



**COMMUNITY ENGAGEMENT AND EDUCATION  
 COMMITTEE (CEEC)  
 MEETING AGENDA**

**TUESDAY FEBRUARY 21, 2019 – 5:00PM TO 7:00PM**

**DC HEALTH HEADQUARTERS - HAHSTA**

**899 N. CAPITOL ST., NE; 4<sup>TH</sup> FLOOR; WASHINGTON, DC 20002**

**Note: all times are approximate**

5:10 pm	<ol style="list-style-type: none"> <li>1. Call To Order and Moment of Silence</li> <li>2. Welcome and Introductions</li> </ol>
5:15 pm	<ol style="list-style-type: none"> <li>3. Review minutes from the January 22, 2019 meeting</li> </ol>
5:20 pm	<ol style="list-style-type: none"> <li>4. AIDS Watch Planning           <ul style="list-style-type: none"> <li>• Logistics: Registration</li> <li>• Informational Handouts: COHAH; CEEC; Ryan White Part A Services and “No Wrong Door Policy”</li> <li>• How to promote affinity session</li> </ul> </li> </ol>
6:00 pm	<ol style="list-style-type: none"> <li>5. Community Listening Session (DC)           <ul style="list-style-type: none"> <li>• Logistics: Date, Time, and Location</li> <li>• Materials: Facilitation guide; Demographic Survey</li> <li>• Marketing: How to promote attendance</li> </ul> </li> </ol>
6:30	<ol style="list-style-type: none"> <li>6. Continuing Education           <ul style="list-style-type: none"> <li>• Review continuing education requests/suggestions for COHAH and Providers</li> </ul> </li> </ol>
6:40 pm	<ol style="list-style-type: none"> <li>7. Announcements and Adjournment           <ul style="list-style-type: none"> <li>• Upcoming events?</li> </ul> </li> </ol>
<p align="center"><b><u>NEXT COMMUNITY ENGAGEMENT AND EDUCATION (CEEC) MEETING:</u></b></p>	
<p align="center"><b>MARCH 21, 2019          DC HEALTH – HAHSTA          899 N. CAPITOL ST. NE; 4<sup>TH</sup> FLOOR          WASHINGTON, DC 20002</b></p>	

**CONFERENCE CALL INFORMATION:**

**Dial In #: 1-866-809-0886**

**Participant Code: 8289221#**



## COMMUNITY ENGAGEMENT AND EDUCATION COMMITTEE (CEEC) MEETING MINUTES

**THURSDAY FEBRUARY 21, 2019 – 5:00PM TO 7:00PM**

**DC HEALTH – HAHSTA – 899 N. CAPITOL ST. NE; 4TH FLOOR; WASHINGTON, DC 20002**

<b>ATTENDEES/ROLL CALL</b>					
<b>COMMISSIONERS</b>	<b>PRESENT</b>	<b>ABSENT</b>	<b>COMMISSIONERS</b>	<b>PRESENT</b>	<b>ABSENT</b>
Blocker, Lakisa		X			
Carney, Misty	CC				
Coker, Sharon		X			
Cox, Derrick (Strawberry)	X				
Fonseca, Julio	X				
Ford, Jasmine	CC				
Massie, Jenné	X				
Morse, Kaleef	X				
Washington, Antonio	X				
Uyouko, Haris	X				
<b>ADMINISTRATIVE AGENT REPRESENTATIVES</b>	<b>PRESENT</b>	<b>ABSENT</b>	<b>ADMINISTRATIVE AGENT REPRESENTATIVES</b>	<b>PRESENT</b>	<b>ABSENT</b>
<b>COMMUNITY PARTNERS</b>	<b>PRESENT</b>	<b>ABSENT</b>	<b>COMMISSION STAFF</b>	<b>PRESENT</b>	<b>ABSENT</b>
Campos, Eloise	X		Bailey, Patrice	X	
Cook, Robert	X		Clark, Lamont	X	
Rhodes, Stephanie	X				

### HIGHLIGHTS

### AGENDA

<b>Item</b>	<b>Discussion</b>
<b>Call to Order</b>	Jenné M. called the meeting to order at 5:14 pm, followed by a moment of silence and introductions.
<b>Review and Approval of the Minutes</b>	Julio F. motioned to approve the minutes for the January 22, 2019 CEEC Meeting. Stephanie R. seconded the motion. The minutes were approved.



**AIDS Watch  
Planning**

How to promote the affinity session

CEEC will host an affinity session during the 2019 AIDS Watch on Monday April 1, 2019 from 3:40pm to 4:45pm. Julio suggested utilizing community list serves, social media and personal contacts to promote the affinity session.

Jenné spoke with Ka'leef M. about registration payments. Ka'leef indicated that reimbursement for registration cost is allowed. However, if the Committee wants him to prepay registration, he would need information for the number of slots (attendees), invoiced audiovisual (AV) needs, etc. by March 1 to apply it to the new grant year. Jenné will doodle poll everyone's interested in attending for an accurate number of slots.

Jenné asked for two volunteers to facilitate the session. She will also post the request on Basecamp for others who might be interested in facilitating. Julio offered to facilitate if it does not conflict with his other responsibilities at the event. Ka'leef can provide a template of a PowerPoint presentation for the session. Julio offered to collaborate with a colleague on creating a flyer, to make available for the next general body meeting.

Jenné indicated that she had gotten approval for the purchase of t-shirts for the Committee that will say, "Ask me about CEEC" or "Ask me about COHAH." Jenné requested color preferences for the shirts. Ka'leef indicated that shirts will be ordered for the entire Commission and the Committee agreed on the color gray for the shirts with red as a secondary choice.

Logistics: Registration

Jenné indicated that attendance registration for the conference is \$35 and will increase to \$70 after March 9, 2019. Julio will need the names and email addresses of the facilitators and the title of the session. He will inquire about having a blurb about CEEC attached to the title.

Informational Handouts: COHAH; CEEC; Ryan White Part A Services and "No Wrong Door Policy"

The following handouts are needed.

- Information sheet on COHAH. Derek C. volunteered to create it.
- Information sheet on CEEC.
- Ryan White Part A Services and the concept of "No Wrong Door"
- Flyer for the upcoming Community Listening Sessions. Jenné will create once the dates have been set.

There was a discussion about the draft Facilitation Guide Jenné proposes to use as a starting point for discussion. Ka'leef indicated that the questions should be shaped with more focus on health, HIV, social determinants of health, and health disparities. The session will begin with the presentation and conversation about COHAH and CEEC. Then the floor will be open for discussion. Some suggestions for conversation are housing, accessing health services and information participants would like to know more about. If too much time is spent on a topic, use ELMO.



	<p>(Enough. <u>Let's move on</u>) as a facilitation rule. Have the topics on the screen while having the discussion to give focus. Ka'leef indicated that question 4, "What is your vision of COHAH 1 year from now? 5 years from now?" on the Facilitation Guide is not applicable and should be removed.</p> <p>Derrick C. indicated that he needs everyone who has a Facebook account to go to the CEEC Facebook page, add your Facebook name to the Facebook Messenger group, and include all of your network resources and contacts.</p>
<p><b>Community          Listening Session</b></p>	<p><i>Logistics: Date, Time and Location</i>          There was discussion about appropriate venues for the DC Community Listening Sessions. Public libraries, (i.e. Benning Rd., Shaw, Dorothy Heights, etc.) was suggested because they are neutral sites, can accommodate large crowds, and are easily accessible. Churches, (i.e. Greater Mt. Calvary, Union Temple etc.) was also suggested because of the seating capacity and accessibility. The first meeting can be held on the regularly scheduled CEEC meeting date of May 16<sup>th</sup>. Consider securing the Dorothy Heights Library. The first Maryland meeting can be held at the end of May. Derrick will start looking around for Maryland locations. Robert C. suggested the Silver Spring Library or the Silver Spring Civic Building at Veterans Plaza.</p> <p>Group task: In the next two weeks, Jenné will send out a request asking for venue suggestions for the DC and Maryland listening sessions. Information should include the space capacity, cost, if any, if food is permitted and the hours of operation. The Committee will make a final decision on venues at the next CEEC meeting.</p> <p><i>Materials: Facilitation guide; Demographic Survey</i>          The draft Facilitation guide can be used for both the affinity session and the community listening session.</p> <p>Most of the information on the Demographic Survey has been extracted from the Needs Assessment Survey from 2017. Ka'leef suggested including questions about those who are not living with HIV, risk reduction, prevention strategies, and where and how is information received. Jenné will send the survey out on Basecamp for further comment.</p> <p>CEEC will provide a resource table, food, and information on services, free testing, and late night testing sites.</p>
<p><b>Continuing          Education</b></p>	<p>Tabled for the next meeting.</p>
<p><b>Announcements/          Adjournment</b></p>	<p>The March 21, 2019 meeting is re-scheduled for March 14, 2019 @ 5:00PM due to a conflict with the 2019 National HIV Prevention Conference.</p> <p>March 13, 2019 – National Women and Girls HIV/AIDS Awareness Day (NWGHAAD)          The event is being held at the Chateau Remix on Benning Rd., NE, Washington, DC</p>



*The Washington, D.C. Regional Planning Commission on Health and HIV (COHAH) will invigorate planning for HIV prevention and care programs that will demonstrate effectiveness, innovation, accountability, and responsiveness to our community.*

	from 2:00pm – 6:00pm. For more information contact Eloise Campos or check Basecamp.
<b>Discussion</b>	
<b>HANDOUTS</b>	
<ul style="list-style-type: none"> <li>• Community Engagement and Education Committee (CEEC) Meeting Agenda Thursday, February 21, 2019.</li> <li>• Community Engagement and Education Committee (CEEC) Meeting Minutes Tuesday, January 22, 2019</li> </ul>	

<b>MEETING ADJOURNED</b>	6:39PM
<b>NEXT MEETING</b>	Thursday, March 14, 2019 5PM – 7PM DC Health – HAHSTA 899 N. Capitol St., NE; 4 <sup>th</sup> Floor Washington, DC 20002