

Rhode Island Community Planning Group for HIV Prevention Minutes

Date: June 9, 2005
Time: 4:30-8:30 PM (scheduled)
Place: DATA Training Room, Providence, RI

Present: Deborah Davis, Lucille Minuto, Susanna Rhodes, Jeremy Giller, J. Philip Kane, Jenn Steinfeld, Lorraine Kaul, Patricia Threats, Paul Loberti, Vinnie Velasquez, Stephanie Howe, Derrill Isom, Tina Shepard, Dee Dee Williams, Steve Meersman, Don Laliberte, Jacinta Pena, Candy Brown McSwain, Francine Knowles, Midge Sabatini, Laura C.

Dee Dee called the meeting to order at 4:30 PM. Introductions were made and members shared their reasons for being part of CPG. Meeting objectives were reviewed. Role call identified Geneva Brown with an excused Leave of Absence and Elisa Delbonis as excused. Emanuel Brown was unexcused. Sufficient members were present for a quorum.

Reminder: There is no meeting in July.

Orientation Training was presented by Jenn Steinfeld. Orientation manuals were distributed. There was also a handout on Key Questions About Community Planning.

- **HIV/AIDS** Timeline from 1981 to present was presented by Philip Kane.
- **CPG History and Overview** was presented by Jenn. This segment identified Who CPG is, What CPG does, and How CPG does it. Every state has at least one CPG with several states having multiple groups. The mission and vision statements were presented with the goal of Community and Health coming together to create a Plan for Prevention and implementing it.
- **Charter, Roles and Expectations** were presented by Deb Davis. She reviewed:
 - 2-year membership terms
 - Attendance requirements - section 9.2 in the Charter (page 7)
 - Voting by show of hands but closed ballot can be requested by any member
 - Quorum requires 1/3 voting members present
 - Committees/Task Force Groups - Participation on Committees is required
- **Jenn presented Priority Setting Process for risk populations.** There was a request from Dee Dee that the definition of "High Risk" be identified and included in the Orientation Manual.
- **Consultants** and their functions were identified as follows:
 - Uptyme - facilitates meetings and general functioning of CPG
 - Clarendon - provides publicity and Plan coordination
 - Project REACH - training and technical assistance, capacity building
 - JSI - evaluation
- **Lorraine Kaul presented Representation, Stipends and Meeting Protocol.**
 - **Task Force Groups and Committees**

- **MSM** - Philip identified the group's goal of working with Providers on sensitivity issues.
- **IDU** - Vinnie reported that the group is working on needle exchange programs and outreach.
- **Women** - Dee Dee noted that this group's goal is to bring women's voices to CPG, and they are working on a satisfaction survey for clinics providing testing.
- **Youth** - Lorraine shared that this group is newly resurrected with new youth members joining.

Epi Profile - 2004 RI HIV/AIDS presentation by Steve Meersman

Handouts of the power point presentation were distributed and statistical data was discussed. Anonymous testing was not included in the testing data. The current unique identifier code used in testing and tracking by HEALTH is a direct result of CPG input. Overall significance is that minority groups in RI have an overwhelming majority of reported cases of HIV/AIDS.

Public Comment: none

New Business:

- Lucille recommended that members visit Health's website for new testing information at www.hivinfo.ri.org.
- Dee Dee requested that members bring their Orientation Manuals to each meeting.

Meeting Objectives - were reviewed and there was consensus that objectives were met.

Adjourned: 8:20PM