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Minutes by: Michael Dell UPTYME Prevention Services

Rhode Island Community Planning Group for HIV Prevention Minutes

Date: Oct 13, 2005

Time: 4:30-8:30PM

Place: 260 West Exchange St. Suite 301 DATA Training Room, Providence, RI

Present: Midge Sabatini, Tina Shepard, Deb Davis, Don Laliberte, Lucille Minuto, Francine Knowles, Donna Williams, Lorraine Kaul, Michael Dell, Jamie Hull, Jeremy Giller, Paul Loberti, Elisa DelBonis, Eleanor Brown-McSwain. Lucille Minuto, Shannon Spurlock, Laura Keene, Vinnie Valezquez

Roll Call: Excused absences: Stephanie Howie, Pat Threats, Philip Kane

Unexcused Absence: Derrill Isom, Jacinta Pena

Quorum Announced by Facilitator, Lorraine Kaul




Approval of Minutes: Minutes approved unanimous

The meeting was called to order at 4:35 PM by Community Co-Chair Donna (Dee Dee) Williams. Welcome, warm -up activity and Introductions were completed

Facilitator Lorraine Kaul reviewed Meeting Objectives

Letter of Concurrence:

Elisa and Lucille reviewed the letter of concurrence signing options

-  They can sign in concurrence
-  They can refuse to sign
-  They can sign with reservation

Lorraine distributed the letter for signature

Note: All present signed the letter in concurrence with HEALTH-RI's plan.

Task Force Updates

YOUTH Update Lorraine and Midge reported on the task force activities. The group has a new adult Co-Chair, Tina Shepard. The group has two youth currently on board. Midge reported that the orientation packet and training was created for incoming members. The training can be viewed on line soon for feedback. Lorraine is waiting for the Youth Task Force to give feedback first. The training is also going to be used for Mentor presentations. Members will be presenting on the local cable show to raise HIV awareness. The group is distributing an HIV quiz to

students/administrators/educators for the purpose of raising awareness. Also, an electronic HIV awareness game is being developed for raising awareness. The group is developing the HIV workbooks to be interactive electronically. Midge has agreed to facilitate the group through the electronic workbook activities. The next meeting has a single agenda item around strategies for getting youth involved.

IDU- This group has a meeting scheduled

MSM This group is working on sensitivity training for physicians

WOMEN This group has not met since last report they have been having difficulty scheduling

Committee Updates

EMPOWERMENT – The group is down to two members, looking for more members. The group is interested in more members. Deb Davis distributed a sign up sheet to determine which members are identifying with what committee. She asked members to identify one in which they would want to be a member and they can attend as many as they wish. Lorraine said that the purpose is for accountability.

STRATEGY PLANNING –The group is working with JSI to collapse the 52 attributes, making the language user friendly. They are discussing the facilitator's guides and tool kits for each committee/task force. The Strategy Planning Committee discussed prioritizing populations for 2006. Because we are in a five-year planning cycle we will review the epi data as well as other data and if there are significant shifts in population data then a consideration to re-prioritize will be made. Until then, the Strategy Planning Committee will be data driven regarding priority populations. Again, Paul pointed out that if the data were to change, then the RICPG priorities would also change.

REACH Capacity Building –No Report. Jenn was absent. Paul reported a concern regarding getting behind in working on the certification process. He felt it should be discussed at the next meeting.

Nomination of new member and Co-Chair was changed moved up on the agenda because Dee Dee may have to leave.

A nomination of Nathalie Mena, a Latina female high school student to the membership was made by Dee Dee and 2nd by Vinnie. Nathalie is experienced in group work and has a history with Youth to Youth and Project Ujima. The membership voted unanimously for Nathalie to come on board as a RICPG member

A request was made for nominations for Co-chair including self-nominations.

Lorraine announced the names of members who qualify for nominations. (Those who had no unexcused absences) Lorraine announced that the Chairs interpreted the charter language, since the charter is undergoing revisions.)

Lorraine announced that Stephanie Howie is still interested if anyone nominates her. Her decision would be pending her medical outcomes. Stephanie was nominated as the only candidate for co-chair. The group had a paper vote RESULT: 9 yes. 1, abstention.

JSI MEMBER Survey: Shannon Spurlock and Laura Keene from JSI distributed the CPG member survey. Lorraine reminded members that CDC requires this survey

Red Ribbon Rally Plan & Update: Jeremy and Jamie Clarendon Group reviewed the Red Ribbon Rally plan

Discussed Public announcements Vinnie suggested 103. She says the listening audience changes.

Discussed the MC. The Ujima players will present. No more than ½ hour. Discussed tying into the National AIDS Latino month picking up on the theme “*Love yourself protect yourself*” Clarendon is available if CPG members want to add input. Considering hosting at Black Rep. Paul discussed the red ribbons that would be ordered from China. Members discussed having vendors’ tables and someone available for people to talk to in confidence if needed. Clarendon will follow through with details of the RRR. Paul agreed to contact Tessa and Baby J from radio HOT 106. Clarendon will follow through with MCs, Pablo Rodriguez and Patricia Matinez. Possibility of Rose Weaver doing a brief reading.

Web Update: Still in progress. Should be completed before the next meeting.

Annual Event: Vinnie reminded us this is the 25th year anniversary of AIDS. She suggested a theme associated with that. Discussion regarding venue. Group thought we should consider Masonic lodge, Shriners facility. Motion made to search for location and work through Co-Chairs made by Don Laliberte and 2ⁿ by Francine Knowles. All in favor. Discussed possibly having it on our regular scheduled meeting day. Will need to consider not scheduling during Feb vacation.

Will use *Unsung Hero* theme for awards. Will use the same nomination forms as previously designed.

The forms can be collected at the Rally.

Name Reporting: Paul lead the discussion on name reporting. Paul distributed background information for review. The steps he asked all RICPG members to engage in are; 1) consider being a part of the community workgroup for name reporting. 2) read the materials distributed, 3) Give your name to Paul by November 15th if interested in working on this critical issue. The federal grantors have given us no choice and funding will be in jeopardy if we do not implement HIV name reporting by 2006.

Program Update: Deb Davis updated the group on activities in the Dept of Corrections.

Community Update: Vinnie announced that a training coming up on testing DNA

Lorraine reviewed the meeting objectives and distributed evaluations. The members agreed that the objectives were met.

Meeting adjourned 7:47

