



## Washington Syndemic Planning Group Agenda

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**Date/Time:** July 25, 2023  
6:00pm – 7:30pm (PDT)

**Location:** ZOOM

### [Join Zoom Meeting](#)

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Meeting URL: <https://us02web.zoom.us/j/85211065866?pwd=cGZNQVFCMHlwRlpQcEIHUzVtQ0NQdz09>  
Meeting ID: 852 1106 5866  
Passcode: 204966

The WSPG general meetings are open to the public and therefore comments may be collected in the minutes as part of the permanent record.

*Opportunities for public comment are provided at the end of the meeting for general comments. WSPG Tri-Chairs will ask for a show of hands of people who would like to comment. The Public comment time will be divided equally amongst them.*

Estimated Time	Section Topics for Discussion	Section Objective
6:00-6:10 pm	<b>I. Welcome by Tri-Chairs (10 minutes)</b> a) Call meeting to order and approve agenda b) 10 min tri-chairs check-in and connect	Get to know each other  Approve Agenda
6:10-6:25 pm	<b>II. Program updates DOH (10 Minutes)</b> a) Additional language to add to the minutes from public comment during may meeting i. <i>One population that remains underserved and overlooked when identifying service gaps are the racial disparities.</i> b) WSPG 2023-2024 timeline of accomplishments: i. See fig. 1	Provide information

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<p>6:20-6:45 pm</p>	<p><b>III. WSPG updates <i>DOH and WSPG</i> (25 Minutes)</b></p> <ul style="list-style-type: none"> <li>• <b>New members:</b> <ul style="list-style-type: none"> <li>i. <b>Christopher Archiopoli (excused)</b> <ul style="list-style-type: none"> <li>• <b>Understanding of Syndemics:</b> There is significant overlap between the populations impacted by each of these conditions</li> </ul> </li> <li>ii. <b>William Harrison</b> <ul style="list-style-type: none"> <li>• <b>Understanding of Syndemics:</b> With a combined effort; WE can offer a wider range of effective solutions...and; WE can better address the challenges and/or needs of an individual by discussing those variables as a whole.</li> </ul> </li> </ul> </li> <li><b>b. Steering Membership Succession Planning (Article IV, section III)</b> <ul style="list-style-type: none"> <li>i. <b>See fig. 2 for details and responsibilities for this role</b> <ul style="list-style-type: none"> <li>• Start of new service term</li> <li>• Survey will be sent out and reviewed based on level of interest and commitment.</li> <li>• Tri-chairs will be selected once Steering members identified.</li> </ul> </li> </ul> </li> </ul>	<p><i>Provide information</i></p>
<p>6:45-7:20 pm</p>	<p><b>IV. Community Caucuses Pilot Report out <i>WSPG</i> (35 Minutes)</b></p> <ul style="list-style-type: none"> <li>a. <b>Caucus sessions were held in May and June</b> <ul style="list-style-type: none"> <li>• Transgender/ Gender Expansive</li> <li>• HIV Long-Term Survivors (pre-1996) Caucus</li> <li>• People who use or have used drugs</li> <li>• People impacted by mental health diagnosis or cognitive disabilities.</li> </ul> </li> <li>ii. <b>Sessions referenced the 13 goals from the DOH Integrated Plan</b></li> <li>iii. <b>What was learned in these sessions:</b> <ul style="list-style-type: none"> <li>• Strengths</li> <li>• Needs</li> <li>• Pivots</li> </ul> </li> <li><b>b. Four committees: future projects</b> <ul style="list-style-type: none"> <li>i. <b>Syndemic Alignment</b></li> </ul> </li> </ul>	<p><i>Provide information</i></p> <p><i>Collaborative exercise</i></p> <p><i>Dissemination and discussion</i></p>

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	<ul style="list-style-type: none"> <li>• Syndemic workgroup</li> <li>• Syndemic caucus</li> </ul> <p>ii. <b>Public Affairs</b></p> <ul style="list-style-type: none"> <li>• Outreach and engagement projects</li> <li>• Communications development and delivery</li> </ul> <p>iii. <b>Equity and Inclusion</b></p> <ul style="list-style-type: none"> <li>• Amplifying underrepresented experiences</li> <li>• Clarifying intersectionality of experiences</li> </ul> <p>iv. <b>Data Collection and Evaluation</b></p> <ul style="list-style-type: none"> <li>• Requisites for attainment</li> <li>• Performance indicators</li> </ul>	
<b>7:20-7:25pm Public Comment (5 minutes)</b>		<i>Receive Public Comment</i>
<b>7:25-7:30pm Closing thoughts/Adjourn (5 minutes)</b>		

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Fig. 1



Fig. 2

### Responsibilities as a member of the Steering Committee:

1. Consistent attendance as outlined in ARTICLE III, SECTION 8 of the WSPG Charter
2. Membership Engagement activities will include but not limited to:
  - manage business for the general WSPG (full steering committee)
  - welcoming new members (full steering committee)
  - reviewing complaints and determining course of action (full steering committee)
  - general meeting agenda planning and approval (full steering committee)

Additional Tri-chair responsibilities:

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- discuss membership activities including attendance (tri-chairs)
- supporting member individual engagement plans (tri-chairs)
- facilitating WSPG general meetings (tri-chairs)
- leading all official votes taken by the WSPG (tri-chairs)
- providing signatures for official documents (tri-chairs)

**3.** Upholding group commitments of member conduct outlined in ARTICLE III, SECTION 10 of the WSPG Charter

- upholding collaborative social norms

**4. Note-** DOH (government) tri-chair is not a voting member of the WSPG (Article III, section 4).

## **STEERING COMMITTEE MEMBERS: ARTICLE VI Steering Committee**

### **Section 1. Role**

- The WSPG will be managed by the Steering Committee. The Steering Committee will have power to manage the business of the WSPG, including, but not limited to, determining and carrying out the full scope of work for the WSPG and serving as the liaison for the functional committees, and except as otherwise provided herein. The Steering Committee is responsible for approving agenda for WSPG meetings and conducting WSPG business between meetings. The Steering Committee is also responsible for membership management as outlined in ARTICLE III in the CHARTER AND BYLAWS.

### **The Steering Committee must include:**

- One (1) Member representing providers with expertise in and/or people with lived experience in HIV
- One (1) Member representing providers with expertise in and/or people with lived experience in viral hepatitis
- One (1) Member representing providers with expertise in and/or people with lived experience in STIs
- Three (3) Members representing communities of interest/importance
- At least two thirds (2/3) of the members of the Steering Committee must be from Black, Indigenous, Hispanic/Latino/Latina/Latinx, and People of Color Communities.

WSPG members will volunteer to serve as Steering Committee members following selection of the WSPG and self-sorting of WSPG members into Functional Committees. In the case of multiple WSPG members volunteering for the same Steering Committee role, the WSPG Tri-chairs will select the final Steering Committee membership.

**Link to WSPG Charter:** [Washington Syndemic Planning Group Charter and Bylaws](#)

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