



### Illinois HIV Planning Group Meeting Minutes

**Date:** October 25, 2016

**Hotel:** Crowne Plaza Hotel

**Address:** 3000 S. Dirksen Parkway, Springfield, IL 62702 **Phone Number:** (217)-529-7777

8:00 -9:15 am ILHPG Business Meeting, Plaza F, First Level			
Agenda Item	Time	Presenter	Purpose and Objectives
<b>Breakfast:</b> Buffet for ILHPG Meeting attendees in Plaza F Meeting Room	7:30-8:30 am	Full ILHPG	
Call to order	8:00 am	ILHPG Committee Co-Chairs	The meeting will be called to order.
<i>The meeting was called to order at 8:00am</i>			
Welcome, Introductions, Moment of Silence; Review Meeting Agenda/Objectives; Review principles of respectful engagement; Announcements	8-8:15 am	ILHPG Committee Co-Chairs	<ul style="list-style-type: none"> <li>Moment of silence acknowledged for people with HIV</li> <li>Define clear goals for meeting and guidelines for meeting process</li> <li>Review agenda, meeting materials, and meeting procedures</li> </ul>
<i>The Government Co-chair welcomed all members and guests to the meeting. She reminded the attendees of primary function of the ILHPG. The Community Co-chair introduced facilitators and presenters and led the group in recognizing a moment of silence for people infected and affected by HIV. The Government Co-chair reviewed the agenda with attendees and led roll call of all physically present and remote participants. She also reminded participants that Meeting Participant Profile Cards and Public Comment Cards were available at the sign-in table. The Community Co-chair conducted announcements. She informed the group of announcements about member updates, attendance rosters, and the ILHPG newsletter. The Government Co-chair then reviewed the meeting objectives and take-away points with participants.</i>			
Presentation of “Guide” to Assist Providers in Selecting HIP Strategies and Interventions that Can be Substituted for Un-vetted RRC and GPS	8:15-8:25 am	Interventions & Services Committee Co-Chairs	<ul style="list-style-type: none"> <li>Educate members on guide developed by I&amp;S Committee to assist grantees in selecting interventions and aligning with HIP</li> </ul>
<i>Jeffery, the Interventions and Services Committee Co-chair, presented a guide developed by the I&amp;S Committee that can help HIV providers choose CDC-supported, behaviorally effective and cost-effective HIV prevention interventions and strategies that can be used to replace unvetted interventions like stand-alone Risk Reduction Counseling and Group Prevention and Support activities as they are no longer supported by CDC or IDPH. The following interventions were recommended by the committee and were explained in detail ( the Guidance Document with the listing and descriptions of recommended interventions and strategies is available at <a href="http://ilhpg.org/docs102516">http://ilhpg.org/docs102516</a>):</i>			
<ul style="list-style-type: none"> <li>Individual-Level Strategies and Interventions for HIV+ individuals: CLEAR, CRCS (Comprehensive Risk Counseling Services), HEART, Partnership for Health, SMART Couples</li> <li>Individual-Level Strategies and Interventions for HIV- individuals: Comprehensive Harm Reduction Services, CRCS, Personal Cognitive Counseling (PCC), Sister to Sister</li> <li>Group- Level Strategies and Interventions for HIV+ individuals: Healthy Relationships, WILLOW</li> <li>Group- Level Strategies and Interventions for HIV- individuals: Many Men, Many Voices (3MV), VOICES/ VOCES</li> </ul>			
<i>Jeffery explained that the I&amp;S Committee is recommending these interventions and strategies because their implementation is relatively simple and cost-effective. The committee is working with the IDPH HIV Training Unit to bring trainings on these interventions and strategies to Illinois. For RIG Grantees, lead agents should have capacity building dollars in their budget to help providers attend trainings. At the end of the presentation, Jill was announced as the new I&amp;S Co-Chair and Andre Maberry was announced as the new HIV Risk Reduction Activities Coordinator at IDPH.</i>			
Questions and Discussion	8:25-8:30 am	Full ILHPG	
<i>Comment: Sometimes the videos in interventions are not necessarily risk group focused.</i>			
<i>Answer: The CDC has allowed some older videos to be replaced with newer videos from other interventions, like Safe in the City. There is some leeway to use more updated videos in delivering these interventions.</i>			
<i>Question: Please explain the connection between CRCS and PrEP.</i>			
<i>Answer: PrEP counseling can be integrated into CRCS as the goal of CRCS is to establish a goal with the client and achieve it over an allotted time period. Therefore, it is applicable to clients whose goal is to start or adhere to their PrEP regimen.</i>			



Present Results of 2017 New ILHPG Member Recruitment and Selection Process	8:30-8:40 am	Membership Committee Co-chairs	<ul style="list-style-type: none"> <li>• Inform and engage membership in results of recruitment and selection for 2017 and alignment with identified gaps and priorities for membership</li> </ul>
<p><i>Marleigh, HIV Community Planning Intern, presented the 2017 New Member Recruitment and Selection Process on behalf of the Membership Committee Co-chairs. First, she reviewed the gap analysis that was presented to the ILHPG at the April meeting. She also reviewed the interview scoring matrix for 2017 new member selection, which was revised in May to reflect the gap analysis. Scoring criteria included epidemiologic link, regional representation, knowledge and skills, demographic representation, knowledge of HIV planning, and HIV status/ relationship to HIV positive individual. Marleigh then explained the application and interview process and recognized the interview teams for their contributions to the new member selection process.</i></p> <p><i>Marleigh explained that after reviewing all applicants, the Membership Committee recommended six applicants for new membership. Through this recommendation, five priorities in the gap analysis would be filled. She explained that although there were not as many applicants as in past years and not all priorities were filled (especially regional representation and regions 2 and 4), she, Janet, and the interview teams are confident that these applicants are of high quality and will be great assets to the ILHPG.</i></p>			
Discussion and Vote on Recommendations for 2017 New ILHPG Voting Membership	8:40 am	Parliamentarian/ILHPG Co-chairs	
<p><i>Mike made a motion to accept the recommendations for six new voting members to begin their terms in January 2017. Steven seconded the motion. With no discussion, a vote was taken and the following was announced: <b>The motion carried with 20 votes in favor, 0 opposed, and 0 abstentions.</b></i></p> <p><i>After the vote, the Government Co-chair informed the group that the new members will be informed of their acceptance into the ILHPG and will complete orientation in December. They will also be invited to attend the December meeting. She thanked everyone involved in the interview process for their help.</i></p>			
<p><i>At the end of the meeting, Mike, Tobi, and Chris were recognized as their ILHPG membership terms are coming to a close in December. Mike, Chris, and Tobi all completed five year terms. They each received a plaque for their commitment to the ILHPG.</i></p> <p><i>Valerie was recognized for her role as Community Co-chair. She also received a plaque for her commitment to her role and the ILHPG.</i></p>			
Adjournment	8:50 am	ILHPG Co-chairs	