



Membership & Awareness Committee  
January 15, 2020 Meeting Summary



**Date:** January 15, 2020

**Location:** Chrysalis Center, Hartford      **Time:** 10:32 a.m. – 11:31 a.m.

**Attendance:** MAC Members: Victor Acevedo, Carl Ferris, Blaise Gilchrist, Clara O’Quinn, Reggie Knox, Ron Lee

Public Participants: Joyce Boone, Debra Lombardo

CHPC Staff: Michael Nogelo

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**Meeting Accomplishments**

1. The group approved the August 2019 Membership and Awareness Committee (MAC) meeting summary with two changes.
2. The group reviewed a draft of MAC’s work plan for 2020.
3. The group reviewed the CHPC’s current membership, as well as mentoring assignments for 2020.
4. The group planned the articles and possible authors for the March 2020 newsletter.
5. The group provided feedback to upgrade the CHPC brochure.

**Identified Tasks**

1. Staff will draft the January MAC meeting summary.
2. Ron Lee will call CHPC members who missed the January meeting.
3. Staff will connect with the identified newsletter article authors to pull together a draft of the March newsletter for review at MAC’s February meeting.
4. Staff will design a new version of the CHPC brochure for MAC to review and improve.



**A. WELCOME AND INTRODUCTIONS**

Membership and Awareness Committee (MAC) co-chair Clara O’Quinn called the meeting to order at 10:32 a.m. and welcomed members and public participants. All participants introduced themselves. Mrs. O’Quinn reviewed the meeting agenda and described the ground rules and processes used by MAC.

**B. AUGUST 2019 MEETING SUMMARY**

Mrs. O’Quinn asked members to review the August 2019 MAC meeting summary.

- Blaise Gilchrist noted that Mrs. O’Quinn’s last name should be changed from “Langley O’Quinn.”
- Mrs. O’Quinn added that her salutation should be changed from “Ms.” to “Mrs.”
- The meeting summary was approved by consensus with the two changes noted.

**C. REVIEW MAC 2020 WORK PLAN**

Mrs. O’Quinn asked the group to review a draft of the MAC work plan for 2020. The work plan includes anticipated committee activities in each month of 2020 in categories such as newsletter production, member selection, mentoring, and public awareness.

- Carl Ferris said he enjoyed the Voice of the People panel in 2019.
- The group did not recommend any changes to the work plan.

**D. REVIEW CHPC MEMBERSHIP**

Mrs. O’Quinn reported that nine new CHPC members completed orientation in December and started their terms in January; two CHPC members resigned since the August 2019 meeting due to job changes, and three members saw their second membership terms expire. Mrs. O’Quinn referred the group to a diversity chart that shows the current CHPC membership.

- Staff person Michael Nogelo walked the group through the diversity chart categories.

Mrs. O’Quinn stated that the seven first-time, new members were each assigned an experienced CHPC member as their mentor. Each mentor will contact their mentee each month, and will serve as their “go-to” person.

Mrs. O’Quinn noted that MAC is also responsible for member retention. Ron Lee sometimes calls members who have missed meetings to encourage them to come and to let them know the CHPC is thinking of them. Members receive a warning after their second absence and are dismissed after their third absence in a calendar year.

- The group identified six members recorded as absent for the January meeting. See Table 1.

**Table 1. Summary of Membership-Related Matters**

Active CHPC members	Members marked absent in January		Attendance rate
	Absent	Arrived late	
<b>28</b>	<b>5</b>	<b>1</b>	<b>79%</b>

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DPH is an equal opportunity provider. Call 860-509-7801 if you require aid/accommodation to participate fully and fairly.



#### **E. PLAN MARCH NEWSLETTER**

Mrs. O'Quinn said MAC produces a newsletter three times each year, and that the group needed to plan the articles and possible authors for the March newsletter. Mrs. O'Quinn urged the group to think about events that it could report on or preview, interesting topics, or individuals who might be willing to submit a personal story, keeping in mind opportunities for the newsletter to support the Getting to Zero (G2Z) goals, objectives, and recommendations.

- The group agreed that a regular G2Z article should be included, and that the March article should educate people about G2Z.
- Mr. Ferris said AIDS CT typically holds an Academy Awards event and fundraiser in February.
- Victor Acevedo asked if the CHPC meets with elected officials. Debra Lombardo replied that agencies that are represented at the CHPC coordinate trips to rallies, and Mr. Nogelo added that the CHPC cannot engage in advocacy activities because of its connection to the Connecticut Department of Public Health.
- Joyce Boone offered to ask one of her clients if they would like to write a personal story.
- Ms. Lombardo offered to work with others at her agency to draft an article about Community Health Worker (CHW) becoming a certification recognized by (some) third party payers.
- Mr. Acevedo asked if the CHPC hands out condoms in the community. Mr. Nogelo explained that the CHPC is charged with planning rather than providing direct services. When the CHPC goes into the community, it is to raise awareness of the CHPC and/or to seek input for its planning work.
- Ms. Lombardo added that Mr. Acevedo would be welcome to bring up the CHPC at his agency.
- Mr. Acevedo expressed concern about young people engaging in risk behaviors and lacking education about HIV.
- The group talked about several youth HIV education programs that no longer operate, and agreed that many reasons exist for young people not being well-educated about HIV (e.g., lack of funding for HIV education, less perceived urgency because people are living longer with HIV, misconceptions about PrEP protecting youth from everything).
- Mr. Ferris agreed to check with the coordinator of a young men's empowerment group in New Haven about the possibility of writing an article.

Mrs. O'Quinn said Mr. Nogelo would work with the identified authors to pull together a draft of the newsletter for review at the February MAC meeting.

#### **F. REVIEW CHPC BROCHURE**

Mr. Nogelo asked the group for feedback on the CHPC brochure.

- Ms. Boone said the brochure should not say that CHPC meetings occur in New Haven.
- Mr. Knox suggested reducing the amount of writing.
- The group agreed that the look of the brochure should be updated.



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- Mr. Ferris asked if it would be possible for the CHPC to meet at least once in New Haven in 2020. Mr. Gilchrist replied that the 2020 meetings have been scheduled for Hartford. He added that a small number of people often suggest meeting in New Haven, but most of the feedback CHPC leaders receive about meeting location relates to how much people like the Hartford meeting space.
- Mr. Ferris noted that many people from New Haven want to come but cannot make it to Hartford, and that their feedback is not heard.
- Mrs. O'Quinn stated that it takes a big effort to get to the meeting from New Haven.
- Mr. Gilchrist suggested putting this feedback on the meeting feedback forms.
- Mr. Nogelo said Mr. Ferris could ask people from New Haven to provide written feedback that he could share with CHPC leaders.

**G. PROCESS CHECK**

Mrs. O'Quinn asked the group to evaluate the meeting.

- Ms. Lombardo said everyone participated and had good ideas and listened to each other.

**H. ADJOURNMENT**

Mrs. O'Quinn thanked everyone for their participation and adjourned the meeting at 11:31 a.m.