

**CAB Conference Call
December 5, 2019
12:00 EST
Meeting Minutes**

Participants:

Antionette	University of Miami
Carol	Bronx-Lebanon Hospital Center
Claire	Harvard University
Delia	University of Miami
Emily	FSTRF
Exzavia	Children's Diagnostic and Treatment Center
Falon	University of Colorado, Denver
Gena	University of Miami
Gloria	University of Florida, Jacksonville
Jarmel	University of Illinois, Chicago
Joel	University of Puerto Rico
Julie	University of Alabama, Birmingham
Julie	Westat
Latanya	Tulane University
Liz	Harvard University
Megan	Westat
Morten	Bronx-Lebanon Hospital Center
Shannon	University of Alabama, Birmingham
Sharry	University of Southern California
Stephanie M.	University of California, San Diego
Stephanie S.	University of Miami

- **APPROVAL OF MINUTES**

The minutes from the October 24, 2019 call were approved with no changes.

- **PHACS CAB EVALUATION SURVEY RESULTS**

Megan reviewed the July PHACS CAB Evaluation Survey. There were ten (10) responses. **Megan** thanked the CAB for submitting their wish list for PHACS IV (the next round of funding for PHACS). **Megan** sent the CAB's feedback to the PHACS Leadership.

- **PHACS CAB NEWSLETTER, JANUARY 2020**

Stephanie talked about the PHACS CAB Newsletter, January 2020 Edition. The newsletter will follow a theme of "U=U, adherence, and relationships." Newsletter submissions are due by Friday, January 10th. CAB members shared anonymous stories about U=U.

- **CAB CAPSULE REVIEW PROCESS**

Megan talked about the CAB capsule review process. In October, several CAB members joined a call with **Deb Kacanek** to review her capsule, "Violence Exposure and HIV Care Outcomes Among Young Women with Perinatally and Non-perinatally acquired HIV." The majority of CAB members voted that the capsule was high priority. **Megan** stated that **Deb** thanked the CAB for their votes and feedback. Moving forward, **Deb** suggested that the CAB consider putting together a list of questions for capsule

authors. This list would help authors prepare for a presentation with the CAB. It would also help CAB members better understand the capsule in order to feel comfortable voting on priority.

Megan talked about ideas for capsule review questions. CAB members had the following recommendations:

- What are the barriers/challenges and assets?
- Will authors use data that has already been collected or will there be new study tests?
- How long will it take to finish this capsule?
- What population will be studied? Why?

The CAB will finalize the first draft of the list on the next call.

• **PHACS 2019 FALL CAB RETREAT REVIEW**

Megan reviewed the CAB Retreat evaluations. In general, CAB members enjoyed the retreat sessions. It was suggested that the rock activity be more structured. Since it took place at the end of the day, many people were talking to each other instead of focusing on the activity. Several CAB members suggested continuing to do the rock activity in future years.

It was suggested that more time be spent with PHACS Leadership. One CAB member suggested that the PHACS Leadership presentation focus more on questions from the CAB that were put together ahead of time.

Many CAB members liked the mindfulness session with **Liz**. One CAB members recommended that the CAB spend more time learning mindfulness practices. It may be helpful to practice a breathing exercise together.

Megan thanked the CAB for their feedback. The CAB will review the feedback again next year to plan for the 2020 Fall CAB Retreat.

• **WORLD AIDS DAY**

Stephanie asked the CAB about their participation in World AIDS Day. **Gena** talked about World AIDS Day in Miami, FL. World AIDS Day celebrations in Miami take place over a couple weeks. The theme of the celebrations is "life." The Miami community celebrated the lives of those who had passed. The community also focused on supporting long-term survivors.

Stephanie talked about World AIDS Day. **Stephanie's** daughter wanted to present to her class about World AIDS Day. She interviewed **Stephanie** for the presentation. Even though she was not able to present because the presentation was not approved by the principal, **Stephanie** felt very proud of her.

Gloria talked World AIDS Day in Jacksonville, FL. World AIDS Day celebrations in Jacksonville take place over a week. The community gathered for a memorial service on Sunday. The community had an AIDS quilt ceremony on Monday. Community members passed out condoms on Tuesday. There was HIV testing on Wednesday. The rest of the week's events will include trivia, a community awards banquet, and a fashion show.

Julie from Alabama suggested that next year CAB members share their World AIDS Day plans in October or earlier. This could help CAB members learn from each other in order to put on World AIDS Day events of their own.

NOTE: The next CAB call will be on Thursday, December 19, 2019 at 12:00 pm EST.