul L. Focus was on prioritizing target populations with the goal to have the task force chairs review the workbooks and showcase to CDC.

- **Empowerment** - Reported by Deborah D. Focus was on new member recruitment, orientation and procedures for grievances/conflicts/removal of members/chairs. "Youth Group Representation" requires language clarification, which the Youth Task Force will address and bring recommendations to CPG. (Lorraine K. noted that there is a nomination process for new members.)

- **Out Reach Program** - Reported by Immaculada R. Training catalog is scheduled for June and they are working within the time constraints to schedule topics, trainers and fee schedules.

JSI Process Evaluation

- Presentation on Prevention Process Monitoring Data by Shannon S. Paula L. helped clarify data collection within the state.

Clarendon Group

- Presentation by Christine on a Communication Plan. A vote was taken on the new logo to be used on all RICPG correspondence to the community. There was an identified need for a bilingual website and brochures.

Decisions on Events

- National Testing Day 6/27 at Amos House. This could be an opportunity to cultivate new members.
- World AIDS Day 12/1 - theme: Women and AIDS- Red Ribbon Rally - same day as World Aids Day unless it's on a weekend. There was discussion about the previous year's issues. The challenge for Clarendon is to help CPG identify the goals it wants to achieve and the audience it wants to target.
- 2004 Annual Meeting - The purpose is to recognize and honor current members. There was discussion about single vs. multiple awards. The group was in agreement that there is a need for new ideas, creativity and connection to a theme. Clarendon is challenged with this for the next meeting and will present some ideas for consideration.

Calendar Dates for Future Meetings

- The group discussed the pros and cons of full day vs. half-day meeting times. Philip K. noted that in the past the shorter meetings did not allow enough time to address all the issues. Additionally, the full day meetings are hard to commit to. Tina S. noted that attendance at the afternoon sessions for the full day meetings are poorly attended. Immaculada R. recommended evening meetings due to daytime scheduling conflicts. The group decided on 2 half-day meetings instead of one full day. Based on this decision, Elisa D. announced that meetings for the future would be on the 2nd Thursday of the month from 1-5 PM and the 4th Tuesday of the month from 5-8PM. Meetings are scheduled monthly from July through December with the exception that there will be a meeting on July 20th instead of July 27th. The group accepted the proposal that the last hour of these meetings be used for individual task force meetings.

