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**Minutes** ☘ Monday, July 12, 2021  
4pm-6:30pm

*Virtually through Zoom*

**Council Members Present:** *Michael Louder (Council Co-Chair), Richard Prasad (Country Doctor, NAPSRA Co-Chair), Amber Casey (Hepatitis Education Project), Susan Buskin (Dept. of Public Health-Seattle & King County), Andrew Ashiofu (Ad-Hoc Chair), German Galindo, Lina Stinson-Ali, Genie Sheth (City of Seattle-Human Services Dept.), Ray Harris (Washington State Dept. of Health-Ryan White Part B), Teresia Otieno (Center for Multi-Cultural Health), Jonas Nicotra (Membership/Operations Co-Chair), Katie Hara (Council Co-Chair, Madison Clinic), Ron Padgett (NAPSRA Co-Chair), Michael Lidel, Tony Radovich (System of Care Co-Chair)*

**Council Members Absent:** *Hector Urrunaga-Diaz (Bailey-Boushay House)*

**Planning Council Staff Present:** Karen Chung, Wilson Pipkin (minutes)

**Recipient Staff Present:** Linda Coomas, Mark Baker, Shila Wu

**Visitors Present:** Jake Ketchum (Dept. of Public Health-Seattle & King County), Paul Park (Lifelong), Howard Russell (AIDS Health Foundation), Dennis Torres (Gilead), Karen Hartfield (Dept. of Public Health-Seattle & King County), Isadora Freeman (Spanish/English interpretation)

*Italics denote Planning Council Membership.*

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**I. Welcome, Meeting Rule Reminder, Introductions and Announcements**

The Facebook page for Council is live and the link was sent out to Councilmembers via email. There is a more robust and easier to use email list being implemented by staff.

The End the HIV Epidemic team is currently in the process of signing the contracts for the north end low barrier clinic. There is a request for applications (RFA) coming out soon for the south end low barrier clinic.

**II. Meeting Agenda**

*The agenda was approved as written by acclamation.*

**III. Meeting Minutes**

*Minutes from the Food & Meals data presentation were revised for accuracy. It is unconfirmed if there is Kosher or Halal food, and this line was deleted. The first bullet point was changed to say, "program assessment," and the third bullet point was changed to say "Client feedback is reviewed during the monthly manager meeting."*

*The June minutes were approved as amended by acclamation.*

**IV. Public Comment**

None.

## V. Recipient Report

The Ryan White funding application is due in October, and Recipient staff is working on this and contracts with agencies. There were 4-month interim contracts, and the 8-month contracts should be finished shortly. The Recipient sent out a provider survey to gather data on under application for funds, which closes today. The Recipient will report out on the data gathered from this survey soon.

## VI. Executive Committee Report

This committee met on the historically hottest day on record, and so the meeting ended early after approving the Council agenda.

The Ad-Hoc Committee on food vouchers and the Food & Meals service category had their first meeting where everyone brought forth their mission, vision or goals for what they hope the committee will achieve. A poll was sent out to gather availability for a regularly scheduled and this meeting will be on the second Tuesday of every month from 4pm-5:30pm.

***<Isadora Freeman joined the meeting to provide Spanish/English interpretation.>***

The goal for the August Ad-Hoc meeting is to go over Mark's presentation in detail. The next goal is to reach out to community-based organizations (CBOs) engaged with marginalized populations impacted by HIV/AIDS to increase application for food vouchers and discovering what the barriers to vouchers are.

***<John Rodriguez joined the meeting.>***

There was some confusion on the Health Resources and Services Administration (HRSA) and how agencies receive funds. It was clarified that HRSA provides funds to the Recipient, the Council prioritizes and allocates these funds, agencies apply to a request for applications (RFA) put out by the Recipient, and contracts and quality control are managed by the Recipient. Agencies have to be non-profit to apply for funds, and that uses of the funds must be tied to health outcomes.

***<Ron Padgett joined the meeting>***

## VII. Membership/Operations Committee Report

Council staff is working with this committee to provide an implicit bias training for the Council. The initial goals set were to have a facilitator/trainer that is Black, Indigenous or a Person of Color (BIPOC), has in-house language services and is easy to contract with for King County. *Ray Harris* and *Michael Lidel* have been confirmed by the Executive's office. *Alora* asked to be removed from Council membership and *Paul Park's* application will be reviewed. This committee is discussing requiring attendance to both a Council and Committee meeting before applying for membership.

***<Dennis Torres left the meeting.>***

This committee is also working on meeting rules and policy to standardize across committees. One currently proposed change is asking attendees to say their name before each comment to allow for accessibility once in person/hybrid meetings are happening. The overall goal of suggested changes is to increase access as well as understanding between Councilmembers and stakeholders. Co-chairs of other committees were asked to attend this committee. Frustrations were expressed about asking people to join another committee to have a voice in changes made. The Executive Committee exists to bring the co-chairs together to discuss and approve changes which are then brought before the Council for discussion and approval. Membership/Operations has taken on an ambitious workload and that there are very few members of the committee.

The implicit bias training is being contracted out and not developed in house. Dr. Michele Andrasik was suggested as a premier trainer on this, and there was much consensus on her skill

as an educator. Council staff will add a discussion on meeting frequency to the next +Caucus and Executive meetings.

### **VIII. Needs Assessment, Priority Setting & Resource Allocation Committee Report**

There was a request to refer to this committee as the needs assessment committee during the meeting, instead of NAPSRA, for ease of interpretation. The committee is currently working on the upcoming needs assessment and reviewing possible questions and historic data. They went through and removed some questions, including questions related to demographic data that does not have an obvious need to be collected. The committee will discuss how to format, design, and disseminate the survey. COVID-19 is a major consideration in these discussions. Ensuring that the method of delivery for these surveys does not skew the data between each method of collecting data is key.

University of Washington (UW) students and volunteers were discussed as possible options for support staff. The main work currently is the design of the survey questions. There is budget for translating the survey and for incentives. Any volunteers will be Health Insurance Portability and Accountability Act (HIPAA) compliant, and confidentiality will be ensured.

### **IX. +Caucus Report**

*John* was not at the last meeting, but *Andrew* was present as the rotating co-chair. The +Caucus discussed at length the language of the brochure and what languages are needed in order to reach populations most impacted by HIV. African immigrant and Latinx populations were highlighted as key populations. The breadth of languages spoken even in a single African country is massive. Spanish, Amharic, French and Arabic were decided upon as best languages to start with in translation of the brochure. Spanish will reach the Latinx population and Amharic, French and Arabic should cover a large portion of the African immigrant population. Asian American/Pacific Islander populations are the next major area of translation and outreach efforts.

The +Caucus reviewed a draft of the Planning Council Primer, and a list of commonly used acronyms was requested. There is an upcoming forum at 4pm on July 28<sup>th</sup> on decriminalization of HIV/AIDS and the United States People Living with HIV (US PLHIV) Caucus is organizing this. Social life and dating while positive are topics to be discussed, and there will be community activists and Councilmembers present for a panel. The Washington Administrative Code (WAC) was recently updated for the first time since the 80s on this topic, but HIV is still not fully decriminalized. Stigma is a huge issue, and stories are being gathered around the criminalization of HIV. Through Positive Eyes is now showing at the Bill & Melinda Gates Foundation, which is gathering and exhibiting these stories. Previous Council members are a part of this exhibition.

### **X. System of Care Committee Report**

This committee is still looking for a second co-chair and is currently reviewing the standards for Food & Meals to coincide with the work of the Ad-Hoc Committee.

**<Andrew Ashiofu left the meeting.>**

Early Intervention services (EIS) is the next service category to be reviewed. It was stated that this is the only meeting that meets in the morning every fourth Monday at 9am. EIS is centered around counseling and referrals for people newly diagnosed with HIV. Some case management and HIV testing outreach are also provided in this category. This fits underneath the test and treat pillars of the End the HIV Epidemic (EHE) funding. EIS is currently funded by Ryan White Part A (RWPA). There is a testing component, a health education component, and there is linkage to services and care. There is some crossover with HIV prevention due to testing, and this has been funded since 2017.

*<Michael Lidel joined the meeting.>*

**XI. Adjourn**

**NEXT MEETING: 8/9/2021**