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**Washington Syndemic Planning Group Meeting**

**Notes/Minutes**

Tuesday September 26, 2023

6:00 pm – 7:30 pm

Virtual Meeting Via Zoom Conference Call

**WSPG Members Attendance:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **Name** | **Present** | **Away** |
| **Amy Hernandez** | [ ]  | [ ]  |
| **Ann Mumford** | [x]  | [ ]  |
| **Brigette Young** | [x]  | [ ]  |
| **Christina Jackson** | [x]  | [ ]  |
| **Christopher Archiopoli** | [x]  | [ ]  |
| **Gina King** | [ ]  | [ ]  |
| **Howard Russell** | [x]  | [ ]  |
| **James Sammuels** | [ ]  | [ ]  |
| **James Tillett** | [x]  | [ ]  |
| **JJ Baker** | [x]  | [ ]  |
| **Jsani Henry** | [x]  | [ ]  |
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| **Name**  | **Present** | **Away** |
| **Lara West** | [ ]  | [ ]  |
| **Lisa Al-Hakim** | [ ]  | [ ]  |
| **Monte Levine** | [x]  | [ ]  |
| **Omero Perez** | [x]  | [ ]  |
| **Stephen Zeller** | [ ]  | [ ]  |
| **Walter McKenzie** | [x]  | [ ]  |
| **William Harrison** | [x]  | [ ]  |
| **Yob Benami** | [x]  | [ ]  |
| **Elizabeth Crutsinger-Perry**  | [x]  | [ ]  |
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**HMA SUPPORT STAFF PRESENT:** Charles Robbins, Brandin Bowden

**DOH SUPPORT STAFF PRESENT:** Starleen Maharaj-Lewis, Shana Ferguson, Genee Grimmett

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| **TOPIC** | **FINDINGS, CONCLUSIONS & RECOMMENDATIONS** | **ACTIONS & DUE DATES** | **PERSON RESPONSIBLE** |
| I. Call to Order/ Welcome by Tri-Chairs and member check and connect (10 mins) | -Meeting called to order at 6:01 PM. |  |  |
| II. DOH Program and member updates (15 mins) |  -Welcome and introduction of new members: Christopher Archiopoli, Christina Jackson.-Brandin will be transitioning out by early winter and starting new role. This is the last meeting with the WSPG. Did incredible work for this group.-JJ Baker accepted a role within Department of Health’s Office of Infectious Disease. Steering committee members will select interim tri chair to replace JJ. JJ will have position within WSPG but will look different as will be on the DOH side. |  |  |
| III. WSPG updates and voting (10 mins) | -Amendment to add language in charter.-Genee collecting responses and names for all in favor and abstaining of above amendment. -Will add language to the charter. Information Genee took down will be added to these notes.-Update: Stipend process is still a work in progress. Working on forms development. Will have an idea and onboarding package once DOH gives stipend – planning for January 1, 2024. | Starleen to investigate IT side of breach of meeting and hacking. Folks concerned with hack. |  |
| IV. Part 1- Interactive Presentation (45 Minutes) | -Presenting on HIV Cluster and Outbreak Detection and Response in Washington State Part 1 by Claire Mocha and Chelsey Kaasa. Both work in the Assessment Unit of Office of Infectious Disease.- HIV Data and Reporting in Washington:* HIV is a notifiable condition. Required by law to report different data items such as lab testing and diagnoses to the Health Department. This data is confidential reported.
* Blood drawn, test material analysis, lab returns results to provider, provider, and lab report to local health jurisdiction and to WA DOH.
* How does DOH keep client data safe? We do not share identifiable data with unauthorized people.
* DOH limits access to sensitive information and allows access only to those who need it to do their job.
* DOH reviews security and confidentiality policies and procedures every year.

-HIV Cluster and Outbreak Detection and Response:* Folks with new or existing HIV diagnoses who are part of a network of HIV spread.
* Outbreak is when new HIV diagnoses are higher than what would be normally expected in an area or among specific groups.
* Detection using data to understand where HIV spread is happening.
* Response moves resources to areas of need to provide prevention, testing, treatment, and other services.
* Helps public health agencies reach communities and people who urgently need HIV prevention and treatment and partner with local organizations to provide services for people’s needs.

-HIV Outbreak Response Planning:* Detection and Response process:
1. State HIV data reported to DOH.
2. DOH analyzes data to find clusters.
3. Clusters analyzed.
4. Response planned and implemented.
5. Wrap up and document lessons learned for next time.
* Elements of outbreak response plan: Action planning process, Communication, Interventions, Local legal-regulatory-and community context.
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| V. Public Comment | -Barriers to get into meeting so breach doesn’t happen again-How should we send link from here on out? -Concern over how screens were taken over.-Meeting room to view and allow access to folks?-Folks need to be on camera even for the first few minutes. Not required to stay on but this would allow us to see real folks/accounts. |  |  |
| VI. Closing Thoughts/ Adjourn |  -Meeting adjourned at 7:30PM. | Send draft Minutes for review |   |

**Minutes prepared by:** Shana Ferguson and Genee Grimmett **(vote tally on amendment form)**

 **Minutes respectfully submitted by:** Starleen Maharaj-Lewis

 **Minutes reviewed and approved by Tri-Chairs:** JJ Baker, Monte Levine,Beth Crutsinger-Perry