



Meeting Minutes

Oregon HIV/Viral Hepatitis/Sexually Transmitted Infection
Integrated Planning Group (IPG)



Committee: Executive

Date: 3/3/15

Number of voting members present: 8 of 9

Number of non-voting members present: 2 of 3

Agenda item/topic	Key themes in discussion	Outcomes (Decisions or next steps)	Responsible party
Review draft IPG meeting agenda	<p>Small groups help increase participation. Adequate time for reporting themes from group discussions would be helpful.</p> <p>Ice breakers are important, but can be shortened.</p> <p>Discussion on current prevention strategies might be an opportunity to involve local partners.</p> <p>Positivity rate data will help inform discussions on testing.</p>	<p>The time allocated to report outs from group discussions will be increased.</p> <p>Ice breakers will be scheduled for 15 minutes or less. Executive Committee members will facilitate ice breakers on a rotating basis as needed. IPG members will be asked if they are interested in facilitating ice breakers.</p> <p>The HIV/STD Prevention Manager will work with local partners on the IPG to present on current prevention strategies.</p> <p>Positivity rate data will be reviewed and shared at the IPG meeting.</p>	<p>Co-facilitators</p> <p>HIV/STD Prevention Manager</p> <p>PDES</p>

Review draft IPG survey	The group was hopeful that the survey would help members become familiar with the meeting topic prior to the meeting and also help focus meeting discussions on IPG member interests, ideas and questions.	The survey will be distributed to IPG members in early March. Reminders will be sent if needed. Survey responses will be summarized and shared with IPG members prior to the 4/1 meeting.	State co-facilitator PDES
Membership Committee	The one-year Membership Committee term is ending.	Membership Committee members will be thanked and new members will be selected at the April 1 meeting.	Membership Committee chair