



IHIPC Steering Committee Meeting Minutes -Tuesday, August 4, 2020, 9-10 am

Members Present: J. Nuss, N. Holmes, L. Meyer, S. Rehrig, M. Maginn, J. Erdman, S. Zamor, L. Roeder, M. Gaines

Members Absent: C. Crause, J. Charles, J. Dispenza

1. Welcome/Roll call/Personal Pronouns – *See above list.*
2. Outstanding “Follow-Up” and “Actions Needed” from last steering committee meeting  
***None***
3. Membership items
  - **Review Updated 2020 Cumulative IHIPC Committee Roster**  
The updated roster was reviewed. There have been just a few members with committee attendance issues. They have all received reminders and counseling about attendance. One member with 4 absences asked and was granted an exception due to work on COVID-19 activities.
  - **Update on 2021 membership applications received to date**  
To date we have only received one application for new membership. Applications are due Sept. 15. We have distributed the information to our members, IDPH staff, grant monitors, and community stakeholder list and have asked them to disseminate it to their colleagues and others they feel may be interested in membership. We recently sent an email to care and prevention lead agents asking that they share the information with their consumer reps, peer navigators, and peer workers. We also have asked C. Hoots to disseminate it to her FQHCs and community health centers that she works with and have asked S. Jones to communicate with her contacts at the CBOs directly funded by CDC for High Impact Prevention in Chicago. Our highest priority region is Region 5 where we will have no members by the end of the year; second highest are Regions 2 and 7 where we will have only 1 member each by the end of the year. In terms of demographic representation, our highest priority is MSM of color, young MSM, and Hispanic HRH.  
**Action needed:** Committee co-chairs were asked to remind members at their upcoming meetings to try to identify at least one person who might be interested in membership and reach out to them.
4. **Review/Reach concurrence on member Term Renewal Requests**  
Four members were up for term renewals. Three submitted requests. The other member was C. Hoots, our liaison from IL Primary Health Care Association. Since she has taken on more responsibilities, she would like another staff member who is over HIV-related grants with the

community health centers take on the liaison position in 2021. We have asked her to submit an application.

**Action taken:** It was mentioned that the Membership Committee reviewed these renewal requests at its meeting yesterday and approved them all.

After review of the requests and the last 2 years' committee and meeting attendance records for the 3 members in question (D. Hunt, L. Meyer, and A. Meirick), the Steering Committee also reached unanimous consensus to approve the term renewal requests.

5. [Review/Approve agendas for October 26-27, 2020 IHIPC Webinar Meetings](#)

The agendas for the 2 day meeting were reviewed. It was suggested that we add a GTZ Implementation Update to the agenda.

**Action taken:** With the above addition to the agenda, the group reached consensus to approve the agenda.

J. Nuss asked if there was a formal motion to accept the agenda with the above changes.

M. Maginn made the motion to accept the agenda and N. Holmes seconded the motion.

**Action needed:** J. Nuss noted that she would send the agendas out to the full membership for a vote by the end of the week.

6. [Brief Updates from IHIPC Coordinator/Co-chairs](#)

- [Update on restructuring of IHIPC Committees and Workgroups](#) –Will be updating the Bylaws and Procedures to reflect this restructuring. These updates will be presented to the full group at the October IHIPC meeting.
- [Update: Risk-targeted focus groups](#)
  - No updates

7. [Committee Reports and Actions Needed – \(Provided by Committee or IHIPC Co-chairs\)](#)

- [LTC, RRC, ART, & VS Committee \(and workgroups\)](#)

The group is currently updating the Interventions and Services Guidance for 2021. Other than adding the Care Compendium to the document, there are few anticipated changes: adding more about virtual interventions and telehealth options; adding the Safer Services protocol as an appendix; and identifying which interventions are easier to implement and less costly.
- [Primary Prevention Committee](#)

Same update as for LRAV Committee
- [Epi/NA Committee](#)

The group is currently finalizing its presentation on the definitions for the prioritized populations. Members of the Epi/NA Committee participated on a July call with the Gender Language Workgroup to discuss the decisions made by the Epi/NA Committee upon review and vetting of the recommendations made by that workgroup.
- [Membership Committee](#)

The updates from this committee were previously discussed (membership attendance/participation, status of new member applications, and term renewals)

8. [Adjourn](#)