

HPG Protocols

January 31, 2024



Welcome to the HPG!

This presentation contains helpful information
on how HPG functions.



Objectives



Protocols Work Group

Review the work the the HPG Protocols Work Group is conducting.

Protocols Summary

Provide an overview of the current HPG Protocols.

Group Discussion 1

Discuss language used within the Protocols and how to deal with differences going forward.

Group Discussion 2

Discuss the current meeting structure and what constitutes a meeting for attendance.



Protocols Workgroup

Current Members of the Workgroup

Gary Snyder, Rachel Schaffer, Guadalupe Diaz, Sharron Goode Grant, Andre Ford, Sonny Concepcion and Natasha Gorham

Activities

Review current language, suggest changes, lead discussions during HPG meetings to get approval to make modifications.

What's Next?

Incorporate the items discussed today and continue to work on reviewing the last sections.



Protocols Summary

Ten Sections

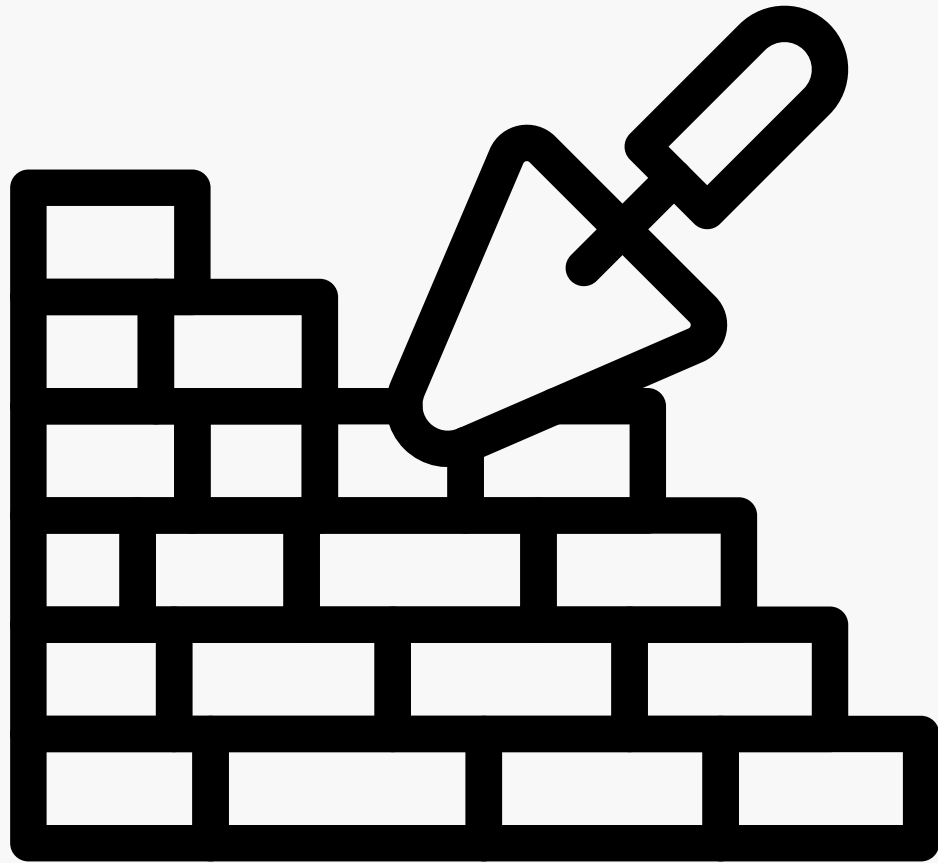
The HPG's Protocols are divided into ten sections; each coverage a specific aspect of what we do and how to do it.

Guiding Principles

The HPG Protocols give us the ability to work in a productive way to achieve the multi-year plan action items.

An Overview for Introduction

This portion of the HPG Protocols presentation will provide a quick rundown of the sections. Our Work Group suggests everyone become familiar with them to understand the future actions we need to take individually or as a group as needed.



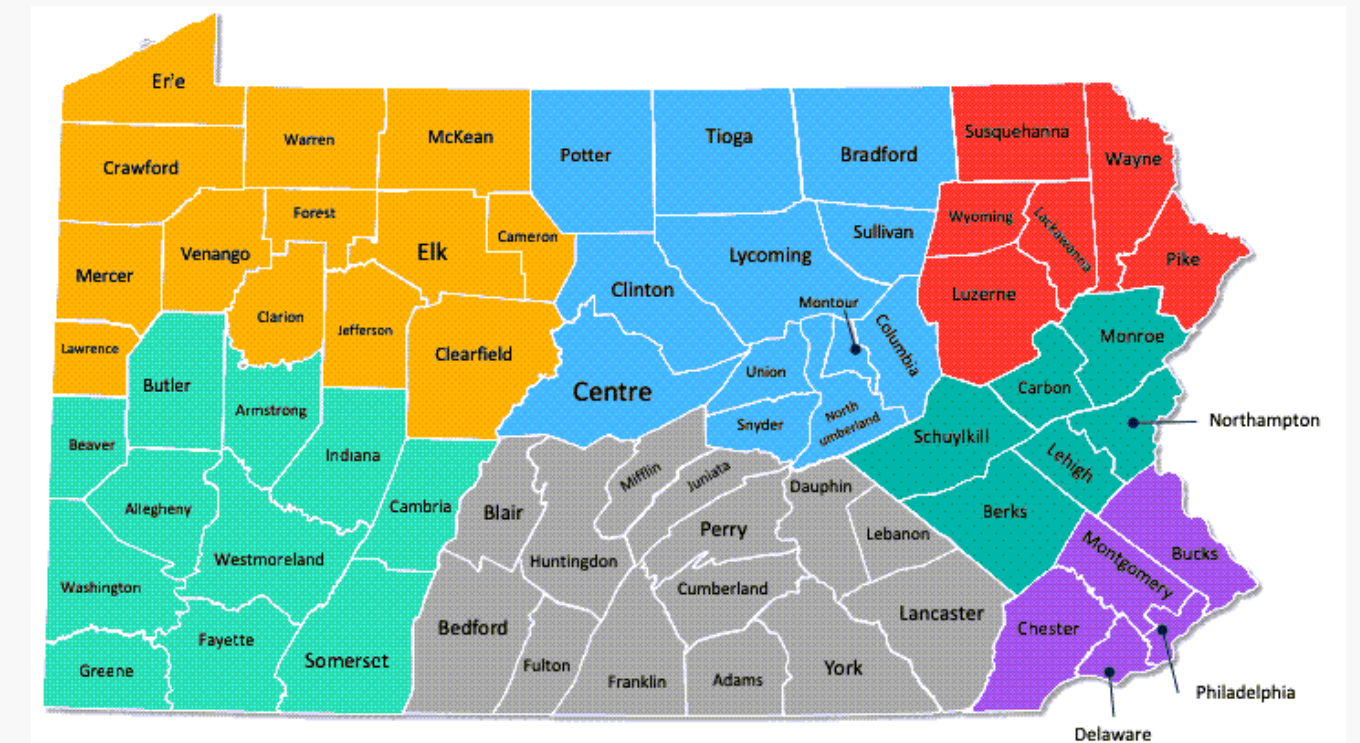
Section I:

Name

Pennsylvania HIV Planning Group, the group may be referred to, in shortened form, as the HIV Planning Group or HPG.

Location

The HPG can be contacted through the Department's Bureau of Communicable Diseases, Division of HIV Disease. The Director of the Division can be reached by mail at: PA DOH, 625 Forester St., Harrisburg, Pennsylvania 17120, or by calling 717-783-0572.



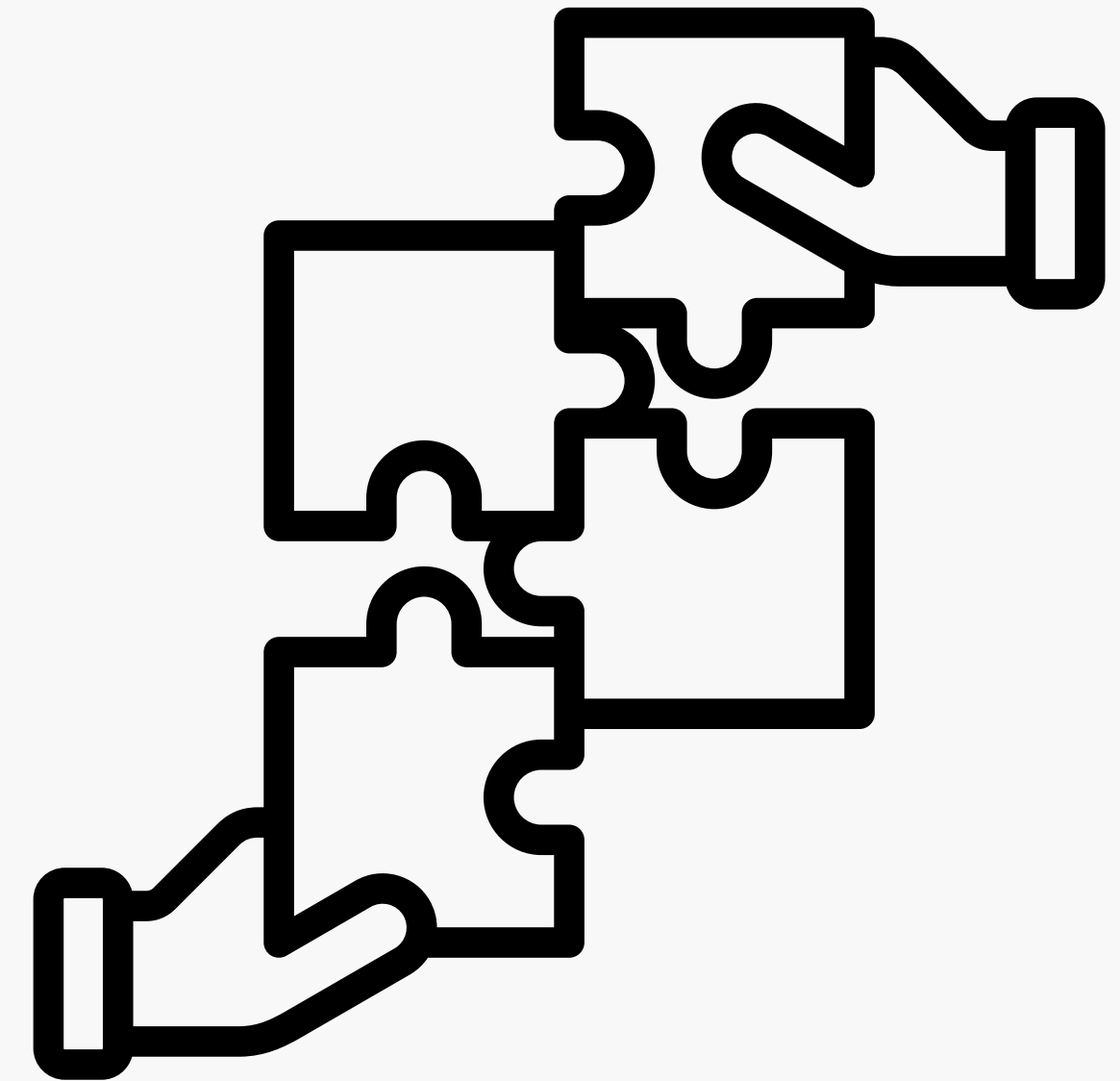
Section II:

Creation and Dissolution of HPG

Formed to meet the planning needs set by federal funders, the Health Resources & Services Administration (HRSA) and the Centers for Disease Control and Prevention (CDC).

Creation and Dissolution of Subcommittees, Ad Hoc Subcommittees, and Work Groups

Groups were formed to meet the needs of the full HPG, may be revised by a HPG majority vote.



Section III:

Mission

The purpose of the HPG is to provide a forum for key, representative stakeholders across the Commonwealth and to formally provide input to the Department on the Division's Integrated HIV Prevention and Care Plan (hereby known as IHPCP) for Pennsylvania, issues related to HIV/AIDS care, prevention, and testing, and the goals of the National HIV/AIDS Strategy (hereby known as NHAS).

Vision

The vision of the HPG is to ensure that all Persons Living With HIV (hereby known as PLWH) and those identified most at risk have access to current prevention, treatment and care, interventions, and services through a continuum of engagement that includes testing, linkage and maintenance in the health care and supportive system.

Values

Parity, Inclusion, Representation, and Reflectiveness

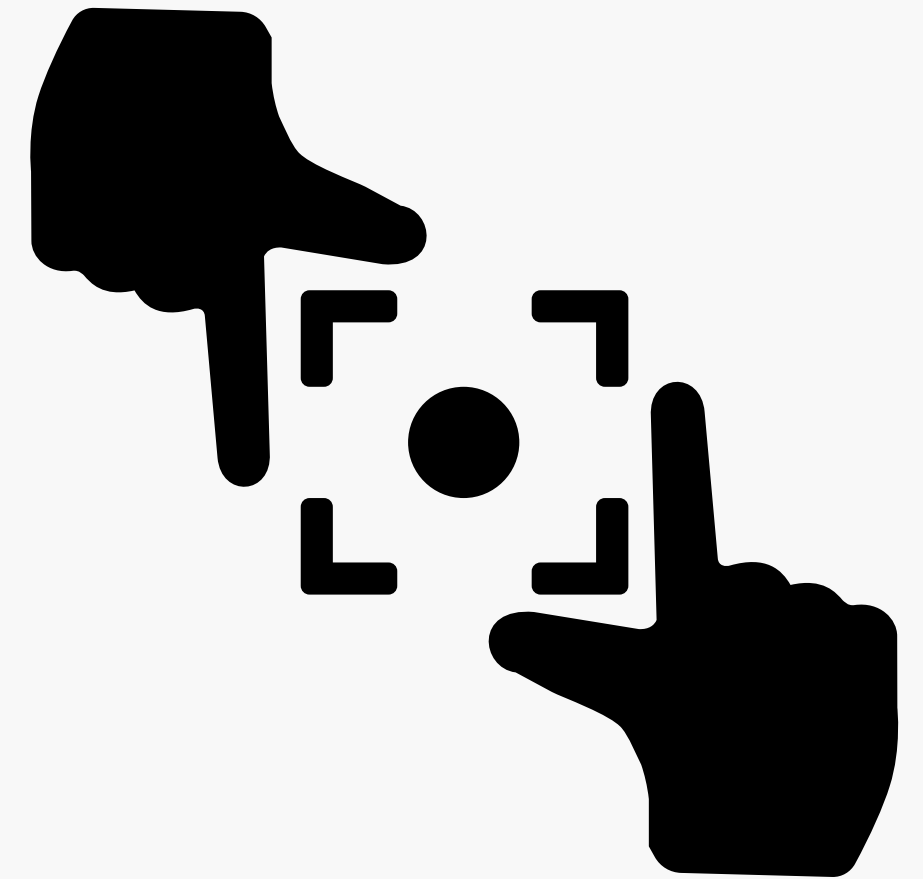


Section IV:

Scope

The broad scope of the Pennsylvania HPG ties directly to the Continuum of HIV Services in Pennsylvania and as defined by the Department and Division in the context of Prevent, Test, Link, Treat and Retain/Re-engage. Further, the HPG supports the Vision Statement of the Division and the NHAS: Pennsylvania will become a place where new HIV infections are rare and when they do occur, every person, regardless of age, gender, race/ethnicity, sexual orientation, gender identity or socio-economic circumstance, will have unfettered access to high quality, life extending care, free from stigma and discrimination.

To accomplish these goals the HPG engages in and supports these planning activities: **needs assessment (including the epidemiological profile, identified gaps and resources); priority setting; IHPCP development and revision; IHPCP implementation through assessment and evaluation.**



Section V.

National HIV/AIDS Strategy

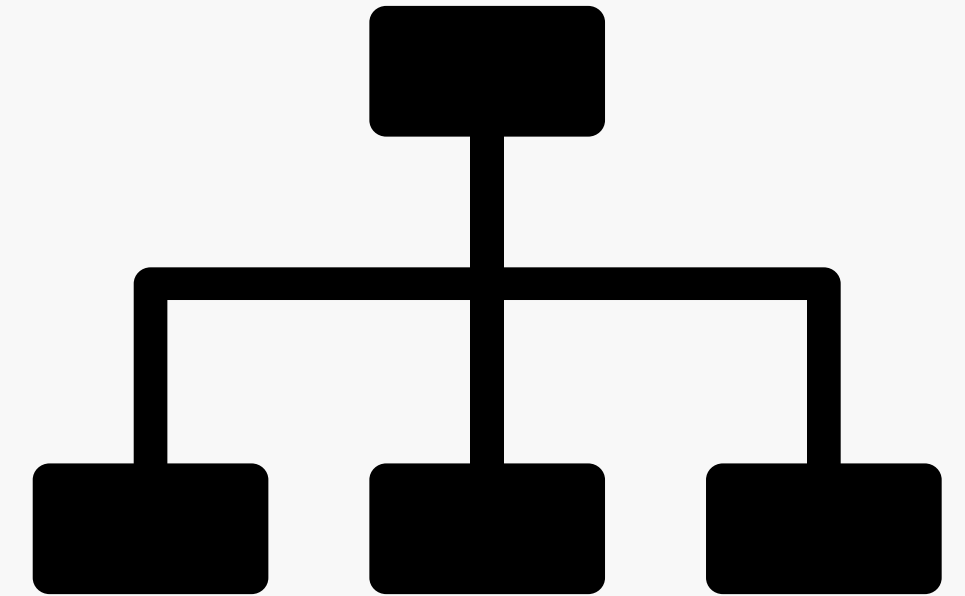
Federal Guidance that guides work and activities of the HPG.

Structure of Steering Committee

HPG Co-Chairs, Subcommittee Co-Chairs, Chairs of any Ad Hoc Subcommittees and the planning coordinator.

Structure of Subcommittees, Ad Hoc Subcommittees, and Work Groups

Activities and goals that guide the groups' work.



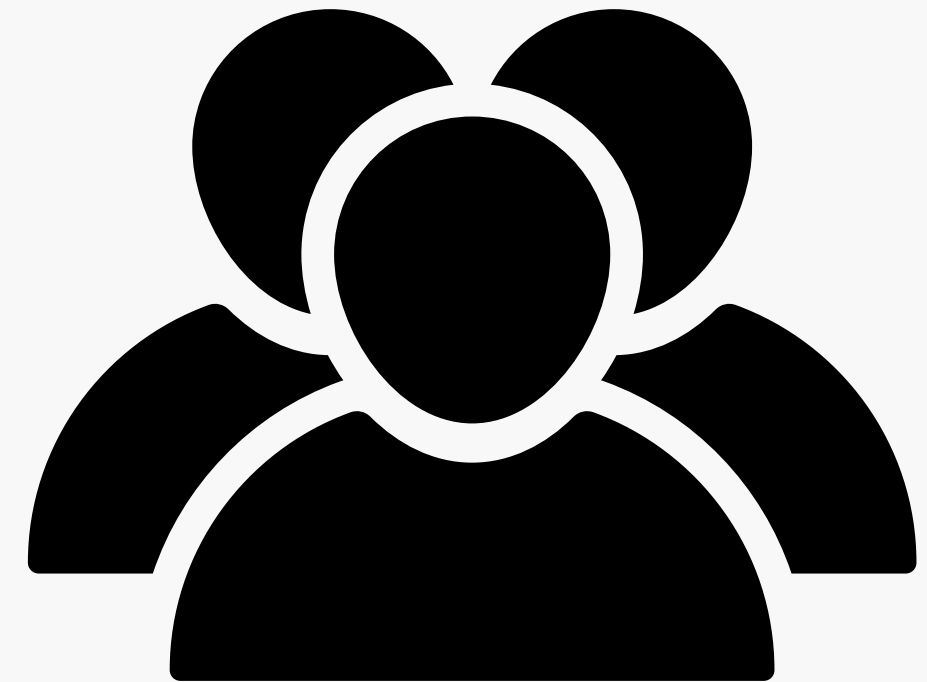
Section VI.

General Membership

Membership Guidelines, HPG Community Members and Planning Partners Composition.

Membership of Subcommittees, Ad Hoc Subcommittees, and Work Groups

Evaluations and Intersectional and Innovation Subcommittees, Recruitment and Nomination Work Group.



Section VII.

General Membership Expectations

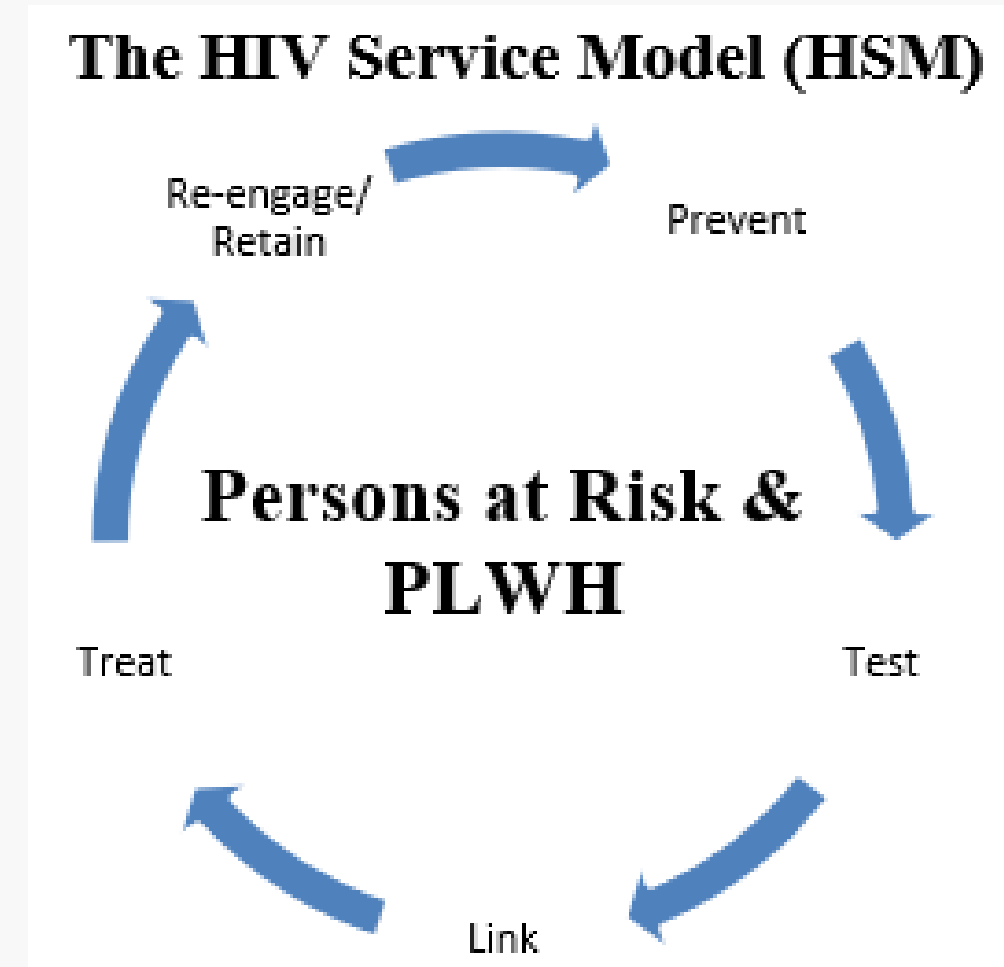
- Terms
- Orientation
- Attendance
- Absence
- Participation
- Recruitment and Nomination
- Resignation
- Travel



Section VIII.

Stakeholder Engagement Protocol

- Universal Stakeholders
- Prevent
- Test
- Link
- Treat
- Re-engage/Retain



Section IX:

Meeting Frequency

Full HPG Meetings, Subcommittees, Ad Hoc Subcommittees, Work Groups and Additional Meetings

Quorum and Voting

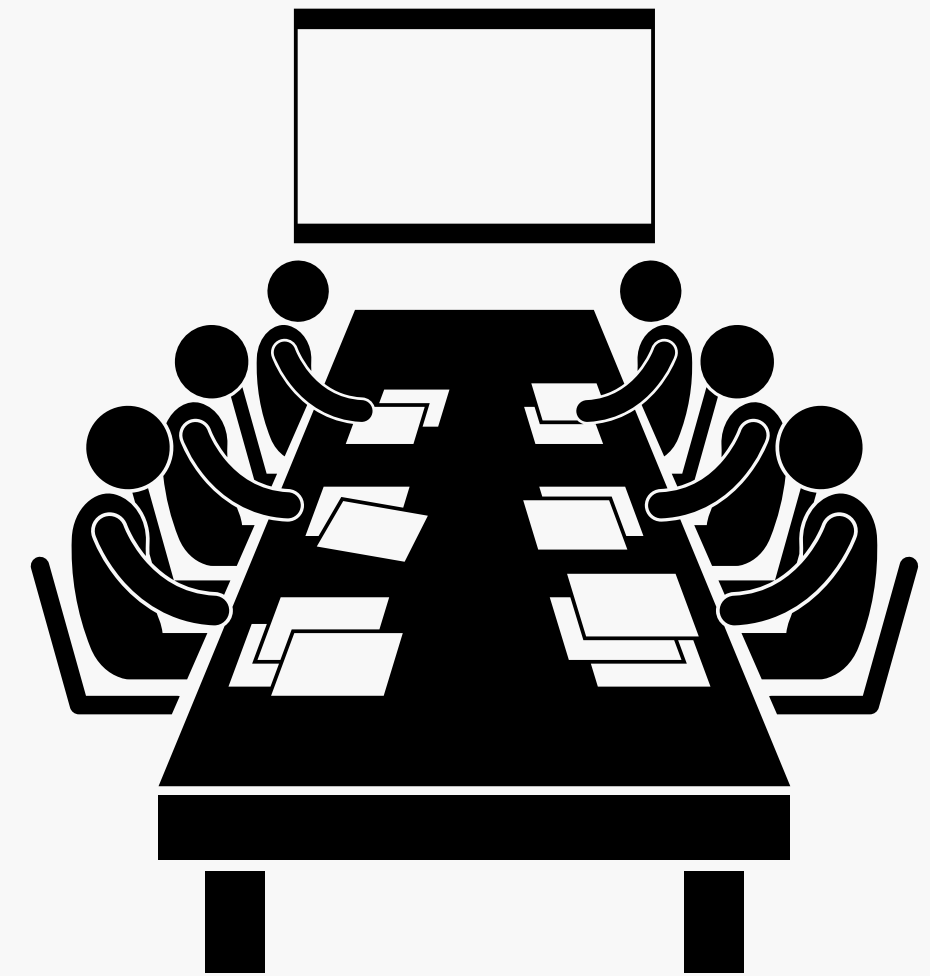
Simple majority needed to vote on a motion or resolution. Proxy/Absentee voting is not permitted.

Public Meetings

Gathered face-to-face or virtual, advertised to encourage community participation.

Meeting Procedures and Minutes

Standard practices for each meeting including meeting flow of order, travel procedures and proper recording of meeting minutes.



Section X:

Description of Leadership

HPG Co-Chairs, Planning Coordinator, Subcommittee, Ad Hoc Subcommittee, and Work Group Chairs

Governing Ground Rules

Courtesy and Protocol

Standard Policy and Procedures

Conflict Resolution, Conflict of Interest, Grievance Policy, Committee Endorsements, Official Statements

Modification of Protocol

Presentations are communication tools that can be used as demonstrations, lectures, speeches, reports, and more. Most of the time, they're presented before an audience.





Group Discussion 1



Document Language

How would the group like to deal with HPG language that may not align with governmental or funding source language?





Group Discussion 2



Meeting Definition

How would the group like to define a meeting for attendance purposes?



Would you like to join the Protocols Work Group?

Questions? Email us at
gsnyder@eriecountypa.gov