

KWIC-FAN / *Kapuna West Inner-City Child/Family AIDS Network*

3220 Sacramento Street
824 Fell Street

Berkeley, California 94702
San Francisco, California 94117

(415) 655-2830
(415) 843-5577

September 10, 1987

To: KWIC-FAN Members and Supporters:

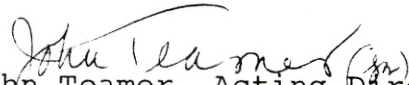
KWIC-FAN is now planning our next Kapuna AIDS Recruitment and Training Workshop. We hope to train and certify approximately 100 minorities who will expand the work of educating minority communities in the Bay Area regarding AIDS risk reduction and prevention.

The San Francisco Red Cross has offered KWIC-FAN the use of their facilities at 1550 Sutter Street for the training workshop. The workshop will comprise 40 hours over two weekends. The dates and times are: October 17 and 18, and October 24 and 25 from 9:00 a.m. to 5:00 p.m. on all four days.

In order for our training workshop to be successful we will need your participation (and perhaps that of others in your organization) to act as resource persons. Please contact us as soon as possible to confirm that you will be able to participate in our training sessions. At that time we can discuss the specifics of your input--times, dates, subject matter of your presentation and so forth.

KWIC-FAN would like to take this opportunity to say that we very much appreciate your continuing support of our project, and look forward to working with you in the future.

Very truly yours,


John Teamer, Acting Director
Jacqueline Bradley, Coordinator

LEADING THE FIGHT
AGAINST THE SPREAD OF A.I.D.S.
IN THE BLACK COMMUNITY



KWIC-FAN

Kapuna West Inner City
Child/Family A.I.D.S. Network

Presents

'THE KAPUNA TRAINING'

This training is designed to educate and develop strategies and techniques for outreaching and serving the minority populations who are at risk or have already been diagnosed with A.R.C. or A.I.D.S.

Minorities and others health care workers who serve large minority communities are encouraged to participate

The training will be held on **APRIL 4th**
from 9 AM to 4 PM at **ALAMO PK HIGH SCHOOL AUDITORIUM**
corner of **PIERCE** and **HAYES**

Parking in the **rear** entrance on **PIERCE**

For more details call **CALU LESTER Ph.D.**
(415) 861 2441

For early Registration

Please **send** check or money
order to:

WISR/KWIC-FAN

824 FELL ST

SAN FRANCISCO

CA 94117

name _____

address _____

Phone _____

FEE \$75

824 Fell Street
San Francisco CA 94117



UCSF, Institute For Health Policy Studies:
AIDS RESOURCE PROGRAM
S.F. Gen. Hospital, Bldg 1, Rm. 202
1001 Potrero Ave
S.F., CA 94110

Att: Pat FRANKS

K W I C - F A N

CURRICULUM
SUMMARY OF GOALS AND OBJECTIVES

TARGET GROUP: Low-Income, hard-to-reach Blacks, in living and/or environmental situations related to Blacks and Browns within the San Francisco Bay Area.

FOCUS GROUP: Black I.V. Drug Users, Black I.V. Drug-Using Street Prostitutes, Black Street Youths, Black Transpersons, Black Sexual Partners of Prisoners, Black Heterosexual Women, Black Gay Males, and Black Bisexual Males and Females.

GOALS

- (1) To reduce the risk of the spread of the AIDS Virus within the Black community
- (2) To sensitize Black Community funders and minority researchers to specific concerns and needs of Black people at-risk for AIDS.
- (3) To include focus group members in the process of educating other hard-to-reach group members
- (4) To provide easy to understand AIDS Information to the largest number of people

KWIC-FAN TRAINERS MODEL
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AIDS ACTION TEAMS:

Teams will consist of two to four trainers. These teams will have all received twenty (20) hours of AIDS Training generally, and five hours of Minority Issues and AIDS.

FUNCTION OF AAT TEAM:

This team will:

- (1) Provide two (2) hour groups educational sessions with two facilitators in each presentation.
- (2) Provide group involvement focus through role playing, dyad information exchange regarding knowledge of AIDS.
- (3) Commitment To Share - i.e., each participant will be trained to train. Participants will be asked to share the information with three other people they know (friends, lovers, family members).
- (4) Material/Education Exchange - Each participant will be given a packet of educational materials that relate to the training. They will be asked to refer people to receive training.
- (5) Opportunity For Follow-Up - All participants will be encouraged to be involved in voluntary service with either KWIC-FAN or any local AIDS Agency.

AREAS OF IN-DEPTH TRAINING:

- (a) STDs - (Ulamydia, Gonorrhea, etc.)
- (b) Safe Sex practices.
- (c) Homophobia
- (d) Substance Abuse
- (e) Prostitution
- (f) Racism - AIDS In Minority Communities.

DEVELOPMENT OF NEEDS ASSESSMENT QUESTIONNAIRE:

- (1) To assess levels of information; and
- (2) To identify misinformation.

DEVELOPMENT OF NEEDS ASSESSMENT QUESTIONNAIRE (Cont'd):

This could be sent prior to session, or administered on site.

POST-SESSION EVALUATION:

- (1) To evaluate effectiveness of speaker.
- (2) To evaluate effectiveness of programs(i.e., Did Participant understand materials thoroughly and completely?).
- (3) To assess changes in levels of information that participants already have.
- (4) To identify weak areas of program.
- (5) To be able to modify program accordingly.

Trainings will be flexible enough to change formats appropriate to different audiences while still encompassing basic objectives.

Also relevant in designing training are age differentials - i.e., the training for teenagers would have a different focus than training for parents, as well as single adults.

GENERAL TARGET GROUPS:

Churches	Women's Organizations	Black Social Groups
Alphas	Deltas	Links
Jack & Jill	PTAs-Jr. & Sr. High	Professional Organization
Lions Clubs	Teacher's Union	Chambers of Commerce
Black Women Organization For Political Action		
Bay Area Black United Fund		

HARD TO REACH TARGET GROUPS:

I.V. Street Prostitutes	Street Youths	Black Hetersexual Women
Black Gay Males	Black Bisexuals	Black Lesbians
Transpersons		

HARD TO REACH TARGET GROUPS (Cont'd):

Trainings will be as experiential as possible. In additiona to providing direct information, participants will be able to explore the psychosocial aspects of AIDS and AIDS Prefention, such as fear of casual contact transmission and Death & Dying Issues.

RESEARCH FOCUS

Each participant will be asked to complete the KWIC-FAN Knowledge Assessment Survey.

PRESENTATION:

Training will be presented in two, four, or eight hours for professional and non-professional risk group sessions. The two-hour session will be entitled Racially/Culturally Sensitive - Minority Positive Training.

SESSION TITLES AND FORMATS:

A. Black Talk About AIDS

1. What Are The Links?

A. Statistical Update (Current)

B. Risk Factors

1. Poverty
2. Lack of good health care.
3. Lack of knowledge about AIDS.

C. Prevention Information

1. Available educational material.
2. Safe Sex Update Information.
 - (a) Condom Information and Education
3. Implication for I.V. Drug Usage
 - (a) Needle Cleaning Information

SESSION TITLES AND FORMATS (Cont'd):

2. Risk Factor Discussion

- (a) Sexual Practices
 - (b) Drug Usage
 - (c) Contact With Sexual Fluids
 - (d) Transmissibility
- 1. How Is AIDS Spread?
 - 2. Identify the less obvious (i.e., Nutrition issues/Health issues).

SYMPTOM FORMAT:

(NOTE: Relates to the below-listed physical symptoms.)

- (1) Give practical examples in the most simple language.
- (2) Clarify slang name(s) of particular drug, health care, and sexual terms.

Physical Symptoms:

- 1. Night Sweats
- 2. Weight Loss
- 3. Fevers
- 4. Rushes
- 5. Swollen Glands.

SEEKING HEALTH CARE

(NOTE: Relates to role play presentation.)

- (1) Questions About AIDS
- (2) Where to go for examination
- (3) Demystifying AIDS for yourself.

SESSION TITLES AND FORMATS/
SEEKING HEALTH CARE (Cont'd):

Treatment

- (1) Issue Post Dy
 - (a) Treatment available - drugs, treatment processes.
 - (b) Side Effects.
 - (c) Availability.
 - (d) Discuss Criteria for Successful Treatment.

Resources

- (1) What are they?
- (2) Where are they located? (address, telephone numbers, etc.)

THE KAPUNA TECHNIQUE

THE KAPUNA TECHNIQUE is one of the training approaches to be utilized in the Trainers Model and Curriculum Format. It is defined as a social action training method, developed by The KWIC-FAN organization. This technique utilizes members of hard-to-reach minority subpopulations at risk for AIDS, such as Prostitutes, Drug users, and Transpersons, to prepare them as Trainers, as well as enabling them to reach other members of their respective communities with information concerning AIDS and how it is spread.

It is the opinion of KWIC-FAN that the involvement of members of at-risk groups, such as the ones listed in the preceding paragraph, and their utilization as trainers is crucial to reduction of high-risk sexual behavior and needle-sharing occurring within these specific populations. This is a task in which other "outside" efforts have been ineffective

K W I C - F A N
MINUTES OF MEETING

DATE: October 7, 1986

MEMBERS PRESENT

Calu Lester
Reggie Williams
John Teamer
Betty Blout
George Williams
Adrienne Brown

MEMBERS ABSENT

Alondra Oubre
Gloria Lockett
Charlotte
Ellice Parker

I. MINUTES OF SEPTEMBER 30 MEETING - Reviewed.

II. FUNDRAISING PROGRAM - November 7, 1986

A. Tom Bustman

1. Goal to raise \$5600 by 10/21/86.
2. Alice B. Toklas Democratic Club will buy a \$200 ad (Norm Nickens). About \$400 in ads already sold for fundraiser.
3. Ad-Selling Packet will include the following:
 - a. Donor Letter
 - b. Fact Sheet regarding KWIC-FAN
 - c. Ad Rate Sheet regarding purchasing ads.
4. Reggie will work with Shanti Project regarding buying an ad for Fundraiser. He will also investigate subcontracting with Shanti to support KWIC-FAN for pushing Shanti Project awareness in the Black Community.
5. Calu will meet with Tom Bustman to finalize his part of Ad selling campaign.
6. Tickets:
 - a. The design and layout of the tickets for the fundraiser will be done by Yvonne Brown (mother of Adrienne Brown).
 - b. Printing - Calu will call Sean to see what progress she has made with this.

MEETING MINUTES (Continued):

III. PUBLIC FORUM - Alamo Park High School, October 16, 1986

The flyer regarding this Forum will be printed by next Tuesday. Canvassing of the community will also begin next Tuesday. Everyone in KWIC-FAN is encouraged to participate in canvassing the community, and any friends are invited to help. We will meet at Calu's home at 6:30 p.m.

a. Particulars:

1. Bleach and Condom supplies will be provided by George
2. Panel will be composed of the following persons:
Calu Lester
Pat Norman
Gloria Lockett
George Williams
Ellice Parker
3. A general AIDS Education film will also be presented at the Forum. This film will be secured by George.
4. The format of the Forum will be composed of:
 - a) Opening with AIDS Education film.
 - b) Panel Discussion.
 - c) Small group discussion.
5. Discussion of future Forum(s) - Some discussion was made regarding plans for a future Forum, to be held in the Tenderloin District. George will check with the management of the Cadillac Hotel to see if there is any opening during the week of 11/17-24, and will report back to the group.

MEETING MINUTES (Continued):

IV. REVIEW OF PAST, PRESENT, AND FUTURE PRESENTATIONS

A. Past Presentations:

Betty Blout reported on her presentation that was scheduled for 9/30/86 with KKHI Radio/Public Affairs Meeting. This meeting has to be re-scheduled, and since she and Calu will check into a new date.

B. Present Presentations: (Please see below listing)

FUTURE PRESENTATIONS BY KWIC-FAN

<u>DATE</u>	<u>PLACE</u>	<u>TIME</u>	<u>PERSONS ATTENDING</u>
<u>10/12/86</u>	<u>Providence Baptist Church</u>	<u>10:30 AM</u>	George, Betty, Calu, Henry
<u>10/12/86</u>	<u>Cosmopolitan Baptist Church</u>	<u>5:00 PM</u>	Gloria?, Calu, George, Henry
<u>10/16/86</u>	<u>Alamo Park H.S. / Community Forum</u>	<u>7:00 PM- 10:00 PM</u>	Sean, Reggie (Chairman)
<u>10/18/86</u>	<u>City Hall/ Youth Conference East Palo Alto</u>	<u>12:00 PM</u>	John, Henry, Calu, Ellice? & Sean

C. DETAILS:

(a) (For 10/12/86 at Providence Baptist) - meet at Calu's home at 9:30 a.m. to prepare role plays. We will perform three (3) sketches.

(b) Follow-up role plays with question/answer period.

D. Future Presentations:

Reggie will speak to a fellow employee of his (Linda) regarding future presentations promised by two churches.

MEETING MINUTES (Continued):

V. REVIEW OF OTHER POSSIBLE FUNDING ACTIVITIES/RESOURCES

- a) A Proposal for funding has been put in for KWIC-FAN by Pat Franks. We should be hearing from them sometime at the end of this month.
- b) KWIC-FAN did not receive the government grant; however, there is the opportunity to re-apply, as well as the fact that there are conference monies regarding AIDS available. KWIC-FAN will check into acquiring these monies.
- c) A letter has been sent to Mr. Tony Henry, Executive Director of the AMERICAN FRIENDS SERVICE COMMITTEE.
- d) KWIC-FAN is requesting \$1000 from VANGUARD.
- e) PEW Memorial Trust is also being approached for funding.

There being no further business, the meeting adjourned.

JT/hmc
3278W

K W I C - F A N
MINUTES OF MEETING

DATE: September 30, 1986

MEMBERS PRESENT

Henry M. Chappell
Reggie Williams
John Teamer
George Williams
Ellice Parker

MEMBERS ABSENT

Alondra Oubre
Calu Lester
Gloria Lockett
Charlotte

In the absence of Calu Lester, this meeting was held at the home of Reggie Williams at 630 Fillmore Street.

I. MINUTES OF SEPTEMBER 23 MEETING - Reviewed.

II. FUNDRAISING PROGRAM - November 7, 1986

- A. It was suggested that the program ad price for business cards should be changed from \$50 to \$25, in order to facilitate a more wider range of people. Also, the reduced price would not only assist small businesses, but also help to advertise KWIC-FAN within the community.
- B. John Teamer has donated the remaining \$169 to the First Unitarian Church, and received the contract for rental of the hall, which was presented to the group. The final payment is due on October 27, 1986, which amounts to \$265.
- C. Sale Of Ads - At this point, there was a question as to how the sale of ads would be handled. According to the meeting minutes of 9/23, a Mr. Tom Buston (Phone: 864-1774) would be selling the ads, as well as produce the program. No one at this meeting could say whether any contact had been made with Mr. Buston regarding the above, or what he may be doing in regards to the above. The group did discuss different businesses and establishments that could be utilized for purchasing ads, and they are as follows:

David's Bar & Restaurant ✓
Walt Whitman Bookstore ✓
Powell's Restaurant ✓

✓ Nathan's Florist
A Deli Lover's Delight
Moishe's Pippic Deli

MEETING MINUTES (Continued):

II. FUNDRAISING PROGRAM - Sale of Ads:

It was suggested by John Teamer that a list should be made of these persons/establishments or businesses (as well as any more that come to mind), and contact should be made with them to see if any possible ads can be sold. Also, contact should be made with Calu (upon his return) to see if John Buston has begun selling ads for the program. It was also suggested that, in terms of ad sales to small businesses, a letter could be written to each business or establishment from KWIC-FAN regarding (1) Who we are; (2) What type of program we are putting together; and (3) Ad sales and purchase price. The idea of a letter was suggested by Reggie Williams, who will be putting together an introductory letter for the group's review.

D. Publicity

Betty Blout should be checked on regarding Media Campaign concerning fundraising program. The limit on ticket sales is 200, due to the amount of space in the hall.

George will call Sean regarding ticket and advertising preparation, since Sean stated (at meeting of 9/23) that she knew someone who could do a design for the tickets and advertisements possibly for free.

E. Food

Charlotte was contacted via telephone by George, and informed the group that she has an appointment with Safeway/Fillmore Branch next Friday regarding donation of food. She will be reporting the results of her appointment at the next meeting.

MEETING MINUTES (Continued):

III. SUBCONTRACTING WITH PACIFIC CENTER

Subcontracting with The Pacific Center (through John Peterson) was then discussed. Additional information had been requested by Mr. Peterson, i.e., a Needs Assessment, which the group viewed as unnecessary, in light of the educational outreach and Trainers Model that had been already prepared and planned out.

IV. COMMUNITY FORUM - Alamo Park High School, October 16, 1986

Reggie has made a mock draft of how the flyers will look. These flyers will be regarding the above, and will be distributed throughout the community at large. The flyer should be ready by next Saturday's date (10/4/86). Reggie will be mailing copies of these flyers to all of the churches in the general area with a cover letter regarding KWIC-FAN. He will also go throughout the neighborhood distributing and posting these flyers.

A proposal was made by George regarding a date for a future Forum to be held in the Tenderloin District. George has a possible site (The Cadillac Hotel). KWIC-FAN needs to decide upon a future date for this Forum, so that George can relay this information to the owners of the hotel. The group suggested a possible date of November 7, 1986 for another Forum to be held, but this would have to receive full consensus before any planning would be done.

V. FUTURE PRESENTATIONS BY KWIC-FAN:

Please check the list of future presentations by KWIC-FAN in either San Francisco or The Bay Area. (Page #4 of Meeting Minutes). If there are any additions or deletions to be made, this information is to be relayed to the Secretary.

FUTURE PRESENTATIONS BY KWIC-FAN

<u>DATE</u>	<u>PLACE</u>	<u>TIME</u>	<u>PERSONS ATTENDING</u>
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VI. RECRUITMENT

Possible recruitment of more members within the community, as well as from within various organizations, was discussed. More work is definitely needed in this area. Henry Chappell brought up the fact that Mr. Ray Hearne, a Probation Officer at Juvenile Court and also the head of the Juvenile Court Black Employees Association (JCBEA) is definitely interested in KWIC-FAN and its work. Mr. Hearne suffered a knee injury last week, and was unable to attend the past meetings, and presently he is undergoing probation officer training in Sacramento and will be unable to attend this next meeting; however, Mr. Hearne has indicated to Henry that he wants to know when the next meeting will be, as he plans to attend.

NEXT MEETING DATE: October 7, 1986
PLACE: Home of Calu Lester
824 Fell Street, San Francisco (861-2441).
TIME: 7:30 p.m.
AGENDA: (See Page #6)