

## **Rhode Island Community Planning Group for HIV Prevention Minutes**

Date: October 14, 2004  
Time: 1:00-4:00 PM  
Place: Royal Buffet, Cranston

Present: Elisa Delbonis, Paul Loberti, Deborah Davis, Midge Sabatini, Lucille Minuto, Susanna Rhodes, Jeremy Giller, J. Philip Kane, Derrill Isom, Annie Silvia, Jenn Steinfeld, Lorraine Kaul, Laura Keene, Shannon Spurlock, Patricia Threats, Donna Williams

Paul called the meeting to order at 1:10 PM. Introductions were exchanged and roll call was conducted with discussion of absent members. It was established that members in attendance constituted a quorum. Minutes from the last meeting were approved by 7 votes with no vetoes or abstentions. The meeting objectives were reviewed.

Paul shared that he and some colleagues have reviewed the film *Pandemic AIDS* and suggested its inclusion in World AIDS Day. It features women and children. Lucille suggested getting it on the calendar.

### **JSI Survey**

Shannon and Laura handed out copies of the JSI survey for completion. Surveys will also be sent to absent members. Confidentiality was discussed along with feedback about the rating scale used.

### **Youth Task Force Problem Solving Strategy**

Paul led the group in discussion about re-establishing the Youth Task Force. Four tasks were identified: 1) Identify the problems, 2) Review the past, 3) Create options based on experience and 4) Prioritize action steps.

1) **Problems** - Identifying what youth need to get out of the group - 1) they want to contribute and know they are heard, 2) they want to have fun, 3) meeting times and places need to be convenient, 4) they need to feel connected and 5) they need to feel valuable. Midge suggested having someone in an educational role (teacher, guidance counselor) be part of CPG and the youth group. She emphasized that CPG needs to be cognizant of the "culture" of youth and the appropriate use of language. Problems identified by the group as to why youth may not be willing to participate included: time commitment, transportation issues, feeling isolated as the only youth at CPG, bored and confused by CPG and its challenges, CPG not being a "youth-friendly" group, and no specific goals of CPG for youth.

2) **Review of the Past** - Paul explained past issues with the Youth Task Force. There were incentives and stipends but there was still a quick turnaround of members. Additional problems to the above list

that task members faced were homework, "packs" of up to 6 youth, only 2 youth were allowed as voting members, decreased motivation over time, the meetings were not exciting, wanting to be involved with planning but not with prevention education. The "Inner Circle" was born out of this group with 11 youth participating in CPG. There was difficulty merging this group into the adult CPG meetings. There were feelings of tension and youth feeling frustrated that their ideas didn't have follow through. It was felt that the youth didn't understand the timeframe and realities of implementing the ideas and how slow the process can be. A suggestion was made that members of the initial Inner Circle be invited back to get their feedback and assistance with identifying the needs of youth rather than "guessing" at the issues. Who will do this???

3) **Creating Options** - Suggestions on moving forward with a youth task force: have participation be part of a Jr./Sr. Class project with teacher accompaniment, reorganize the gay/lesbian task force and youth involvement, have middle school &/or high school teacher representation on CPG (someone with experience with drugs, HIV etc.), contact with youth focused organization, contact with teacher organization, resurrect the "Inner Circle", partner with Planned Parenthood of RI and the educators, contact a youth to youth group and have CPG as an agenda item, pay for a field trip as incentive for participation, have schools that have civic groups in them adopt Prevention as an issue, possibility of a stipend for participation, set clear expectations so youth don't feel sabotaged, plan for regenerating the group as members age out, build into the RFP process, solicit feedback from former Inner Circle members. Who will pursue these oprions???

4) **Prioritizing Action Plan** - The #1 issue is "What do we want Youth to do as part of CPG?" Paul suggested taking information out of the Plan to help identify this and also contact vendors for their input. It was expressed again that the goals of youth involvement need to be clear before involving youth in a process. Due to time limits, further discussion about the action plan will be part of additional CPG meetings.

### **Charter Revisions**

Deb reported that there are no new revisions at this time. Empowerment is concerned with member retention and requested discussion about meeting dates and times. Work conflicts and other commitments make it difficult to attend multiple meetings. There was discussion about meeting time, dates, networking time, refreshments, guilt about not being able to attend meetings, extended meeting times but less frequent meetings. A recommendation was made that since the meetings now have better organization, CPG should be able to have 1 extended monthly meeting and still accomplish its task instead of 2 monthly meetings. A vote was taken and approved by 7 votes in favor of 1 monthly meeting. Starting in December the meetings will be on the second Thursday of the month from 4-8PM. There will be no additional meeting in October. The Chinese Delegate meeting on November 3rd from 1-5PM will take the place of the CPG meeting for November. The next full CPG meeting will be on December 9th. The places for these meetings will be determined.

### **Task Force/Committee Updates**

Paul suggested scheduling task force meetings at the same time and place to facilitate moving between meetings. Women, IDU and Empowerment feel their current meeting schedule is working. MSM and Youth are starting back up. They have had meeting problems in the past. There is the potential to

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incorporate REACH and Strategic Planning into the full CPG meetings. After discussion, it was decided to not change the current meeting schedules of the task forces. Deleted: each

### **Empowerment**

Philip clarified discussion about changing status from a voting member representing an agency to becoming a community member. There is a maximum of 2 members from an agency. If someone leaves an agency to become a community member, the agency can have a new member apply to become a voting member. A form is being sent out to verify what year members joined CPG to figure out which 2-year term members are currently in.

### **Women**

Donna reported that they met with Nancy Libby Fisher from the Office of Women's Health on strategies for prevention. Recommendations from the task force are now on the CDC website.

### **Red Ribbon Rally/Event Planning Update**

Susanna reported there would be a brief meeting following this CPG meeting. All are welcome to attend. The State Room at the State House has been reserved for the RRR on December 1st. The keynote speaker is TBA. The location for the Annual Meeting is still being researched.

### **Community Co-Chair Term Extension**

Paul noted that Elisa's term ends in December and recommends that her co-chair status be extended by one year. Elections for the new co-chair would be for two years creating a staggered term. A motion was made and approved by 6 votes with no vetoes or abstentions for the extension of Elisa's co-chair term. There was further discussion about recommitment of members and the process. The charter notes that there should be reapplication with updated information to establish a recommitment to CPG. Recombmitment is required every 2 years with a 3-term maximum. Congratulations Elisa!!!

### **Old Business**

There was discussion about a permanent meeting place for CPG. DATA is still a possibility. Philip suggested the RI Council of Community Mental Health which is near DATA. There would probably be a room rental fee. Lorraine will work on securing a meeting place for the December meeting.

### **Evaluation**

The objectives of the meeting were reviewed. There was agreement that they were met. Meeting was adjourned at 4:00 PM.