


End HIV 901 CAB Monthly Meeting

**WEDNESDAY, DECEMBER 3,
2025**

2:00 PM – 3:30 PM

VIRTUAL

MINUTES

TYPE	Virtual, Microsoft Teams
PRESENTER / FACILITATOR	Nancy Brownlee, Co-Chair – End HIV 901 CAB (prideworksagency@gmail.com) Elizabeth Propst, St. Jude Children’s Research Hospital (elizabeth.propst@stjude.org)
TRANSCRIBER	Elizabeth Propst, St. Jude Children’s Research Hospital (elizabeth.propst@stjude.org)
CAB MEMBERS PRESENT	Aramis Jones, Renew Mobile Health (aramis@renewmobilehealth.org) Brandon Allen, Independent (brandonjallen681@gmail.com) Cristobal Valdebenito, Friends for All (cristobal.valdebenito@friendsforall.org) DeMarcus Jones, SisterReach (demarcus@sisterreach.org) Jenieya Peterson, Score Health (jenieya.peterson@scorehealth.org) Kayihura Manigaba, University of TN Health Sciences Center–Pharmacy (kmanigaba@gmail.com) Latrina Moore, Methodist Le Bonheur Community Outreach (latrina.moore@lebonheur.org) Nancy Brownlee, Prideworks Foundation (prideworksagency@gmail.com) Nate Boutte, Amgen (dmateboutte@gmail.com) Sharmain Winston, TN Dept. of Health (sharmainmayes@gmail.com) Tomekicia Wren, Hope House Memphis (twren@hopehousememphis.org)
OTHER PARTICIPANTS	Elizabeth Propst, St. Jude Children’s Research Hospital (elizabeth.propst@stjude.org) Karrie Reed, St. Jude Children’s Research Hospital (karrie.reed@stjude.org) Latrice Pichon, University of Memphis – School of Public Health (lpichon@memphis.edu) Robin Bell, St. Jude Children’s Research Hospital (robin.bell@stjude.org)
CAB MEMBERS ABSENT	Chasity Bolton, Christ Community Health Services (chasity.bolton@christchs.org) Kayla Collins, Independent (collinskayla135@gmail.com) Krista Wright Thayer, Shelby County Health Department (krista.wright-thayer@shelbycountyttn.gov) Nicole Brewer, A Betor Way (nicole@abetorway.org) Wanda Wallace, Community Advocate (wwallace50@gmail.com)
AGENDA	 <p>Community Advisory Board (CAB) Meeting Wednesday, December 3, 2025 Virtual, Microsoft Teams 2:00 PM, CST</p> <ol style="list-style-type: none"> I. Call to Order II. Disclosure Statement: The meetings and activities of the End HIV 901 CAB Meeting are a matter of public record. Each meeting will be recorded, and a transcript of the meeting minutes will be kept. Each member will receive copies of recordings and meeting minutes for their personal record keeping. Discussions associated with End HIV 901 CAB are not considered private or confidential. III. Roll Call/Conflicts of Interest: Reminder: Conflicts of interest are for organizations who receive direct funding from Tennessee Department of Health (TDH) as a continuation of EHE related work. Those who do not receive such funding from TDH, please indicate "no conflicts" during roll call. IV. Recap of Meeting Minutes from Previous Meeting – Elizabeth Propst, BSW, Community Outreach Program Coordinator St. Jude V. Old Business: <ol style="list-style-type: none"> A. Review and revise Prevent Pillar VI. New Business: <ol style="list-style-type: none"> A. Executive Board Members Update B. Updates with PHEP Resource Group C. Website Support D. Holiday Give-Back E. Delegating Appointments F. Agenda Items for next meeting VII. Announcements/Public Comments: Announcements should be submitted to the executive team no later than 1 week prior to End HIV 901 CAB monthly meeting to be added on the agenda. COP & End HIV 901 End of Year Event – Wed., December 10, 2025, 5:00 PM to 8:00 PM, St. Jude Children’s Research Hospital VIII. Adjournment Next Meeting: Wednesday, January 7, 2026 2:00 PM, in Person


CALL TO ORDER / CONFLICTS	Welcome and Call Meeting to Order – Nate Boutte – 2:15 pm Disclosure Statements
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OF INTEREST	<p>Roll Call / Conflict of Interests Roll Call completed by Secretary, Sharmain Winston. The board met quorum for this meeting.</p> <p>* CAB members are responsible for verifying that their attendance is accurately recorded in the meeting minutes each month for the official record.</p>
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RECAP OF MEETING MINUTES FROM PREVIOUS MEETING

Meeting Recap – November 2025

- Resources to support **Prevent Pillar - Goal 1: Reduce by 75% the number of new HIV diagnoses by 2025**
 - CDC’s HIV Surveillance Report Tables, 2023
 - AIDSvu to share information regarding social determinates of health impacting HIV transmissions
- Current trending HIV transmission rates from 2021 to 2024
- Board members asked to dedicate one hour to CAB related business
- A link was provided to access all EHE jurisdictions community action plans through NASTAD website
- All members should be prepared to discuss additional strategies
- Pending items to be continued for this meeting
 - Holiday Give-Back
 - Website Support
- Changes for 2026



- Meeting forum will change back to WebEx meetings in January 2026.
- January will start off as an in-person meeting at Friends for All.


OLD BUSINESS

A. Review and Revise Prevent Pillar

- There are 10 goals with 10 different strategies within this pillar. The following revisions were made for the goals included within the PrEP Pillar:
 - Goal: Reduce by 75% the number of new HIV diagnoses by 2025
 - Revised—Reduce by 75% the number of new HIV diagnoses by **2030**.
 - Goal: Improve access to care and improve treatment for 75% of PWH by 2025
 - Revised—Improve access to care and improve treatment for **75% of PWH by 2030**.
 - Goal: Reduce 75% HIV-related disparities and health inequities by 2025
 - Revised—Reduce 75% HIV-related disparities and health inequities by **2030**.

Pillar Three: Prevent

- Goal: Reduce by 75% the number of new HIV diagnoses by 2025
- Strategy: Reduce new HIV diagnoses by increasing availability and accessibility of PrEP locations and prescribers of PrEP
- Target: Clinicians, Dentists, FQHCs, HIV testing agencies, Pharmacists, Sexually active people (adolescent, adults), county residents, Transgender people



High Priority and Disruptively Innovative

- UPDATE/ADDED by board: Identify all current PrEP providers and invite them to participate in Clinician Roundtable to determine capacity needs.
- UPDATE/ADDED by board: Identify potential PrEP Providers – if you are a physician and can prescribe medication – and invite them to participate in Clinician Roundtable to determine capacity needs.
- Survey Clinician Roundtable participants to determine capacity needs. –

Reviewed and recommended by board to remain

- Collaborate with pediatric and primary care providers to use STI testing messages as prevention/good practice. – *Reviewed and no recommendations were made by board*
 - *Tomekicia mentioned gathering a list together.*
- Formerly written: Assist FQHC's with opening PrEP clinics in the 4 regions of the community that have highest HIV rates. *UPDATED by board: Assist FQHCs bolstering their current PrEP services and comprehensive sexual health services.*
 - Friends for All confirmed their clinic is a 340B clinic.

High Priority

- UPDATE/ADDED by board: Updating Navigation & PrEP, PrEP Prescribers, and HIV testing quarterly
- Build collaborations with relevant agencies (i.e. Gilead Sciences, SE AETC, Tennessee Medical Association) to provide training for all clinicians on PrEP capacity building
- Identify care clinics, pharmacies, and community organizations to participate in PrEP provider trainings sponsored by collaborating partners
 - *When reviewing this activity, Nate mentioned building a presentation to submit as a proposal for a conference.*
- Secure experts to facilitate Clinician Roundtable capacity building discussion—*Engage and secure subject matter experts to participate in existing clinician roundtables, clinic subgroups, or grand rounds to support capacity-building efforts.*

The board did not complete revisions to the remaining goals for the *Prevent Pillar*. The board will resume revisions during the next board meeting.

NEW BUSINESS

A. Executive Board Updates – Nate Boutte

- The executive board implemented a solution to streamline updates to the End HIV 901 Community Action Plan by utilizing ChatGPT's Artificial Intelligence (AI) capabilities. The plan was uploaded into ChatGPT to identify areas needing revision, addressing delays and frequent uncertainties raised by board members.
- ChatGPT generated three updated versions of the plan, which Nate will present at the upcoming board meeting.

B. PrEP Resource Group


- No progress was reported. The board received clarification that the purpose of this collective is to support updates to the PrEP resource list, including verifying and gathering information from resources previously shared by Krista. The coordinator agreed to delegate clinics and organizations to volunteers, which include Nate Boutte, Nancy Brownlee, DeMarcus Jones, and Krista Wright-Thayer.

C. Website Support

- No progress was reported. Tomekicia committed to revisiting the previous email thread to coordinate a meeting with Krista Wright-Thayer and Kayla Collins. The purpose of this meeting is to review the board's vision for showcasing ways the community can provide financial support to End HIV 901 and Ending the HIV Epidemic initiatives that currently lack funding.

D. Holiday Give-Back

- Aramis Jones shared information about a family that was missed on the holiday aid lists. The board agreed to provide support for essential needs, and sizing details were shared. Robin Bell from St. Jude offered to donate unused toys. The board requested assistance from the coordinator to collect

	<p>the promised items and purchase additional wished-for items using gift cards from Vibe Fest that were not utilized.</p> <p>E. Delegating Assignments</p> <ul style="list-style-type: none"> • Coordinator will email CAB members to confirm deadlines for the Holiday Give-Back initiative. • Coordinator will assign the PrEP Resource Group to follow up on next steps for adding or updating resources on End HIV 901’s website. The PrEP Resource Group includes Nate Boutte, Nancy Brownlee, DeMarcus Jones, and Krista Wright-Thayer. • Coordinator will schedule a virtual meeting for executive board members prior to the next in-person board meeting. • Tomekicia Wren will lead website revisions in collaboration with Kayla Collins and Krista Wright-Thayer, focusing on creating a portal for private donors and organizations to support Ending the HIV Epidemic efforts through End HIV 901. The group will provide progress updates at the next meeting. • Nate Boutte, Kayihura Manigaba, and Dr. Latrice Pichon will revise the PrEP Letter to Providers and share updates during the next meeting. <p>F. Agenda Items for Next Meeting</p> <p><i>*Chair encouraged board members to follow Slack for additional communication that may occur.</i></p> <ul style="list-style-type: none"> • Existing agenda items will remain.
ANNOUNCEMENTS	<p>Please submit any announcements for the next meeting <i>at least seven (7) days in advance</i> so they can be included in the agenda.</p> <p>C2P & End HIV 901 End of Year Event – Wednesday, December 10th – Completed. <i>Thank you to Sharmain Winston for providing updates on behalf of the board during the event.</i></p>
END HIV 901 SOCIAL MEDIA	<p style="text-align: center;">Follow us on Social Media: @endhiv901</p> <div style="text-align: center;">  </div>
RECORDING LINK	<p>Microsoft Teams Recording link: Recording is unavailable. Recording access will resume in January 2026.</p>
NEXT MEETING	<p style="text-align: center;">Next End HIV 901 CAB Meeting: Wednesday, January 8th, 2026, 2:00 pm – 3:30 pm (CST) <i>Friends for All</i> <i>* New calendar occurrences to be issued for 2026</i></p>
ADJOURNMENT	<p>3:32 pm</p>