

RI Community Planning Group Minutes

Recorded by: Michael Dell, UPTYME Prevention Services

Date: January 11, 2007

Time: 5:10-7:45PM

Place: Elmwood Community Center 155 Niagara Street Providence, RI

Present: Paul Loberti,

Lorraine Kaul, Michael Dell, Jamie Serper, Jamie Hull, Jeremy Giller, Dee Dee Williams, Antonio Rodriguez, Arthur Porter, Derrill Isom, Vinnie Velazquez, Philip Kane, Ed Carr, Paul Medici, Donald Laliberte, Earl Washington, Annie Silvia, Felicia Delgado, Deb Davis, Lucille Minuto, Ideola Oredola,

Call to Order: Dee Dee Williams called the meeting to order at 4:45PM

Introductions: Lorraine Kaul, Facilitator began with an icebreaker activity.

Roll Call: Dee Dee conducted a roll call

Quorum Announced by Lorraine Kaul

The membership approved the minutes

Objectives were reviewed by Lorraine Kaul

Youth in Action Update presentation

Lorraine called the members attention to the Resource Inventory Sheet. She reminded the group that this was the data collection form that was created by REACH and approved by the membership. The form was created to collect consistent data from the community presenters to be used as part of the community assessment.

Lorraine explained that Lucille Minuto will record data on this form for the central file at the Health Dept. Members are expected to take any personal notes on their copy. Any personal notes that members want to be included in the central file will need to be sent to Lucille. *Youth In Action*, presenter Adeola Oredola began her update and responded to questions from members.

Task Force Reports: Lorraine reminded the members that this agenda item is a follow up to action recommended from the last meeting. Task force members were asked to gather meet to discuss their task force and make recommendations to the CPG regarding whether they will continue to meet if so, for what purpose and how often would they meet. The members discussed the history of the taskforce formation and purpose. They discussed the challenges of the task forces.

Philip and Annie reported for the **MSM task force**. They met and decided to meet on an "as needed basis." They will refer to their meeting under another name such as work group instead of task force. They felt that task force indicated something more than two people meeting to discuss MSM issues. They will be available to look at issues as needed by the CPG, they will be also be available to assist in recommending members for focus groups, and they would like a literature search to be completed by JSI to help guide the CPG. They did not feel that a monthly meeting would be necessary to accomplish this. Vinnie Velazquez reported for the **IDU task force**. Derrill Isom concurred with her report. The IDU task force met and discussed the following: much information has already been collected but not enough time to analyze it to make some of the needed recommendations. The group did however come up with some recommendations from their recent work. They recommend that funded programs should be required to join a task force/workgroup. Counselor certification should require more HIV training, there should be a time set aside where the task forces can discuss further, the data that they have gathered to date. There may be important issues that cross the priority populations/task forces. This group has decided to meet on a quarterly basis. She will e-mail MHRH for data related to specific issues one week before the meeting. They will

look for trends that should be examined. Rebecca Boss will pull the information for the group. If the CPG has specific questions that they would like the group to examine, Vinnie can make the request, the group can discuss it and get back to the CPG. The next IDU meeting is April 4th 2007 at MAP.

Dee Dee reported for the **Women's Task Force**. The women's task force will continue to meet on a monthly basis. They have a retreat coming up. They are looking for a facilitator for the retreat. They are focusing on quality and access to services for women. They will be ready to report their findings to the CPG.

Tony reported for the **Youth Task Force**. He says that they have had ups and downs in membership attendance, but the task force is doing well. They have adjusted their meeting schedule to keep their youth Co-Chair. Candy, the adult Co-Chair has been in surgery. She will call a meeting when she is back.

Lucille reminded the group that the Health Dept is looking at JSI for more time to devote to a community assessment.

Lorraine explained to the group, that the plan is to try to have JSI do the primary community assessment for the CPG. The community assessment will not be dependent on the taskforces information, but will be inclusive of the task force information. The task forces/workgroups may assist in organizing or participating as part of a focus group. The plan should take the pressure off the task forces; to be creative in gathering added anecdotal or other data that a broader community assessment may miss. It should be a win-win situation for the CPG.

CCC Report: The group has not met since the last report. The next meeting is Thursday January 25th 6:00 at Elmwood Community Center.

Jamie Serper provided update on REACH. Jamie is covering REACH as a result of Jenn Steinfeld's leaving to take another position. The position is posted. Dee Dee asked why so many courses in the REACH catalogue was co-sponsored by DATA. Lucille said, that Jenn may have known she was going to leave and wanted to make sure the training's happened. It's time consuming to organize the trainers. She would not know how long it would take to have someone fill her position. Dee Dee said, that she heard the reason, but was not happy with it. Jamie said, the goal was to have less co-sponsored trainings because a DATA class can only take 30 people.

RRR Discussion & Reflections: Lorraine summarized the event for the members who were unable to come. The event received great news coverage. The members' watched a 2 minute news coverage clip of the event.

RFP Map Steps Lorraine reminded the group that this agenda item came in response to issues raised by Vinnie in the last meeting. Dee Dee deferred the issue to another meeting and this presentation came about as a result of that discussion.

Paul proceeded with a power point presentation of the RFP process.

Yankee Swap Lucille Minuto facilitated a team building activity entitled Yankee Swap
Community Update:

Dee Dee announced Sojourner House birthday March 2nd
Campaign to end AIDS town meeting March 10th
January 27th 5:00 Bake sale for residential facilities.

Public Comment: None

Old Business: None

New Business: (Reach update discussed under CCC report)

Meeting Objectives were reviewed the members agreed that all objectives were met. Lorraine collected written **evaluations**. Meeting adjourned w/ *Red Ribbon Raffle*.

