



HIV PREVENTION COMMUNITY PLANNING GROUP
Tuesday, September 16, 2014
Indiana State Department of Health
2 N. Meridian Street, ISDH
Conference Call

Members Present

Member's Name	At Meeting	Not at Meeting
Andrea Perez, ISDH Co-Chair	X	
Jason Clanton	X	
Rochelle Feldheiser-Keyes,	X	
Derwin Gary	X	
Latorya Greene, Community Co-chair	X	
Phaedra Greer	X	
Valjin Harvell	X	
Mark Anthony Hughes	X	
Christina Karch	X	
Marissa Miller	X	
Meredith Short	X	
Christopher Simons	X	
Marvina Trotter		X
Satin Francis-Hill, Prevention Manager		X

ISDH TA Name	At Meeting	Not at Meeting
Susan Newton, CPG Liaison	X	
Rupert Arceo		X
Vivian Arnold	X	
Darin Foltz	X	
Brittany Gross		X
Dan Hillman		X
John Hon		X
Brenda Mason		X

Community TA Name	At Meeting	Not at Meeting
Anita Ohmit		X
Michael Exom		X

Visitor's Name	Agency
Randal Buffington	OraSure Technology



Minutes

Mission –Latorya Greene read the CPG Mission

Ground Rules – Rochelle Felderheiser-Keyes read the CPG Ground Rules

Agenda – The agenda was approved as it was written.

July CPG Minutes – There was a consensus that the July 2014 minutes be approved.

Group Assessment Form –

- Comments regarding time line for the HIV Jurisdictional Plan and other general items. This will be discussed more at the CPG Retreat.
- Most of the comments were positive – everyone seemed happy with the progress that has been made.
- An assessment form will be sent out to members to complete for today's call.

Attendance – There were no corrections were made.

Expenses – There were no changes made to the CPG Expense Report.

Executive Committee Report

- Members were reminded of the importance of attending committee meetings/conference calls; this is where the actual work is done.
- A question was asked about the cost of updating the CPG Brochure, Susan Newton will check into this.
- Members were asked to vote on the letter of concurrence; there were no changes made from January 2014 thru June 2014 to the Indiana HIV Jurisdictional Plan. There were seven (7) yes votes for the letter of concurrence received via email. There are updates that will be made to the Jurisdictional Plan at some point in the near future by ISDH.

Division Report

- Satin Francis-Hill is the new HIV Prevention Manager and Hanna Horn is the new Service Manager.
- There was a CHSPAC meeting held in August 2014. CHSPAC is now the responsibility of Darin Foltz. This was the first meeting since August 2013. Working with CHSPAC will be an advantage to the CPG in regard to the Engagement Plan.
- The IPR was submitted on September 15, 2014.
- The State Health Commissioner, Dr. VanNess has resigned, his last day will be in mid October.

Committee Reports

- **Evaluation Committee**
 - The committee has reached out to Anita Ohmit to help the Evaluation committee develop a plan to help the committee more effectively evaluate the CPG materials.
- The next committee meeting will take place on October, 8, 2014.
- **Engagement Committee**
 - The committee developed a table. The committee is waiting on feedback from ISDH and CPG Members.



- **Membership Committee**
 - It is recruitment time. Each member was sent the seat matrix. Members were reminded that it is part of each member's obligation to reach out to those they think would be a good fit for the vacant seats and ask them to apply for membership. The deadline for application submission is September 30, 2014.
 - A question was asked; how can we increase the number of applicants? It was suggested that a brochure be developed (revamp the current brochure) to state CPG's successes. Vivian Arnold, TA will work on this project; updating the current CPG brochure and present a draft to the full body at the CPG Retreat.
 - The question was asked if CPG is on LinkedIn; The CPG is not currently on LinkedIn. LinkedIn is an opportunity to market the CPG; membership drive, meetings etc. Latorya Greene has agreed to look into LinkedIn.
- **Advocacy Committee**
 - It was stated that once the Advocacy Committee meets a notice can be put on LinkedIn to give the CPG more exposure. The Advocacy Committee is planning on meeting on September 22, 2014 at 2:00 pm. Susan Newton will send out the conference call information to the Advocacy Committee members.
- **Retreat**
 - Susan Newton has contacted Ball State University and the YMCA Flat Rock Camp. CPG members have been asked to send their retreat suggestions; items for the agenda, location suggestions, etc. by Wednesday, September 24, 2014 to Susan Newton.
 - The HIV Cascade (Care Continuum), Ryan Nix (Prison Release Program), Walgreens (Their prospective on the HIV OraQuick Home Test), Randy Buffington (OraSure Technology) – OraSure's prospective on the HIV OraQuick Home Test are tentative items for the Retreat Agenda.
 - Latorya Greene and Val Harvell have agreed to be on the Retreat Committee. The committee will meet the week of September 21, 2014.

Old Business – The new STD (DIS contact) map was sent out to all CPG members.

Public Comment – There were not comments

Announcements

- Latorya Greene has a new position as Special Education Coordinator with St Joseph Regional Medical Center.
- Brittany Gross, Viral Hepatitis Prevention Coordinator, TA had twins; everyone is healthy and doing well.
- Ramon Morton past CPG Co-Chair lost his father please keep him and his family in your thoughts.

CPG Retreat, Tuesday, November 18th Location TBD

CPG Meeting, Wednesday, November 19th Location TBD