

**CAB Conference Call
July 28, 2016
12:00 EST
Meeting Minutes**

Participants:

Alexandria	FSTRF
Andrea	Jacobi Medical Center
Brandon	University of Florida, Jacksonville
Carlos	San Juan Research Hospital
Claire	Harvard University
Exzavia	Children's Diagnostic and Treatment Center
Jeanie	University of Southern California
Jennifer	University of Denver, Colorado
Joel	University of Puerto Rico
Juanita	Tulane University
Julie	University of Alabama, Birmingham
Julie	Westat
Kimberly	Rutgers University Medical Center
Kimbrae	Texas Children's Hospital
Kylie	Texas Children's Hospital
Lauren	Harvard University
Lesley	Texas Children's Hospital
Marilyn	Bronx-Lebanon Hospital Center
Megan	Westat
Raiko	University of Colorado, Denver
Ramona	University of Florida, Jacksonville
Stephanie	University of Miami
Tatania	Tulane University
Theresa	Texas Children's Hospital
Trenise	Tulane University

• **APPROVAL OF MINUTES**

The minutes from the June 23, 2016 call were approved with no changes.

• **PHACS CAB EVALUTION SURVEY**

Megan talked about the survey. There were 10 responses. Topics suggested through the survey included:

- Cultural awareness around LGBTQ community; and
- Diversity in research.

• **HEALTH EDUCATION AND COMMUNICATION COMMITTEE (HECC) UPDATE**

Claire talked about the comics. **Sandra** and **Dr. Puga** from Children's Diagnostic and Treatment Center helped translate the comics into Spanish. The Spanish comics are being edited. **Claire** is working on updating the caregiver guide. **Claire** presented the comics and whiteboard video at Comic-Con 2016 in San Diego, California. **Claire** and **Veronica** dressed up as the "nuke" and "non-nuke"

from the comics. **Claire** and **Veronica** handed out stickers from the comics to people at the conference.

Claire talked about the possibility of a filmmaker coming to the Fall 2016 Network Meeting. The filmmaker, **Staffan**, has made videos about HIV for over 30 years. He will be filming parts of the Network Meeting and CAB Retreat. Meeting attendees who are interested in participating in the video will have many ways to participate.

Staffan has many suggestions about the videos. One video could be for the public. It could talk about PHACS and the experience of being born with HIV. Another video could help with fundraising for PHACS. Another video could be aimed at young adults in the study. The video could be shown at PHACS sites to potential participants. He also suggested making a longer video with interviews of young adults in PHACS.

Claire explained that only people who want to be in the video will be filmed. No one will be filmed without their permission. PHACS will own all the video footage. PHACS will also approve the videos before they are finished. The videos may be uploaded to the Face of AIDS Film Archive. The archive has 40 documentaries on HIV. The archives may soon be uploaded to an online database. **Claire** will talk to **Staffan** about options for restrictions on the videos in the archives.

Theresa suggested that some Principal Investigators be interviewed. It was suggested that people from all parts of PHACS be interviewed. **Kim** suggested that **Staffan** join the next CAB call. It was suggested that people volunteer to be part of the video before going to the meeting.

• **PHACS FALL 2016 NETWORK MEETING AND CAB RETREAT**

Megan talked about the PHACS Fall 2016 Network Meeting and CAB Retreat. The Network Meeting is scheduled for September 19 -20, 2016 at the Hyatt Regency in Bethesda, Maryland. The CAB Retreat is scheduled for September 21, 2016.

Megan reminded the CAB about the call attendance requirement. CAB members who attended 60% of the calls this year are eligible to attend the meeting and retreat. This means that CAB members who have fulfilled the requirement may be invited to attend. **Megan** will contact the Study Coordinators to let them know which CAB members may attend. Study Coordinators will confirm which CAB members can attend. **Megan** will contact invited CAB members on August 10, 2016. CAB members are asked to register for the meeting on the PHACS website. Westat Travel will call CAB attendees to set up travel for the meeting. Westat will reserve hotel rooms for CAB members. CAB attendees will be invited to an optional informal dinner on the night before the meeting.

Megan invited CAB members to join the CAB Retreat Planning Committee. The HECC CAB Subcommittee will work with the planning committee to plan the CAB Retreat. The HECC CAB Subcommittee reviewed the evaluations from the 2015 CAB Retreat during their last call. CAB members can also make suggestions for the CAB Retreat through the PHACS CAB Evaluation Survey. The first CAB Retreat Planning call is scheduled for Monday, August 8th at 10:30 AM EST.

NOTE: The next CAB call will be on Thursday, August 25, 2016 at 12:00 pm EST.