Epidemiological Profile Presentation by Mark Wiehn:

At 10:30am, Mark Wiehn from Luther Consulting gave a brief PowerPoint presentation of the Epidemiological Profile. Because Mr. Wiehn mistakenly thought there was a time constraint, only 26 of the 60 slide presentation were presented. The presentation will be posted to the ISDH website and emailed to the CPG members at a later date. Dan Hillman will give a full report on Epi 2007 in September 2008.

Epi Populations Committee Report with Recommendations:

Comment: The Epi Populations Committee expected to receive a full presentation of all 60 slides. Mr. Wiehn did mention that the entire presentation will be made available to the State. **Per Barbara Burcham, ISDH will fulfill its earlier obligation by sending the complete presentation to all members via e-mail and also make the Epi Profile available on the web.** The CPG plan to use the slides for the next planning cycle

- Make the Epi Profile user friendly
- Include an explanation under each slide that gives a explanation of what each slide represents in speaker notes section
- For the “Other” and “Unknown” categories: 1) explain what other entails and 2) give details for the “Other” and “Unknown” categories, if the categories are greater than 5% or more – do for every Epi presentation
- Give the people what they ask for

Consensus to accept Epi Committee recommendation
Summary of Slides

- People Currently Living with HIV/AIDS (Prevalence) by Race/Ethnicity by Sex 2006
  - The rate for Black/African American is increasing

- Current Number of Persons (Prevalence) Living With HIV/AIDS by Mode of Transmission 2006
  - Other: The 18.6% is a combination of smaller categories combined

- Incidence Rates (Absolute Numbers) for HIV, AIDS, and HIV/AIDS, 2004-2006
  - Rate 2006 – HIV/AIDS 8.7 (has increased for 2006)

- New Infections (Incidence) of HIV, AIDS, and HIV/AIDS by Sex, 2006
  - (males out number females – 80% males / 20% females)

- New Infections (Incidence) of HIV/AIDS by Age at Diagnosis, 2004-2006
  - Age Groups 30-39 and 40-49 (grew in 2006)

- New Infections (Incidence) of HIV/AIDS by Age at Diagnosis, 2006
  - (those infected now are a lot younger)

- New Infections (Incidence) of HIV/AIDS by Race/Ethnicity, 2006
  - Black and Hispanic are the highest growing w/ highest incidence rates

- Migration
  - (there has been no change, regardless of location)

- In-Migration by Health Region, 2006
  - (most seen in Region 6)

Summary

- 81% male dominant
- There has been a dramatic increase in ages 20-29 year olds
- African Americans and Hispanics have the highest Incidence rates
- Strongly MSM driven

Minutes: Minutes were emailed to members as an Adobe file

- November 2007 - approved
- January 2008 - approved with corrections requested by the Executive Committee conference call

Self Assessment:

- November 2007 - approved
- January 2008 - approved
- Note: A new column was added: ‘No Response’
  - A Self Assessment Form was added to be completed and results distributed to all members at the following planning meeting

Executive Committee

- January 2008 – approved
- February 2008 – approved – (Harm Reduction Kits were purchased with the extra money and were available for pick up after the meeting).
Issues/Comments Surrounding Committee Minutes:

- Three were unable to receive or open minutes (via e-mail or by intranet). For others, the footnotes were missing. JT, Larry Harris and Anna Urias Hail will need a hard copy;
- Sending minutes by e-mail has proven to be cost effective. A member made the comment that emails can be accessed at many venue sites including public libraries and members should do what is needed.

Note: Please contact Vivian Arnold, Ramon Morton or Barbara Burcham if you haven’t received your minutes one week prior to the next meeting. You may contact Ramon Morton at 219-644-7532.

Barbara Burcham presented a Timeline for 2008 to the Executive Committee as a document in process to consider for planning purposes. The document would be updated.

In 2008, committees will receive a notice of rescission in CDC Prevention dollars. Rescission was 1.98% which equaled to about $33,000.00. Sites and contracts would not be affected and funded sites should not have a negative impact.

Timeline:
- Imperative for committees to designate someone to take notes at meetings who is good at writing them and can keep them in their folder.
- Committees are to meet in off months between CPG meetings
- ISDH application to CDC is a work in progress in July and August for September submission
- Committee responsibilities listed on timeline were taken directly from the guidance

Division Updates:

Larry Harris: Assistant Director, HIV/STD

Sarah Renner, Deputy Assistant Commissioner, Human Health Services Commission, was asked if there were any written policies on HIV/AIDS that the committee could review. The answer would be provided at a later time (was placed in parking lot). Ms. Renner also described the 3 Core Functions of Public Health: Data, Plan and Evaluate and Implement

New Staff: Marsha Ford, HIV Prevention Specialist, (position previously held by Erika Chapmam) 
Elloise Johnson, Secretary, HIV Prevention
Telisa (Lisa) Lloyd, Comprehensive HIV Services Planning Advisory Council (CAB/CHSPAC) Liaison

- HIV Prevention Positions: Applications have been received and await review. Mr. Harris hopes to start the interviewing process by next week. The two positions are, State CPG Liaison and Health Planner II (position previously held by Candice Mitchell). Mr. Harris hopes to have both positions filled by May or June of 2008.
  - Positions Currently Filled (In-house):
    - ARC/Surveillance, Alicia Anderson,
    - HIV Services Core Liaison, Telisa (Lisa) Lloyd
    - Secretary, HIV Prevention

Cathy Archey-Morgan: Training and Development Program reported:

Routine Testing in Emergency Departments
• Completed routine testing in May 2007. One individual in attendance asked 25 other people to take the test. Out of 25 asked, 23 accepted on the first day. A supervisor’s signature is now being required for anyone wishing to attend this class along with a written self assessment following the training.

HIV Prevention Counseling Updates

• To meet the current needs of participants, training was expanded. Participants may now go to the computer lab for training on LIMSnet and receive an additional presentation on IV drug use and risk factors.

Quarterly Meeting

• The HIV/STD Quarterly Meeting will be held on April 2, 2008. The meeting will begin promptly at 9:30am. Training provided this quarter will include, Clear view Rapid Testing, LIMSnet, and Luther.

Please refer to your hand out for additional information

Erika L. Chapman: Adult Viral Hepatitis Prevention Program reported:

• Attended a meeting with other Adult Viral Hepatitis Prevention Coordinators in Atlanta to find out what was going on since the initiation of the grant in November and what is happening in other states around viral hepatitis

• Using surveymonkey.com in order to solicit training needs of HIV Prevention, STD clinics, and other programs statewide

• Hepatitis training will be conducted in upcoming months and need the input of providers as to what they need.

Andrea Perez: Committee of Color/Prevention reported:

• Planning has begun for the Black and Minority Health Fair and the Division will be a sponsor. This year, the Division is working in partnership with the Damien Center creating opportunities for agencies to participate that have been unable to in the past due to finances. Both are working diligently to create an HIV Pavilion where all HIV related exhibitors may cluster. Ms Perez will keep everyone informed as the planning continues.

• In March 2007, Ms. Perez, Lois Carnicom and Lisa Lloyd attended a forum in Chicago hosted by NASTAD which focused on African American women and have worked to develop plans. The forum is being repeated this year with the Northeast Region and Ms. Perez will attend and present a report on the accomplishments of the Indiana team. A presentation will also be presented to CPG.

• Jasmine Burnett is the Interim Director of Resource Development at the Damien Center and is also serving as a Black AIDS Institute Fellow. She is working with us to create the HIV Pavilion at the Health Fair and is supporting mobilization efforts surrounding HIV prevention in the African American community.

Susan Newton: HIV Prevention  (No report given for this period)

Katherine Browne: STD report for Dawne DiOrio Rekas:
• Will check into new outbreak stats given.

Daniel Hillman reported:

• The *Medical Monitoring* project is currently being implemented. This period will end May 31, 2008.

• The “Never In Care” program has been implemented. Its purpose is to seek out HIV positive persons who are not receiving services to determine why and what will better assist them in receiving care.

Cindy Clark reported:

• The next Quarterly meeting will be held on April 2, 2008. Please sign up for one of the webinar trainings with Luther Consulting if you haven’t done so already. They will be available for training/consultation regarding the CTR form and its use.

• Everything regarding Luther Consulting and the new CTR will be changed effective March 24.

Barbara Burcham reported:

• Continue to communicate with her to eliminate internet/website problems in a timely manner.

• The CPG Prevention Plan is on CD and on the web at http://www.in.gov/isdh/programs/hivstd/prevention/prev-plan-2008-2010/index-TOC.pdf To access the full plan click on the Table of Contents.

• The CDs are being updated and should be in this afternoon. The plan is in PDF format and is very large and it will take some time to run. It’s good if you have dial-up – great if you have or know someone with DSL or another system that’s faster to run this document

• Luther was also available to go over the CPG forms.

**Committee Time:**

Ramon Morton:

• The consensus and approval for a new membership, re-application, agreement to serve and cover letter forms was tabled. The request to provide Barbara with the demographic collections was approved.

• Discussed form revisions. The membership committee did not meet. Designed a new application form and will need all to review. Would like this approved as the reapplication and membership application. Will come back later to do a cover letter. Request that the body do a consensus on the application and reapplication form for CPG membership

**Question:** For those members already serving on the committee, if they don’t pass the re-application, are they dismissed?

**Recommendation:** Wait until the membership committee completes its requirement to reapply.

**LUNCH BREAK:** 12:00 -1:00pm

**Committee Reports:**
STD (Presenter: Dolly Lozano)

The charge for the STD Committee is to keep STD in the mind of those doing HIV counseling about the importance of STD awareness during counseling and to help prevent the further spread of any infections. HIV and STD have always been separate, but when looking at the STD infection rate, people who have had a history of syphilis, herpes, or other STDs, are the ones with HIV today (not that one causes the other) but that there is a strong correlation between the two. According to Ms Lozano, education is our first defense.

- Discussed the possibility of providing Venipuncture training to HIV counselors to educate them on STD transmission and symptoms thus promoting a “total package screening”. It is believed this solution will also promote more HIV testing.

- Counselors may refer clients to various STD clinics where the Hepatitis B vaccine is offered. Erika will make available the list of agencies needing STD education and will do a 15 minute presentation on Hepatitis A, B and C.

- The committee will meet with Dawne to discuss HIV and neurological symptoms and Erika’s survey to include STD education

- In the future, Erika will talk about the accelerated Hepatitis B vaccine

EPI Populations (Presenter: Mark Hughes)

Mr. Mark Hughes made an official announcement that he is resigning as Committee Chair of EPI Populations effective March 18, 2008 due to work and other obligations. He plans to remain with the CPG and EPI Populations but not as Chair. He felt it was in the best interest of the Committee to have someone fully devoted to the Committee and its needs. Mr. Hughes stated there would be a conference call next week to discuss his replacement. Current issues discussed:

- The emerging populations (Hispanic women and youth) from Mr. Weihn’s presentation
- Bringing back Dr Manoji to work with EPI Populations
- EPI Populations would need to stay up on the trends at all times; learn how the trends would affect the target populations already being served and address anything new emerging.

Needs Assessment (Presenter: Debra Stanley)

This Committee met with the Budget Committee to ascertain the amount of resources allocated to Needs Assessment from CPG. The Committee plans to formulate a budget during the next official meeting and to narrow their focus for 2008. After full budget, will request support from ISDH.

- TA request to Notre Dame Community-Based Research Advisement. Meet with researcher first Tuesday in April.
- Will continue to accumulate mini-research results from CPG members and committees.

Intervention (Presenter: Diana Bowden)

- Ms Bowden was asked by the Advocacy Committee to draft what they’re going to send with Jerry Burkman to deliver to Dr Judith Monroe in advocating for Needle and Syringe Exchange programs. Ms Bowden and the Interventions Committee determined that the best format would be a cover letter (signed by as many members of the body as possible), a brief supporting document (that would include copies of the Indiana Code) plus research articles. Plans are to have it finished by the beginning of April, submitted via email, to the body for review and discussion during the next CPG meeting as an agenda item. At that time gather signatures then hand the completed document to Mrs. Burkman.
Because populations have not changed, the Interventions Committee hopes that the interventions currently in place are still appropriate. The Committee decided to administer a survey to funded and non funded agencies. Susan Newton agreed to use the Listserve for funded agencies. All Committees were asked to forward, via email any additional agency information (to include contact names, numbers etc). Dan Hillman will assist with survey drafting and data analysis tabulation. Regarding Needs Assessment, Ms Bowden hoped to have a presentation ready for the entire body by July 2008. Hopefully the information gleaned will give them a good idea of what’s taking place with Interventions in the State of Indiana and provide additional information to help guide their processing for the next grant period. They hoped this would also be something to repeat towards the end of this grant cycle preparing them with more data showing if there are dramatic changes occurring with the current interventions now in place.

**Needle Exchange (Presenter: Larry Pascal)**

- CDC has established a panel now of all the commonly operating needle exchanges and of executive directors. All 3 presidential candidates have now committed to lifting the ban. CDC has stated that there could be a possibility that the ban could be lifted this year or early next year (March).

- On April 29 – May 4, all top executives of all the Needle Exchange’s of America and North America are to meet in Tacoma, Washington to put together a protocol. They are to send it out to every CPG in the country. To receive a copy of the governments and citizens response, Interventions is requesting that CPG members submit their comments. The responses can be received electronically as well.

**Membership Committee (Presenter: Ramon Morton)**

The committee plans to:

- Restructure the application (to change its face and affix the logo). The committee’s goal is to work out the entire reapplication process

- Add a referral line (*how did they come to find out about CPG*)

- Prepare a cover letter for new members

With new by laws in place, Adriana Torres will receive a letter of dismissal for absenteeism. Ms Torres missed two consecutive meetings without having a proxy. It was stated that CPG voted earlier that if one misses one meeting without a proxy it becomes an automatic dismissal However, reinstatement is possible through the executive committee.

- Schedule a conference call the latter part of this week

**Budget Committee (Presenter: Brian Fisher)**

- Budget is on track

- The Damien Center is no longer doing their pay outs. Have new contract with Step-Up who will now do funds administration at 8% vs. 13.76%. As a result, they have saved. The Committee had set aside $1,500 to use for town hall meetings ($500.00 for each part of the state (North, Central and Southern Indiana). Anyone wishing to do a Towne Hall meeting must write and present a small proposal and budget by the next meeting.

**Old Business (Presenter: Ramon Morton)**
A CDC follow-up and TA discussion was held. The Executive Committee wanted to do a feedback report to CDC’s TA on March 17, but due to illness and other unforeseen reasons, the meeting was postponed. Plans were made by the Executive Committee to discuss the report during their next conference call on April 1, 2008. Mr. Morton gave the Executive Committee one week to prepare their feedback regarding the recommendations from both Ted Forbes and Ted Duncan and to forward their answers to Ms Barbara Burcham. Committees to work: Epi/Pop, Interventions, Membership/Evaluation and Needs Assessment/Gap Analysis – AdHoc Committees: Budget, Policy/Procedures, STD and Advocacy – Exec Committees: 2 Co chair, 4 Committee Chair and 2 At-Large.

The Executive Committee plans to restructure committees for better productivity. All was asked to review the by-laws regarding their responsibilities and remember that, “it’s not only absenteeism that can put one off a committee - not doing one’s job also applies”. Members were asked to consult Ms Burcham to determine the committee they’re a part of. After adjournment, this Committee planned to meet.

**New Business (Presenter: Ryan Nix)**

It was stated that a meeting was held today and Dr Janet Arno was in attendance. It was learned that Marion County is at outbreak level for syphilis. An email was sent out by Dr. Arno earlier regarding how high it was. It was stated that we were at 2 consecutive months over the baseline - 14 cases in February and 10 in March. Twelve (12 Black men), Sixteen (16 White men) and One (1) was other. Earlier cases showed infection thru heterosexual contact - new findings indicate MSM. Another meeting has been scheduled for next week to discuss a response. Step up will come in to do testing and work with the Marion County Health Department. ISDH STD Program data do not show that. Katherine Browne, STD, will contact Dr. Arno and verify. Once verification/updates have been received by Katherine or Dawne DiOrio Rekas, Ms Burcham will send an email to CPG members of their findings.

Jerry Burkman, HIV/STD Director, will attend a Capacity Building consultation with CDC next Wednesday. The body was asked to email Ms Burcham any concerns to present.

**Celebrations and Announcements (Presenter: Rev. Donald Archev)**

Everyone was invited to the (FREE) Center for Substance Abuse Prevention (CSAP) Bread Team meeting held on April 28 and 29 in Fort Wayne, IN at the Marriott. Registration forms were left at the meeting. This is a national meeting/training seminar regarding grant proposal/writing.

Larry Pasco: The committee will receive a $5,000 grant in December from Tys Foundation. The funds will be used to develop real documentaries of people’s lives in the city of Indianapolis of the homeless, sex workers and drug users. The Foundation wants the interviews to show the actual faces of those using drugs. The Damien Center is doing interviews on sex workers and the committee will be working with them to find out what the needs of the people are and to go after funding in an alternative way.

They have also been working on a major grant with Mr. Larry Flint, who has given a large sum of money to AIDS causes.

**Next Meeting:** May 20, 2008 @ 10:00 A.M. (promptly)

**Meeting was adjourned at 2:35 PM**