

NDHAB Q2 Board Meeting Minutes

Dates: June 14–15, 2025

Location: Virtual (Zoom)

Facilitator: Jason

Attendees: Francisca Alberti, Rosina Amfo-Adu, Alicia Belay, Taj Conner, Kara Gloe, Jason Grueneich, Jordan Laducer, Johanna Fajardo Puentes, Jolene Keplin, Paul Mull, Amani Penrow, Gina Schaeftbauer, Ann Wadsworth, Christopher Wegner

Day 1 – June 14, 2025

1. Introductions & Board Overview

- New members and HIV Advisory Board introduced with a recognition on diverse representation and inclusion of PLWH.
- Kara (formerly Canopy) introduced online.
- Technical issues occurred but were resolved.

2. ND HIV Integrated Plan (2022–2026)

- Presentation by Jorden and Alicia (ND Health & Human Services).
- Input needed from PLWH via community surveys.
- Board encouraged to guide the 2027 plan development.

3. Board Roles & Responsibilities

- Reviewed board duties and representation goals.
- Jason to revise documents for plain language and clarity.
- Focus on community engagement and advocacy.

4. Advocacy & Education Challenges

- Highlighted success: HIV decriminalization in ND.
- Challenges: Multilingual outreach, rural access, content control.

5. Education & Outreach Strategy

- Topics: Stigma, provider education, misinformation.
- Proposed: Speakers Bureau and Planned Parenthood collaboration for youth sex ed.

6. Committee and Service Review

- Identified limited progress in some outreach areas.
- Proposal: Merge all efforts into a single Education/Resources Committee.

7. HIV Funding Update

- Noted CDC allocation delays and fragile prevention funding.
- Ryan White funds stable via rebates.
- Prioritization suggested: core services over non-essentials.

8. One-Stop Resource Website

- Discussed using Shine Bright & Live's platform for hosting.
 - Agreed to pursue Speakers Bureau and multilingual materials in parallel.
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Day 2 – June 15, 2025

1. Meeting Scheduling & Format

- Next meeting: **Sept 16, 2025 (5:30–7:00 PM, Virtual)**.
- Proposed: Quarterly meetings starting early 2026.
- Discussion: Using AI for meeting summaries and task tracking.

2. Advisory Board Operations & Communication

- No dedicated funding; project-based funds still accessible.
- Plans to build web and social presence.
- Board to function as a unified committee.
- Communication tools: domain-based email, possible WhatsApp group.

3. Speakers Bureau Initiative

- Goal: Empower PLWH and allies to promote awareness.
- Raben Media Group (via Elizabeth Taylor AIDS Foundation) to lead training.
- Training date: **July 8, 2025 (12–1 PM)**; alternative times to be offered.
- Members to submit bio paragraphs.
- Training includes trauma-informed storytelling.

4. Public Launch & Advocacy

- Plan to publicly launch NDHAB under Shine Bright & Live.
- Proposed multi-day event with media coverage.
- Community forums to gather input and build trust.
- Importance of solid data emphasized.

5. Community Engagement Tools

- Web platform to serve as a one-stop shop.
 - Community outreach to include:
 - Re-engaging inactive members.
 - Promoting mental health (e.g., podcasts).
 - Ensuring inclusive, accessible tools.
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Action Items Summary

Responsible	Action Item
Jason	Revise board roles in plain language.
Jason	Coordinate Speakers Bureau funding; confirm July 8 training & offer alternatives.
Jason	Schedule and send Zoom link for Sept 16 meeting.
Jason	Explore public launch options and media coverage.
Jason	Create board email domain and WhatsApp group.
Jason	Follow up on funding and mental health protocols with Health Dept.
Jason	Distribute Shine Bright & Live outreach opportunities.
Jason	Submit full meeting report within 2–3 weeks.
Advisory Board	Rank core activities; identify treatment gaps; clean up email list.
Advisory Board	Merge committees; establish rural partnerships; design new logo.
Advisory Board	Email Gina bios for Speakers Bureau; respond to any post-meeting survey.
Shine Bright & Live	Host HIV one-stop resource website.
Shine Bright & Live + Canopy	Develop Indigenous & LGBTQ2S+ ad campaign.
Advisory Board	Target medical education strategies.
Advisory Board	Begin Spanish-language resource development.
Advisory Board	Deliver legislative process training.
Advisory Board	Produce educational videos and printable HIV materials.
Advisory Board	Compile statewide HIV provider/partner list.
Advisory Board	Engage hospital boards for rural access.