

Purpose

The Integrated HIV Plan (IHP) Workgroup is a Workgroup of the HIV Planning Group (HPG) and meets regularly for the following activities:

- Work together to meet IHP goals, evaluate and document successes and problems,
- Share the IHP and data showing the progress made towards goals, with community partners, and
- Collect feedback from stakeholders (person who is involved or affected by a course of action) and use this to meet the goals of the IHP.

Leadership & Structure

The IHP Workgroup structure makes the most of the leadership of both community partners and NH's Division of Public Health Services (DPHS) staff. There is a Community Chair and a DPHS staff chair for each of the four teams, which correspond to the IHP Pillars (see box at right).

IHP Workgroup

- Prevent
- Diagnose
- Treat
- Respond

- The co-chairs of each Workgroup communicate updates to the HPG.
- Each Workgroup welcomes additional DPHS staff and community partners to join.
- People who participate may request, and expect to receive, training for leadership development, if needed.
- The HPG Chairs and Vice-chairs select point persons to provide leadership and support to the IHP Workgroup.

Membership

Efforts to recruit people to join the IHP Workgroup seek to include people who represent the following:

- People with lived experience with HIV, STI, viral hepatitis, Mpox, substance use, mental health, lack of housing, etc.
- DPHS Surveillance (data), Prevention, CARE and Linkage-to-Care staff
- Mental Health and SUD providers and staff
- Medical providers with an interest in HIV, STI, viral hepatitis, Mpox or infectious diseases
- HIV Case Managers and other ASO staff
- HOPWA staff or clients
- Staff from other local or regional programs and organizations addressing the syndemic (efforts to address HIV/STI/viral hepatitis/Mpox and people who experience substance use, mental health and lack of housing, as these experiences are related)
- People who have a passion for these areas and want to make a difference in their community

The IHP Workgroups invite new members to join at any time. The current IHP covers 2022-2026 so the Workgroups should complete tasks by the end of 2026. Workgroups expect people to attend and be active. If a person needs to leave the group, please notify the Workgroup co-chairs in advance, when possible.



NH Integrated HIV Plan Workgroup Charter

Meetings & Documentation

The IHP Workgroup teams meet using Zoom at least every 2 months.

- Meetings may last around 90 minutes, but each Workgroup can plan meeting schedules to suit members.
- JSI (a DPHS contracted support agency) is responsible for keeping a membership list, scheduling meetings, sharing agendas and other communication.
- After each IHP Workgroup meets, the co-chairs submit the Status Report and (if needed) verbal updates on activities to the IHP Workgroup point persons.

Member Responsibilities

- Show up, care, and be active in meetings.
 - Make sure lived experience is included in recommendations.
 - Think about what will increase equity.
 - Talk about what you can do to help meet the goals of the IHP.
 - Review data and reports and talk about what needs work (to be improved).
 - Connect with community partners to help meet the goals of the IHP.
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