



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

Members present: J. Nuss, Len Meyer, C. Rodriguez, S. Rehrig, M. Maginn, J. Charles, J. Dispenza, C. Crause, S. Zamor, M. Gaines,

Members absent: J. Erdman, N. Holmes, L. Roeder

1. Welcome/Roll call – *See above.*
2. Outstanding “Actions Needed” from last steering committee meeting -*There were none noted.*
3. Questions about upcoming March 16-17, 2020 IHIPC meeting and March 18 Leadership Development Day-
There were none voiced.
4. Membership items
 - Update on requirements for new members – documentation, orientation, trainings
All new members who came onto the IHIPC January 1st have completed their documentation and January trainings. Two members still need to complete their OMA certification but have until March 31st to do that.
 - Update on collection of current members’ demographic surveys/disclosure of interest surveys
We are still waiting for the Conflict of Interest forms and Member Demographic Survey from 2 of our existing members. One has been granted a 2-week extension due to change of employers.
 - New member mentors
All new members have been assigned a mentor and many have already been in contact with them.
 - Member updates
K. Ramirez-Mercado has resigned as a voting member. She received a job with Janssen Pharmaceuticals and her new position doesn’t enable her to maintain her membership duties. T. Box, an at-large member from Winnebago County HD, will be transitioning into that voting member position. Region 1 previously had only 1 voting member on the IHIPC, so her addition to the group fills a membership gap. Since we are still within the 3-month training process for new members, we were able to ask one of the applicants who applied for but was not selected for at-large membership last year if they were still interested in that position. C. Montgomery from Region 9 was the highest ranked non-selected applicant, so was offered the position. He was very excited to accept.
Action needed: J. Nuss will distribute a Timeline of 2020 IHIPC Meetings, Trainings, Committee Calls, and Deadlines that lists everything in chronological order to members this week
5. Brief Updates from IHIPC Coordinator/Co-chairs
 - Update: Illinois Action Plan objectives
 - Undoing Racism -*Committees are still encouraged to continue having these discussions and other relevant activities within their committees. The IHIPC will be having a lunch video and discussion at the upcoming meeting as well as a presentation related to Racism in the HIV Workplace.*
 - Engage and enhance leadership skills of IHIPC, client reps and reps from high-risk pops
Action needed: J. Nuss will speak with the Care lead agents on a Project Directors’ call next week and encourage them to correspond with their client reps about participating in the Leadership Development half-day

training on March 18. Even though the training is for IHIPC members, client reps and community guests who are interested in seeking IHIPC membership in 2021 are able to participate if slots are available. The IHIPC would not be able to support their lodging or travel costs, however. Contact J. Nuss for further information.

- Update: Risk-targeted focus groups
 - Second focus group targeting Black and Hispanic transgender community (Region/date TBD)
This has been scheduled for the evening of March 19th at the Phoenix Center in Springfield.
 - PrEP users (Region/date TBD)
This has been scheduled for the evening of March 12 in Murphysboro/ Carbondale.
 - Young MSM of color (Region 7/8, date TBD)
We will be scheduling this one sometime after the start of the new grant year (April 1) probably in the summer or fall.
 - Attendance at national conferences/trainings
 - N. Holmes- Natl. AAMSM Leadership Conference on Health Disparities Jan 16-19, 2020
N. Holmes attended this conference and has written an Article re: her experience for inclusion in the Spring 2020 IHIPC Newsletter.
 - S. Rehrig - Excellence in Sexual and Gender Minority Health – March 20-22, 2020
Registration and travel/lodging reservations have been made.
6. Report on Results of Regional Community Engagement Meetings
The draft report has been released to the Regional Care and Prevention lead agents, members of the Needs Assessment Workgroup, and IDPH HIV Prevention and Care Program administrators for their initial review.
Action needed: *The Integrated Planning Program hopes to release the final draft for distribution to all IHIPC members, community stakeholders who participated in the meetings, and remaining IDPH HIV Section staff by mid-late February.*
7. Committee Reports and Actions Needed – (Provided by Committee or IHIPC Coordinator/Co-chairs)
- LTC, RRC, ART, & VS Committee (and workgroups)
The committee had a joint call with Primary Prevention in January.
The final I&S Guidance for 2020 was reviewed and is awaiting formal release from C. Hicks after a couple of minor changes.
The committee feels it can close the adhoc Structural Interventions Workgroup since its work has been completed.
The Care Compendium Workgroup met in January and has developed a plan to finalize the draft document by March and develop a training webinar by May.
The Gender Language Workgroup will be having further discussions about its recommendations for inclusion of some anatomy-based questions on client risk-assessment forms and reviewing the risk group definitions to see if they would like to recommend any changes at its February meeting.
 - Primary Prevention Committee
No additions to the LRAV Committee report
 - Epi/NA Committee
The committee is currently working on development of a Stigma presentation for the March meeting and will be discussing a recommendation it has received for a change to the HRH risk group definition.
 - Membership Committee
The committee basically discussed the Membership items discussed on this call and reviewed the final draft of the 2020 HIV Engagement Plan.
Action needed: *J. Nuss plans to release the 2020 HIV Engagement Plan this week.*

8. Adjourn