

Purpose of the Community Planning Process

The purpose of the community planning process is to give the community a chance to inform and educate the state health department about the needs of persons at risk for getting HIV. The Community Planning Group (CPG) provides the community with a mechanism of communicating with public health officials working in HIV prevention.

The CPG is designed to have individuals who are knowledgeable about the communities that are disproportionately impacted, based on what we know from our most recent epidemiologic data as well as representatives of organizations that serve them. To that end, the CPG includes African-Americans, persons who have used intravenous drugs, men who have sex with men, previously incarcerated persons, or persons living with HIV, representatives of community based organizations, public sector agencies and faith based organizations.

The process of involving the community that is disproportionately impacted by HIV in planning improves the state's use of resources by helping the state design better programs that are more likely to be effective.

The **Community Planning Group** (CPG) is composed of individuals active in the HIV/AIDS community and have submitted an application for consideration. Members are appointed by the Director of the Infectious Disease and Environmental Health Administration. CPG meetings are usually held the first Thursday of the month from 11 am to 3pm. The meetings are held in various locations around Maryland.

2011 CPG Meeting Schedule

January 6 th	September 1 st
February 3 rd	*October 6 th – 7 th
March 3 rd	(Strategic Planning Meeting)
April 7 th	November 3 rd
May 5 th	December 8 th
June 2 nd	
	*Members only

**For More Information or for an
Application to the CPG –
Please Contact:**

Maryland Health Department Chair

Infectious Disease and Environmental
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www.dhmh.state.md.us/AIDS

Maryland's HIV Prevention Community Planning Group

Infectious Disease and
Environmental Health Administration
Maryland Department of
Health and Mental Hygiene



Let your voice be heard!

The vision of the Infectious Disease and Environmental Health Administration (IDEHA) is a healthy Maryland free from infectious diseases and environmental health hazards.

IDEHA's mission is to improve the health of Marylanders by reducing the transmission of infectious diseases, helping impacted persons live longer and healthier lives, and protecting individuals and communities from environmental health hazards.

The overall mission of the Community Planning Group is to develop and monitor the effectiveness of Comprehensive HIV Prevention Plan for the State of Maryland.

The main objectives of the Maryland Community Planning Group and related activities are:

- **Development of a HIV Prevention Plan by:**

- Identifying existing assessments of needs, which are inclusive of community, academic and Ryan White projects
- Examining the relevance and quality of existing needs assessments
- Demonstrating how identified needs informed priority setting and/or program design/implementation
- Conducting a community services assessment to identify gaps in services
- Ensuring the provision and evaluation of effective HIV prevention interventions

- **Collaboration between Planners and Providers by:**

- Attending coalition meetings
- Encouraging and support local, state and federal partnerships
- Understanding available resources from other sources that support our efforts to improve the health of priority populations

- **Policy Making Education by:**

- Inviting community groups actively engaged in the education of policymakers to present at CPG meetings

- Reporting legislative updates at CPG meetings
- Educating and informing policy makers of the gaps in HIV prevention services

- **CPG Member Education by:**

- Providing a thorough orientation to new CPG members. By the end of the orientation CPG members should be familiar with the development of the Maryland HIV Prevention Plan
- Providing orientation reviews for CPG members throughout the planning year.
- Cultivating leadership through opportunities to serve as CPG Co-Chair, Executive Committee member, and/or Chair of a CPG Committee.

The following committees are instrumental in accomplishing the CPG's objectives:

- **Executive Committee:** Serves as the Leadership Committee of the CPG and makes process recommendations to ensure the CPG operates efficiently. The committee also has the authority to act on behalf of the CPG.
- **Community Service Assessment (CSA) Committee:** Responsible for the overall planning of the Community Service Assessment strategies and determines the most effective ways of improving the comprehensiveness of the CSA.
- **Continuing Education Committee:** Assesses the training needs of the CPG and provides ongoing education to the entire CPG regarding planning products and activities.

- **Program Advisory Committee:** Advises Infectious Disease and Environmental Health staff on adaptation of best practices to specific culture of target populations. Performs reviews of effective interventions, performance indicators and develops a list of recommended interventions for each target group.
- **Membership Committee:** Instrumental in the recruitment and screening of potential CPG members. Provides recommendation of their appointments to the Director of the Infectious Disease and Environmental Health Administration.
- **Ad Hoc Committees:** As needed committees will be appointed by a majority vote of the CPG to address specific tasks or background work, all of which will be presented to the CPG for action.



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