



LOS ANGELES COUNTY  
**COMMISSION ON HIV**



Visit us online: <http://hiv.lacounty.gov>

Get in touch: [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org)

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<https://tinyurl.com/y83ynuzt>

# EXECUTIVE COMMITTEE Meeting

Thursday, June 22, 2023

1:00pm-3:00pm (PST)

510 S. Vermont Ave

9<sup>th</sup> Floor, Terrace Conference Room A

Los Angeles, CA 90020

*\*Validated Parking Available at 523 Shatto Place, LA 90020*

Agenda and meeting materials will be posted on our website at

<https://hiv.lacounty.gov/executive-committee>

*For those attending in person, as a building security protocol, attendees entering from the first-floor lobby must notify security personnel that they are attending the Commission on HIV meeting to access the Terrace Conference Room (9th flr) where our meetings are held.*

For Members of the Public Who Wish to Join Virtually, Register Here:

<https://lacountyboardofsupervisors.webex.com/weblink/register/ra044145e796a5b66bf3b9f87083bb3>

23

To Join by Telephone: 1-213-306-3065

Password: EXECUTIVE Access Code: 2599 279 7016



Scan QR code to download an electronic copy of the meeting agenda and packet on your smart device. Please note that hard copies of materials will not be made available during meetings unless otherwise determined by staff in alignment with the County's green initiative to recycle and reduce waste. *\*If meeting packet is not yet available, check back 2-3 days prior to meeting; meeting packet subject to change. Agendas will be posted 72 hours prior to meeting per Brown Act.*

## LIKE WHAT WE DO?

Apply to become a Commission Member at:

<https://www.surveymonkey.com/r/2023CommissiononHIVMemberApplication>

For application assistance call (213) 738-2816 or email [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org)



510 S. Vermont Ave., 14<sup>th</sup> Floor, Los Angeles CA 90020  
MAIN: 213.738.2816 EML: [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org) WEBSITE: <https://hiv.lacounty.gov>

**(REVISED) AGENDA FOR THE REGULAR MEETING OF THE  
LOS ANGELES COUNTY COMMISSION ON HIV  
EXECUTIVE COMMITTEE**

**THURSDAY, JUNE 22, 2023 | 1:00 PM – 3:00PM**

510 S. Vermont Ave  
Terrace Level Conference Room A  
Los Angeles, CA 90020

*Validated Parking: 523 Shatto Place, Los Angeles 90020*

*\*As a building security protocol, attendees entering from the first floor lobby must notify security personnel that they are attending the Commission on HIV meeting in order to access the Terrace Conference Room (9th flr) where our meetings are held*

**MEMBERS OF THE PUBLIC:**

**To Register + Join by Computer:**

<https://lacountyboardofsupervisors.webex.com/weblink/register/ra044145e796a5b6fbf3b9f87083bb323>

To Join by Telephone: 1-213-306-3065

Password: EXECUTIVE Access Code: 2599 279 7016

<b>EXECUTIVE COMMITTEE MEMBERS</b>			
<i>Luckie Fuller, Co-Chair (LOA)</i>	<i>Bridget Gordon, Co-Chair</i>	Everardo Alvizo, LCSW	Miguel Alvarez (Executive At-Large)
Al Ballesteros, MBA	Danielle Campbell, MPH (Executive At-Large)	Erika Davies	Kevin Donnelly
Joseph Green (Executive At-Large)	Lee Kochems, MA	Katja Nelson, MPP	Mario J. Pérez, MPH
Kevin Stalter	Justin Valero, MPA		
<b>QUORUM: 7</b>			

**AGENDA POSTED:** June 16, 2023

**SUPPORTING DOCUMENTATION:** Supporting documentation can be obtained via the Commission on HIV Website at: <http://hiv.lacounty.gov> or in person. The Commission Offices are located at 510 S. Vermont Ave., 14th Floor Los Angeles, 90020. Validated parking is available at 523 Shatto Place, Los Angeles 90020. *\*Hard copies of materials will not be made available during meetings unless otherwise determined by staff in alignment with the County's green initiative to recycle and reduce waste.*

**PUBLIC COMMENT:** Public Comment is an opportunity for members of the public to comment on an agenda item, or any item of interest to the public, before or during the Commission’s consideration of the item, that is within the subject matter jurisdiction of the Commission. To submit Public Comment, you may submit in person, email to [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org) , or submit electronically [here](#). All Public Comments will be made part of the official record.

**ACCOMMODATIONS:** Interpretation services for the hearing impaired and translation services for languages other than English are available free of charge with at least 72 hours’ notice before the meeting date. To arrange for these services, please contact the Commission Office at (213) 738-2816 or via email at [HIVComm@lachiv.org](mailto:HIVComm@lachiv.org).

Los servicios de interpretación para personas con impedimento auditivo y traducción para personas que no hablan Inglés están disponibles sin costo. Para pedir estos servicios, póngase en contacto con Oficina de la Comisión al (213) 738-2816 (teléfono), o por correo electrónico á [HIVComm@lachiv.org](mailto:HIVComm@lachiv.org), por lo menos setenta y dos horas antes de la junta.

**ATTENTION:** Any person who seeks support or endorsement from the Commission on any official action may be subject to the provisions of Los Angeles County Code, Chapter 2.160 relating to lobbyists. Violation of the lobbyist ordinance may result in a fine and other penalties. For information, call (213) 974-1093.

**I. ADMINISTRATIVE MATTERS**

- |   |                  |                   |
|---|------------------|-------------------|
| 1. Call to Order & Meeting Guidelines/Reminders                             |                  | 1:00 PM – 1:03 PM |
| 2. Introductions, Roll Call, & Conflict of Interest Statements              |                  | 1:03 PM – 1:05 PM |
| 3. Assembly Bill 2449 Attendance Notification for “Emergency Circumstances” | <b>MOTION #1</b> | 1:05 PM – 1:07 PM |
| 4. Approval of Agenda   | <b>MOTION #2</b> | 1:07 PM – 1:08 PM |
| 5. Approval of Meeting Minutes  | <b>MOTION #3</b> | 1:08 PM – 1:10 PM |

**II. PUBLIC COMMENT** 1:10 PM – 1:15 PM

6. Opportunity for members of the public to address the Committee of items of interest that are within the jurisdiction of the Committee. For those who wish to provide public comment may do so in person, electronically by clicking [here](#), or by emailing [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org).

**III. COMMITTEE NEW BUSINESS ITEMS**

7. Opportunity for Commission members to recommend new business items for the full body or a committee level discussion on non-agendized Matters not posted on the agenda, to be discussed and (if requested) placed on the agenda for action at a future meeting, or matters requiring immediate action because of an emergency situation, or where the need to take action arose subsequent to the posting of the agenda.

**IV. REPORTS**

- 8. Executive Director/Staff Report** 1:15 PM – 1:20 PM
- A. Commission (COH)/County Operational Updates
- 9. Co-Chair Report** 1:20 PM – 1:40 PM
- A. 2023 COH Co-Chair Pro-Tem Open Nomination & Elections | July 13, 2023
- B. June 8, 2023 COH Meeting | FOLLOW-UP & FEEDBACK
- (1) Update COH Meeting Agendas to include Standing Commissioner Comments, Ending the HIV Epidemic (EHE) Report and California Planning Group (CPG) Report, and Add'l Public Comment
- C. July 13, 2023 COH Meeting Agenda Development
- (1) 2023 Membership Renewal Slate
- (2) DHSP Presentation: HIV Surveillance Update & Data Challenges for LA County Native American Communities
- (3) National HIV Awareness Day
- a. 7/21 Zero HIV Stigma Day #ZeroHIVStigmaDay
- D. August 10, 2023 COH Meeting Cancellation Consideration
- B. Conferences, Meetings & Trainings | OPEN FEEDBACK
- C. Member Vacancies & Recruitment
- 10. Division of HIV and STD Programs (DHSP) Report** 1:40 PM – 1:55 PM
- A. Fiscal, Programmatic and Procurement Updates
- (1) Ryan White Program (RWP) Part A & MAI
- (2) Fiscal
- (3) Mpox | UPDATES
- 11. Standing Committee Report** 1:55 PM – 2:35 PM
- A. Operations Committee
- (1) Membership Management
- a. 2023 Membership Renewal Slate **MOTION #4**
- b. New Member Applications
- Karla Castro **MOTION #5**
  - Lambert Talley **MOTION #6**
- c. Parity, Inclusivity & Reflectiveness (PIR) | UPDATES
- (2) Policies & Procedures
- (3) [2023 Training Schedule](#) | REMINDER
- (4) Recruitment, Retention and Engagement
- B. Planning, Priorities and Allocations (PP&A) Committee
- C. Standards and Best Practices (SBP) Committee
- (1) Universal Service Standards | UPDATES
- (2) Nutrition Support Services Standards | [PUBLIC COMMENT PERIOD 6/9-7/10](#)
- (3) Medical Care Coordination (MCC) Review | UPDATES

D. Public Policy Committee (PPC)

(1) County, State and Federal Policy, Legislation, and Budget

- a. 2023-2024 Legislative Docket | UPDATES
- b. 2023-2024 Policy Priorities | UPDATES
- c. Coordinated STD Response | UPDATES
- d. Act Now Against Meth (ANAM) | UPDATES

(2) Public Comments at Health Deputies (HD) and Board of Supervisors (BOS) Meetings

**12. Caucus, Task Force, and Work Group Reports:**

2:35 PM – 2:45 PM

- A. Aging Caucus
- B. Black/AA Caucus
- C. Consumer Caucus
- D. Transgender Caucus
- E. Women’s Caucus
  - Virtual Lunch & Learn 2-Part Series Re: Loss, Grief & Healing | 6/21 @ 5-6:30PM & 6/28 @ 12-1PM
- F. Bylaws Review Taskforce
- G. Mission & Statement Workgroup
- H. Prevention Planning Workgroup

**V. NEXT STEPS**

2:45 PM – 2:55 PM

- 13. Task/Assignments Recap
- 14. Agenda development for the next meeting

**VI. ANNOUNCEMENTS**

2:55 PM – 3:00 PM

- 15. Opportunity for members of the public and the committee to make announcements

**VII. ADJOURNMENT**

3:00 PM

Adjournment for the meeting of June 22, 2023.

## PROPOSED MOTIONS

<b>MOTION #1:</b>	Approve remote attendance by members due to “emergency circumstances”, per AB 2449.
<b>MOTION #2</b>	Approve the Agenda Order as presented or revised.
<b>MOTION #3</b>	Approve the meeting minutes, as presented or revised.
<b>MOTION #4</b>	Approve 2023 Renewal Membership Slate, as presented or revised, and forward to full body for approval at its July 13, 2023 meeting: Everardo Alvizo (Seat #3); Felipe Findley (Seat #49); Paul Nash (Seat #45); Harold San Agustin (Seat #13); Joseph Green (Seat # 21); Justin Valero (Seat #39); Arlene Frames (Seat #29); Redeem Robinson (Seat #47); and Kevin Stalter (Seat #23)
<b>MOTION #5</b>	Approve new membership application for Karla Castro, as presented or revised, and forward to full body for approval at its July 13, 2023 meeting.
<b>MOTION #6</b>	Approve new membership application for Lambert Talley, as presented or revised, and forward to full body for approval at its July 13, 2023 meeting.



## HYBRID MEETING GUIDELINES, ETIQUETTE & REMINDERS (Updated 3.22.23)

- This meeting is a **Brown-Act meeting** and is being recorded.
  - The conference room speakers are *extremely* sensitive and will pick up even the slightest of sounds, i.e., whispers. If you prefer that your private or side conversations, not be included in the meeting recording which, is accessible to the public, we respectfully request that you step outside of the room to engage in these conversations.
  - Turn off your ringers/notifications on your smart devices so as not to disrupt the meeting.
  - Your voice is important, and we want to ensure that it is captured accurately on the record. Please be respectful of one another and minimize crosstalk.
  
- The **meeting packet** can be found on the Commission's website at <https://hiv.lacounty.gov/meetings/> or accessed via the QR code provided. Hard copies of materials will not be provided in compliance with the County's green initiative to recycle and reduce waste.
  
- Please comply with the **Commission's Code of Conduct** located in the meeting packet
  
- Public Comment** for members of the public can be submitted in person, electronically @ [https://www.surveymonkey.com/r/public\\_comments](https://www.surveymonkey.com/r/public_comments) or via email at [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org). *For members of the public attending virtually, you may also submit your public comment via the Chat box. Should you wish to speak on the record, please use the "Raised Hand" feature or indicate your request in the Chat Box and staff will call upon and unmute you at the appropriate time. Please note that all attendees are muted unless otherwise unmuted by staff.*
  
- For individuals joining in person, to mitigate any potential streaming interference for those joining virtually, we respectfully ask that you **not simultaneously log into the virtual option of this meeting via WebEx.**
  
- Committee members invoking **AB 2449 for "Just Cause" or "Emergency Circumstances"** must communicate their intentions to staff and/or co-chairs no later than the start of the meeting. Members requesting to join pursuant to AB 2449 must have their audio and video on, at all times, and disclose whether there is a person over the age of 18 in the room in order to be counted toward quorum and have voting privileges. For members joining virtually due to "Emergency Circumstances", a vote will be conducted by the Committee/COH for approval.
  
- Members will be required to explicitly state their agency's **Ryan White Program Part A and/or CDC prevention conflicts of interest** on the record (versus referring to list in the packet). A list of conflicts can be found in the meeting packet and are recorded on the back of members' name plates, courtesy of staff.



## CODE OF CONDUCT

The Commission on HIV welcomes commissioners, guests, and the public into a space where people of all opinions and backgrounds are able to contribute. In this space, we challenge ourselves to be self-reflective and committed to an ongoing understanding of each other and the complex intersectionality of the lives we live. We create a safe environment where we celebrate differences while striving for consensus in the fights against our common enemies: HIV and STDs. We build trust in each other by having honest, respectful, and productive conversations. As a result, the Commission has adopted and is consistently committed to implementing the following guidelines for Commission, committee, and associated meetings.

**All participants and stakeholders should adhere to the following:**

- 1) We approach all our interactions with compassion, respect, and transparency.**
- 2) We respect others' time by starting and ending meetings on time, being punctual, and staying present.**
- 3) We listen with intent, avoid interrupting others, and elevate each other's voices.**
- 4) We encourage all to bring forth ideas for discussion, community planning, and consensus.**
- 5) We focus on the issue, not the person raising the issue.**
- 6) Be flexible, open-minded, and solution-focused.**
- 7) We give and accept respectful and constructive feedback.**
- 8) We keep all issues on the table (no "hidden agendas"), avoid monopolizing discussions and minimize side conversations.**
- 9) We have no place in our deliberations for racist, sexist, homophobic, transphobic, and other discriminatory statements, and "-isms" including misogyny, ableism, and ageism.**
- 10) We give ourselves permission to learn from our mistakes.**

In response to violation of the Code of Conduct which results in meeting disruption, Include provisions of SB 1100 which states in part, ". . . authorize the presiding member of the legislative body conducting a meeting or their designee to remove, or cause the removal of, an individual for disrupting the meeting . . . . Removal to be preceded by a warning to the individual by the presiding member of the legislative body or their designee that the individual's behavior is disrupting the meeting and that the individual's failure to cease their behavior may result in their removal." Complaints related to internal Commission matters such as alleged violation of the Code of Conduct or other disputes among members are addressed and resolved in adherence to Policy/Procedure #08.3302." (Commission Bylaws, Article VII, Section 4.)



# 2023 MEMBERSHIP ROSTER | UPDATED 6.20.23

SEAT NO.	MEMBERSHIP SEAT	Commissioners Seated	Committee Assignment	COMMISSIONER	AFFILIATION (IF ANY)	TERM BEGIN	TERM ENDS	ALTERNATE
1	Medi-Cal representative			<b>Vacant</b>		July 1, 2021	June 30, 2023	
2	City of Pasadena representative	1	EXC SBP	Erika Davies	City of Pasadena Department of Public Health	July 1, 2022	June 30, 2024	
3	City of Long Beach representative	1	EXC OPS	Everardo Alvizo, LCSW	Long Beach Health & Human Services	July 1, 2021	June 30, 2023	
4	City of Los Angeles representative	1	PP	Ricky Rosales	AIDS Coordinator's Office, City of Los Angeles	July 1, 2022	June 30, 2024	
5	City of West Hollywood representative	1	PP&A	Derek Murray	City of West Hollywood	July 1, 2021	June 30, 2023	
6	Director, DHSP	1	EXC	Mario Pérez, MPH	DHSP, LA County Department of Public Health	July 1, 2022	June 30, 2024	
7	Part B representative	1	PP&A	Karl Halfman, MA	California Department of Public Health, Office of AIDS	July 1, 2022	June 30, 2024	
8	Part C representative	1	PP	Leon Mautsby	Charles R. Drew University	July 1, 2022	June 30, 2024	
9	Part D representative	1	SBP	Mikhaela Cielo, MD	LAC + USC MCA Clinic, LA County Department of Health Services	July 1, 2021	June 30, 2023	
10	Part F representative			<b>Vacant</b>		July 1, 2022	June 30, 2024	
11	Provider representative #1	1	OPS	Jose Magana	The Wall Las Memorias	July 1, 2021	June 30, 2023	
12	Provider representative #2	1	SBP	Andre Molette	Men's Health Foundation	July 1, 2022	June 30, 2024	
13	Provider representative #3	1	SBP	Harold Glenn San Agustin, MD	JWCH Institute, Inc.	July 1, 2021	June 30, 2023	
14	Provider representative #4	1	PP&A	LaShonda Spencer, MD	Charles Drew University	July 1, 2022	June 30, 2024	
15	Provider representative #5	1	<b>TBD</b>	Byron Patel	Los Angeles LGBT Center	July 1, 2021	June 30, 2023	
16	Provider representative #6	1	PP&A	Anthony Mills, MD	Men's Health Foundation	July 1, 2022	June 30, 2024	
17	Provider representative #7	1	EXC	Alexander Luckie Fuller ( <b>LOA</b> )	<b>TBD</b>	July 1, 2021	June 30, 2023	
18	Provider representative #8	1	SBP	Martin Sattah, MD	Rand Shrader Clinic, LA County Department of Health Services	July 1, 2022	June 30, 2024	
19	Unaffiliated consumer, SPA 1			<b>Vacant</b>		July 1, 2021	June 30, 2023	
20	Unaffiliated consumer, SPA 2			<b>Vacant</b>		July 1, 2022	June 30, 2024	
21	Unaffiliated consumer, SPA 3	1	EXC OPS PP&A	Joseph Green	<i>Unaffiliated Consumer</i>	July 1, 2021	June 30, 2023	
22	Unaffiliated consumer, SPA 4			<b>Vacant</b>		July 1, 2022	June 30, 2024	
23	Unaffiliated consumer, SPA 5	1	EXC SBP	Kevin Stalter	<i>Unaffiliated Consumer</i>	July 1, 2021	June 30, 2023	
24	Unaffiliated consumer, SPA 6	1	OPS	Jayda Arrington	<i>Unaffiliated Consumer</i>	July 1, 2022	June 30, 2024	
25	Unaffiliated consumer, SPA 7			<b>Vacant</b>		July 1, 2021	June 30, 2023	Mallery Robinson (SBP)
26	Unaffiliated consumer, SPA 8	1	EXC PP&A	Kevin Donnelly	<i>Unaffiliated Consumer</i>	July 1, 2022	June 30, 2024	
27	Unaffiliated consumer, Supervisorial District 1			<b>Vacant</b>		July 1, 2021	June 30, 2023	Dechelle Richardson ( <b>TBD</b> )
28	Unaffiliated consumer, Supervisorial District 2	1	EXC	Bridget Gordon	<i>Unaffiliated Consumer</i>	July 1, 2022	June 30, 2024	
29	Unaffiliated consumer, Supervisorial District 3	1	SBP	Arlene Frames	<i>Unaffiliated Consumer</i>	July 1, 2021	June 30, 2023	
30	Unaffiliated consumer, Supervisorial District 4			<b>Vacant</b>		July 1, 2022	June 30, 2024	Juan Solis ( <b>TBD</b> )
31	Unaffiliated consumer, Supervisorial District 5	1	PP&A	Felipe Gonzalez	<i>Unaffiliated Consumer</i>	July 1, 2021	June 30, 2023	
32	Unaffiliated consumer, at-large #1	1	<b>TBD</b>	Lilieth Conolly	<i>Unaffiliated Consumer</i>	July 1, 2022	June 30, 2024	
33	Unaffiliated consumer, at-large #2	1	<b>TBD</b>	Shonte Daniels	<i>Unaffiliated Consumer</i>	July 1, 2021	June 30, 2023	
34	Unaffiliated consumer, at-large #3			<b>Vacant</b>		July 1, 2022	June 30, 2024	
35	Unaffiliated consumer, at-large #4			<b>Vacant</b>		July 1, 2021	June 30, 2023	
36	Representative, Board Office 1	1	EXC PP&A	Al Ballesteros, MBA	JWCH Institute, Inc.	July 1, 2022	June 30, 2024	
37	Representative, Board Office 2	1	EXC OPS	Danielle Campbell, MPH	Charles Drew University	July 1, 2021	June 30, 2023	
38	Representative, Board Office 3	1	EXC PP	Katja Nelson, MPP	APLA	July 1, 2022	June 30, 2024	
39	Representative, Board Office 4	1	EXC OPS	Justin Valero, MA	No affiliation	July 1, 2021	June 30, 2023	
40	Representative, Board Office 5	1	PP&A	Jonathan Weedman	ViaCare Community Health	July 1, 2022	June 30, 2024	
41	Representative, HOPWA	1	PP&A	Jesus Orozco	City of Los Angeles, HOPWA	July 1, 2021	June 30, 2023	
42	Behavioral/social scientist	1	EXC PP	Lee Kochems	<i>Unaffiliated Consumer</i>	July 1, 2022	June 30, 2024	
43	Local health/hospital planning agency representative			<b>Vacant</b>		July 1, 2021	June 30, 2023	
44	HIV stakeholder representative #1	1	PP	Alasdair Burton	No affiliation	July 1, 2022	June 30, 2024	
45	HIV stakeholder representative #2	1	PP	Paul Nash, CPsychol AFBPsS FHEA	University of Southern California	July 1, 2021	June 30, 2023	
46	HIV stakeholder representative #3	1	PP	Pearl Doan	No affiliation	July 1, 2022	June 30, 2024	
47	HIV stakeholder representative #4	1	PP&A	Redeem Robinson	No affiliation	July 1, 2021	June 30, 2023	
48	HIV stakeholder representative #5	1	PP	Mary Cummings	Bartz-Altadonna Community Health Center	July 1, 2022	June 30, 2024	
49	HIV stakeholder representative #6	1	PP	Felipe Findley, PA-C, MPAS, AAHIVS	Watts Healthcare Corp	July 1, 2021	June 30, 2023	
50	HIV stakeholder representative #7	1	PP&A	William D. King, MD, JD, AAHIVS	W. King Health Care Group	July 1, 2022	June 30, 2024	
51	HIV stakeholder representative #8	1	EXC OPS	Miguel Alvarez	No affiliation	July 1, 2022	June 30, 2024	
<b>TOTAL:</b>		<b>40</b>						

LEGEND: EXC=EXECUTIVE COMM | OPS=OPERATIONS COMM | PP&A=PLANNING, PRIORITIES & ALLOCATIONS COMM | PPC=PUBLIC POLICY COMM | SBP=STANDARDS & BEST PRACTICES COMM

LOA: Leave of Absence

Overall total: 43



## COMMISSION MEMBER "CONFLICTS-OF-INTEREST"

Updated 6/20/23

The following list identifies "conflicts-of-interest" for Commission members who represent agencies with Part A/B –and/or CDC HIV Prevention-funded service contracts with the County of Los Angeles. According to Ryan White legislation, HRSA guidance and Commission policy, Commission members are required to state their "conflicts-of-interest" prior to priority- and allocation-setting and other fiscal matters concerning the local HIV continuum of care, and to recuse themselves from discussions involving specific service categories for which their organizations have service contracts.

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
<b>ALVAREZ</b>	<b>Miguel</b>	No Affiliation	No Ryan White or prevention contracts
<b>ALVIZO</b>	<b>Everardo</b>	Long Beach Health & Human Services	Benefits Specialty
			Ambulatory Outpatient Medical (AOM)
			Medical Care Coordination (MCC)
			HIV and STD Prevention
			HIV Testing Social & Sexual Networks
			HIV Testing Storefront
<b>ARRINGTON</b>	<b>Jayda</b>	Unaffiliated consumer	No Ryan White or prevention contracts
<b>BALLESTEROS</b>	<b>AI</b>	JWCH, INC.	HIV Testing Storefront
			HIV Testing & Syphilis Screening, Diagnosis, & inked Referral...(CSV)
			STD Screening, Diagnosis, and Treatment
			Health Education/Risk Reduction (HERR)
			Mental Health
			Oral Healthcare Services
			Transitional Case Management
			Ambulatory Outpatient Medical (AOM)
			Benefits Specialty
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			Transportation Services
<b>BURTON</b>	<b>Alasdair</b>	No Affiliation	No Ryan White or prevention contracts

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
CAMPBELL	Danielle	Charles R. Drew University	Biomedical HIV Prevention
			HIV Storefront Testing
			HIV Testing Social & Sexual Networks
CIELO	Mikhaela	LAC & USC MCA Clinic	Biomedical HIV Prevention
			HIV Testing Storefront
			HIV Testing Social & Sexual Networks
CUMMINGS	Mary	Bartz-Altadonna Community Health Center	No Ryan White or prevention contracts
DAVIES	Erika	City of Pasadena	HIV Testing Storefront
			HIV Testing & Sexual Networks
DOAN	Pearl	No Affiliation	No Ryan White or prevention contracts
DONNELLY	Kevin	Unaffiliated consumer	No Ryan White or prevention contracts
FINDLEY	Felipe	Watts Healthcare Corporation	Transportation Services
			Ambulatory Outpatient Medical (AOM)
			Medical Care Coordination (MCC)
			Oral Health Care Services
			Biomedical HIV Prevention
			STD Screening, Diagnosis and Treatment
FRAMES	Arlene	Unaffiliated consumer	No Ryan White or prevention contracts
FULLER	Luckie	No Affiliation	No Ryan White or prevention contracts
GONZALEZ	Felipe	Unaffiliated consumer	No Ryan White or Prevention Contracts
GORDON	Bridget	Unaffiliated consumer	No Ryan White or prevention contracts
GREEN	Joseph	Unaffiliated consumer	No Ryan White or prevention contracts
HALFMAN	Karl	California Department of Public Health, Office of AIDS	Part B Grantee
KOCHEMS	Lee	Unaffiliated consumer	No Ryan White or prevention contracts
KING	William	W. King Health Care Group	No Ryan White or prevention contracts
MAGANA	Jose	The Wall Las Memorias, Inc.	HIV Testing Storefront
			HIV Testing Social & Sexual Networks
MARTINEZ (PP&A Member)	Miguel	Children's Hospital Los Angeles	Ambulatory Outpatient Medical (AOM)
			HIV Testing Storefront
			STD Screening, Diagnosis and Treatment
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			Transportation Services
			Promoting Healthcare Engagement Among Vulnerable Populations

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
MAULTSBY	Leon	Charles R. Drew University	Biomedical HIV Prevention
			HIV Testing Storefront
			HIV Testing Social & Sexual Networks
MILLS	Anthony	Southern CA Men's Medical Group	Biomedical HIV Prevention
			Ambulatory Outpatient Medical (AOM)
			Medical Care Coordination (MCC)
			Promoting Healthcare Engagement Among Vulnerable Populations
			Sexual Health Express Clinics (SHEX-C)
			Transportation Services
MINTLINE (SBP Member)	Mark	Western University of Health Sciences (No Affiliation)	No Ryan White or prevention contracts
MOLLETTE	Andre	Southern CA Men's Medical Group	Biomedical HIV Prevention
			Ambulatory Outpatient Medical (AOM)
			Medical Care Coordination (MCC)
			Promoting Healthcare Engagement Among Vulnerable Populations
			Sexual Health Express Clinics (SHEX-C)
			Transportation Services
MURRAY	Derek	City of West Hollywood	No Ryan White or prevention contracts
NASH	Paul	University of Southern California	Biomedical HIV Prevention

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
NELSON	Katja	APLA Health & Wellness	Case Management, Home-Based
			Benefits Specialty
			Nutrition Support
			HIV Testing Social & Sexual Networks
			STD Screening, Diagnosis and Treatment
			Sexual Health Express Clinics (SHEX-C)
			Health Education/Risk Reduction
			Biomedical HIV Prevention
			Oral Healthcare Services
			Ambulatory Outpatient Medical (AOM)
			Medical Care Coordination (MCC)
			HIV and STD Prevention Services in Long Beach
			Transportation Services
			Nutrition Support
OROZCO	Jesus ("Chuy")	HOPWA-City of Los Angeles	No Ryan White or prevention contracts
PERÉZ	Mario	Los Angeles County, Department of Public Health, Division of HIV and STD Programs	Ryan White/CDC Grantee
ROBINSON	Mallery	No Affiliation	No Ryan White or prevention contracts
ROBINSON	Redeem	All Souls Movement (No Affiliation)	No Ryan White or prevention contracts
ROSALES	Ricky	City of Los Angeles AIDS Coordinator	No Ryan White or prevention contracts
SATTAH	Martin	Rand Schrader Clinic LA County Department of Health Services	Biomedical HIV Prevention
			HIV Testing Storefront
			HIV Testing Social & Sexual Networks

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
SAN AGUSTIN	Harold	JWCH, INC.	HIV Testing Storefront
			HIV Testing & Syphilis Screening, Diagnosis, & inked Referral...(CSV)
			STD Screening, Diagnosis and Treatment
			Health Education/Risk Reduction
			Mental Health
			Oral Healthcare Services
			Transitional Case Management
			Ambulatory Outpatient Medical (AOM)
			Benefits Specialty
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			Transportation Services
SPENCER	LaShonda	Oasis Clinic (Charles R. Drew University/Drew CARES)	Biomedical HIV Prevention
			HIV Testing Storefront
			HIV Testing Social & Sexual Networks
STALTER	Kevin	Unaffiliated consumer	No Ryan White or prevention contracts
VALERO	Justin	No Affiliation	No Ryan White or prevention contracts
WEEDMAN	Jonathan	ViaCare Community Health	Biomedical HIV Prevention

**Division of HIV and STD Programs Contracted Community Services**

ORGANIZATION	SERVICE CATEGORY	SUBCONTRACTOR
AIDS Healthcare Foundation (AHF)	Mental Health	
	Medical Specialty	
	Oral Health	
APLA Health & Wellness (AHW)	Ambulatory Outpatient Medical (AOM)	
	Case Management Home-Based	Libertana Home Health, Caring Choice, The Wright Home Care, Cambrian, Care Connection, Envoy
	Nutrition Support (Food Bank/Pantry Service)	AIDS Food Store, Foothill AIDS Project, JWCH, Project Angel
	Oral Health	Dostal Laboratories
	STD Testing and STD Screening, Diagnosis & Treatment Services (STD-SDTS)	
	STD-Ex-C	
AltaMed Health Services	Biomedical HIV Prevention Services	
	Case Management Home-Based	Envoy, Caring Choice, Health Talent Strategies, Hope International
	Mental Health	
Bienestar Human Services (BEN)	Vulnerable Populations (YMSM)	TWLMP
	Nutrition Support (Food Bank/Pantry Service)	
Black AIDS Institute	Vulnerable Populations (Trans)	CHLA, SJW
	HTS - Storefront	LabLinc Mobile Testing Unit Contract
Center for Health Justice (CHJ)	Transitional Case Management (Jails)	
	Vulnerable Populations (YMSM)	
Childrens Hospital Los Angeles (CHL)	AOM	
	Vulnerable Populations (YMSM)	APAIT
	HTS - Storefront	AMAAD, Center for Health Justice, Sunrise Community Counseling Center
Coachman Moore and Associates	STD Prevention	
East Los Angeles Womens Center	HERR	
East Valley Community Health Center (EVC)	AOM	
Essential Access Health (formerly California Family Health Council)	STD Infertility Prevention and District 2	
Friends Research Institute	HERR	
Greater Los Angeles Agency on Deafness, Inc. (GLAD)	HERR	LIFESIGNS, Inc., Sign Language Interpreter Services
Heluna Health	Linkage to Care Service for Persons Living with HIV	EHE Mini Grants (MHF; Kavich-Reynolds; SJW; CDU; Kedren Comm Health Ctr; RLA; SCC; EHE Priority Populations (BEN; ELW; LGBT; SJW; SMM; WLM; UCLA LAFANN; Spanish Telehealth Mental Health Services; Translation/Transcription Services; Public Health Detailing; HIV Workforce Development
In the Meantime Men's Group	Vulnerable Populations (YMSM)	Resilient Solutions Agency
JWCH Institute, Inc. (JWCH)	Mental Health	Bienestar
	Oral Health	USC School of Dentistry
	Biomedical HIV Prevention Services	
LAC University of Southern California Medical Center Foundation, Inc.	Community Engagement and Related Services	AMAAD, Program Evaluation Services, Community Partner Agencies
LAC-DHS Housing for Health (DHS)	Housing Assistance Services	Heluna Health
Los Angeles LGBT Center (LGBT)	AOM	Barton & Associates
	Vulnerable Populations (YMSM)	Bienestar, CHLA, The Walls Las Memorias, Black AIDS Institute
	Vulnerable Populations (Trans)	Special Services for Groups, Translatin@ Coalition, CHLA, Friends
Men's Health Foundation (Anthony Martin Mills, MD)	AOM	AMMD (Medical Services)
	Biomedical HIV Prevention Services	
	Vulnerable Populations (YMSM)	
	Sexual Health Express Clinics (SHEx-C)	AMMD - Contracted Medical Services
Minority AIDS Project (MAP)	Case Management Home-Based	Caring Choice, Envoy
	AOM	
Northeast Valley Health Corporation (NEV)	Mental Health	
	STD Testing and STD Screening, Diagnosis & Treatment Services (STD-SDTS)	
	Residential Facility For the Chronically Ill (RCFCI)	
Project New Hope (PNH)	Residential Facility For the Chronically Ill (RCFCI)	
Public Health Foundation Enterprises (PHF)	Transitional Case Management (Jails)	
St. John's Well Child and Family Center (SJW)	HTS - Social and Sexual Networks	Black AIDS Institute
St. Mary Medical Center (SMM)	AOM	
	Case Management Home-Based	Envoy, Cambrian, Caring Choice
	Oral Health	Dental Laboratory
T.H.E. Clinic, Inc. (THE)	AOM	
The Wall Las Memorias Project	HTS - Storefront	
	HTS - Social and Sexual Networks	
Tarzana Treatment Center (TTC)	AOM	New Health Consultant
	Case Management Home-Based	Always Right Home, Envoy
	Mental Health	
The Regents of the University of California (UCLA)	Oral Health-Endo	
	Oral Health-Gen.	
University of Southern California School of Dentistry (USC-Ostrow)	Oral Health-Endo	Patient Lab - Burbank Dental Lab, DenTech; Biopsies - Pacific Oral Pathology
	Oral Health-Gen.	Patient Lab Services
Venice Family Clinic (VFC)	AOM	UCLA
	Benefit Specialty	UCLA
	Medical Care Coordination	UCLA
Watts Healthcare Corporation (WHC)	Oral Health	



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*Commission member presence at meetings is recorded based on the attendance roll call. Only members of the Commission on HIV are accorded voting privileges. Members of the public may confirm their attendance by contacting Commission staff. Approved meeting minutes are available on the Commission’s website and may be corrected up to one year after approval. Meeting recordings are available upon request.*

## EXECUTIVE COMMITTEE MEETING MINUTES April 27, 2023

COMMITTEE MEMBERS			
P = Present   A = Absent			
Luckie Fuller, Co-Chair	EA	Joseph Green (Executive At-Large)	P *AB2449
Bridget Gordon, Co-Chair	P	Lee Kochems, MA	P
Everardo Alvizo, LCSW	P	Katja Nelson, MPP	EA
Al Ballesteros, MBA	A	Mario J. Pérez, MPH	P
Danielle Campbell, MPH (Executive At-Large)	A	Kevin Stalter	P
Erika Davies	EA	Justin Valero	P
Kevin Donnelly	P		
COMMISSION STAFF AND CONSULTANTS			
Cheryl Barrit, MPIA; Lizette Martinez, MPH; Dawn McClendon; Jose Rangel-Garibay, MPH Sonja Wright, BA, MSOM, Lac, Dipl. OM, PES			
DHSP STAFF			
No other DHSP staff in attendance			

Meeting agenda and materials can be found on the Commission’s website [HERE](#)

### I. ADMINISTRATIVE MATTERS

#### 1. **CALL TO ORDER & MEETING GUIDELINES/REMINDERS**

Bridget Gordon, Co-Chair, Commission on HIV (COH), commenced the meeting at around 1:13 PM and provided an overview of the meeting guidelines.

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### 2. INTRODUCTIONS, ROLL CALL, & CONFLICTS OF INTEREST STATEMENTS

B. Gordon led introductions and requested that Committee members state conflicts of interest. Cheryl Barrit, Executive Director, COH, conducted roll call.

**ROLL CALL (PRESENT):** M. Alvarez, E. Alvizo, K. Donnelly, J. Green (AB2449), L. Kochems, M. Pérez, J. Valero, and B. Gordon.

### 3. ASSEMBLY BILL 2449 ATTENDANCE NOTIFICATION FOR “EMERGENCY CIRCUMSTANCES”

**MOTION #1:** Approve remote attendance by members due to “emergency circumstances,” per AB 2449. *Not applicable.*

### 4. APPROVAL OF AGENDA

**MOTION #2:** Approve the Agenda Order, as presented or revised. *✓Passed by consensus*

L. Kochems requested that a motion corresponding to Agenda item #12(D)(1)(a) be added to approve the 2023 Legislative Docket pertaining to State bills.

### 5. APPROVAL OF MEETING MINUTES

**MOTION #3:** Approve the Executive Committee minutes, as presented or revised. *✓Passed by consensus*

## II. PUBLIC COMMENT

### 6. OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COMMISSION ON ITEMS OF INTEREST THAT ARE WITHIN THE JURISDICTION OF THE COMMISSION.

*Not applicable.*

## III. COMMITTEE NEW BUSINESS ITEMS

### 7. OPPORTUNITY FOR COMMITTEE MEMBERS TO RECOMMEND NEW BUSINESS ITEMS FOR THE FULL BODY OR A COMMITTEE LEVEL DISCUSSION ON NON-AGENDIZED MATTERS NOT POSTED ON THE AGENDA, TO BE DISCUSSED AND (IF REQUESTED) PLACED ON THE AGENDA FOR ACTION AT A FUTURE MEETING, OR MATTERS REQUIRING IMMEDIATE ACTION BECAUSE OF AN EMERGENCY, OR WHERE THE NEED TO TAKE ACTION AROSE SUBSEQUENT TO THE POSTING OF THE AGENDA.

*No committee new business items.*

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### IV. REPORTS

#### 8. EXECUTIVE DIRECTOR/STAFF REPORT

##### A. Commission (COH)/County Operational Updates

(1) [HRSA & CDC Dear Colleague Letter Re: Joint HIV Outbreak & Housing Response Efforts](#)

C. Barrit highlighted the joint Dear Colleague letter which was forwarded to the membership and included in the meeting packet, and encouraged members to review and be mindful of the key strategies referenced as the Commission continues to address the housing crisis as a barrier in ending the HIV epidemic.

(2) **Ryan White Part A Conflicts of Interest (COI)**

**a. Member COI Forms | OVERDUE**

C. Barrit reminded Committee members to complete the required Ryan White Program Part A Conflict of Interest and Agency Affiliation form which are now overdue. Hard copies are available.

C. Barrit shared that staff is coordinating introductory meetings, to include the COH Co-Chairs, with the County's Mental Health Commission, Public Health Commission, and the Commission on Alcohol and Other Drugs in response to the Committee's expressed interest in establishing partnerships with key commissions whose work intersects with and can potentially support the Commission's planning activities.

#### 9. CO-CHAIR REPORT

##### A. Remembering Dr. Wilbert C. Jordan

B. Gordon announced the passing of Dr. Jordan, a pioneer in the field of HIV, highlighting his work in the Black community, and shared that the meeting will be adjourned in his memory. Information regarding Dr. Jordan's memorial service has been shared via various emails.

##### B. Reimaging COH Meetings (1) May – July 2023 COH Meeting Schedule & Agenda Development

The Committee discussed the upcoming meeting schedule and potential agenda items for the May-July COH meetings. It was acknowledged that there were numerous activities requiring attention and therefore, it was decided that the COH meetings scheduled for May and June would proceed as scheduled.

- The Committee indicated that they would revisit whether to move forward or cancel the July and/or August COH meetings at their May Committee meeting and poll members who will be attending the International AIDS Society Conference on Science for possible scheduling conflicts.

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B. Gordon suggested that the Commission collaborate with other County commissions and/or community-based organizations to find ways to partner in promoting and commemorate national HIV awareness days. As an example, partner with APAIT to promote National API HIV/AIDS Awareness Day.

C. Barrit shared that the May and June COH meetings will be held at St. Anne's Conference & Events Center (fka St. Anne's Maternity Home) due to unavailability of sufficient conference room space at the Vermont Corridor. Advance notice of venue change will be shared through the Commission's listservs.

### C. April 13, 2023 COH Meeting | FOLLOW UP + FEEDBACK

An observation was shared that although the meeting started later than scheduled, it concluded earlier than anticipated, which was well-received by the attendees. It was further shared that the discussion on unmet needs was good, and appreciation was expressed for breaking up the presentation into three parts allowing for better comprehension and digestion of the information presented.

### D. Bylaws Review Taskforce (BRT) | MEMBER RECRUITMENT DEADLINE: 4/27/23

E. Alvizo, BRT Co-Chair, reported that the taskforce extended the recruitment period to April 27 to allow more Commissioners to join to reach a more reflective membership. M. Pérez announced that he will participate. No additional members expressed interest in joining.

### E. Conferences, Meetings & Trainings | OPEN FEEDBACK

It was announced that the Office of AIDS, California Planning Group (CPG) will be hosting their Spring in-person meeting May 1-3, 2023, at the Hyatt Regency in Long Beach. May 2-3 will be open to members of the public. As a CPG member, Commissioner Jayda Arrington shared that she would attend. See the [CPG website](#) for more information.

Commissioner Alasdair Burton shared that he will be attending DHSP's Ending the HIV Epidemic (EHE) Steering Committee in-person meeting on May 2, 2023.

### F. Member Vacancies & Recruitment

B. Gordon deferred this item to be addressed during the Operations Committee standing report.

## 10. DIVISION OF HIV AND STD PROGRAMS (DHSP) REPORT

### A. Fiscal, Programmatic and Procurement Updates

#### (1) Ryan White Program (RWP) Part A & MAI

Mario J. Pérez, Director, DHSP, reported that the HRSA site visit report has not yet been released and will share with the Commission upon receipt.

#### (2) Fiscal – *No fiscal update provided.*

#### (3) Mpox | UPDATES

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M. Pérez reported that Mpox cases have slowed down significantly, however due to the upcoming Pride season and a reported cluster detection in France, DHSP remains vigilant in the ongoing surveillance of cases. DHSP is collaborating with 24 public health and community-based partners, utilizing state resources, to promote early and widespread mpox vaccination ahead of Pride month. However, the current demand for vaccinations is significantly low, resulting in only around 150 vaccinations administered per week in the County. DHSP is working with an outside firm to develop and promote mpox vaccination messaging which will be launched soon and will include advertisements via mobile apps.

- As requested, M. Pérez will forward to COH staff mpox testing and vaccination websites for dissemination.

M. Pérez confirmed that DHSP will provide a mpox update presentation at the May 11 Consumer Caucus meeting.

M. Pérez highlighted a significant rise in reportable STI cases in California. In 2022 alone, there were 53,000 cases of chlamydia, 27,000 cases of gonorrhea, and 9,100 cases of syphilis reported. Despite the state allocating funding, the funds arrived considerably late, creating a sense of urgency in establishing Memorandums of Understanding (MOUs) with agencies. DHSP is actively working to maximize those resources and have requested that state partners consider an extension that would allow them to use any unused funds after the end of the state fiscal year considering the upcoming Pride season which is in June. DHSP continues to collaborate with the BOS offices, public health partners, and community stakeholders to address this crisis.

Additionally, M. Pérez shared that an appeal has been made to the Board of Supervisors (BOS) to accept funding from the state dedicated to address the congenital syphilis crisis. It is anticipated that the BOS will approve funding in the upcoming week. Once approved, DHSP plans to mobilize its staff and initiate amendments to existing contracts to strengthen congenital syphilis control efforts. M. Pérez emphasized the importance of addressing the syphilis and congenital syphilis crisis. Key areas of focus include decreasing the number of men diagnosed, establishing the ideal frequency of visits for diagnosis and treatment, and strengthening partner notification mechanisms, including the use of mobile apps. Outreach efforts should encompass engaging private entities, fostering a culture of shared responsibility, and promoting sex-positive health education and messaging. He shared that the organization [Building Health Online Coalition \(BHOC\)](#) is a consortium of public health leaders and gay dating website and app owners who are

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working together to support HIV and STI prevention and are constructively working on this issue.

- The Committee requested that a representative from BHOC attend an upcoming COH meeting to provide an overview of their efforts to address STI prevention via apps and perhaps partner with the COH on future efforts. It was further recommended that a community liaison for each of the gay dating apps (Tinder, Scruff, Grinder, etc.) be invited to an upcoming COH meeting to address creating a campaign to demand apps include a partner notification service.
- Submit information regarding private sex parties to DHSP for outreach efforts.

M. Pérez responded to a question regarding the correlation between individuals on PrEP and STI testing compared to those not on PrEP. It was noted that there is currently no reliable method to measure the correlation between active PrEP usage and STI rates. M. Perez referred to the [National HIV Behavior Surveillance \(NHBS\)](#) as the best tool to measure behaviors around PrEP utilization.

M. Pérez shared that DHSP is closely looking at scaling up its STI control efforts to include Doxycycline otherwise known as doxy-PEP. Other jurisdictions such as Santa Clara County and San Francisco have implemented doxy-PEP as part of their toolbox. DHSP is currently developing a Dear Colleague letter to provide recommendations and resources on using doxy-PEP as an approach to STI control.

- Updates will be provided at the May meeting.

Lastly, in relation to COVID, M. Pérez shared that because we are now out of the federal COVID control response structure, DPH's focus has pivoted to devising strategies to maintain the structure in the event of a new COVID variant.

## 11. STANDING COMMITTEE REPORTS

### A. Operations Committee

#### (1) Membership Management

The Committee recommended to vacate Commissioner Eduardo Martinez' seat; the motion will be reflected on the May COH meeting agenda.

##### a. Status on New/Pending Membership Applications

- Seven applicants have been interviewed and deliberated; five of whom will move forward to the next Executive Committee meeting for recommendation. The remaining two will be invited back to the next Operations Committee for further discussion.

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### **b. Parity, Inclusivity & Reflectiveness (PIR) | UPDATES**

- To address reflectiveness, the Committee will discuss expanding the demographic categories to better capture those who identify as multi-racial
- The applicants moving forward will help improve PIR and fill unaffiliated consumer vacancies.

### **c. 2023 Renewal Membership Slate**

- Renewal applications must be submitted to staff by June 10, 2023; please see Sonja Wright for more information.

### **(2) Policies & Procedures**

**a. Proposed Code of Conduct | MOTION #4** *No action taken; postpone to next meeting.*

**b. Policy #08.3204 Attendance Policy | REVIEW** *No action taken; postpone to next meeting.*

**c. 2023 Training Schedule | REMINDER** *See training schedule.*

**(3) 2020-2021 Assessment of Administrative Mechanism (AAM) Final Report** *No action taken; postpone to next meeting.*

### **(4) Recruitment, Retention and Engagement**

## **B. Planning, Priorities and Allocations (PP&A) Committee**

### **(1) Status Neutral Planning**

K. Donnelly reported the Committee is continuing its discussions on implementing a status-neutral approach to HIV service planning and its challenges.

Chuy Orozco, HOPWA representative, provided updates to the Committee on the HOPWA program to include its funding cycle being extended to a five-year cycle to compliment long term planning.

The Committee discussed the unmet needs report from DHSP to determine what data is needed.

Stakeholder engagement via townhalls and listening sessions was also discussed to garner feedback on service priorities in alignment with the Ryan White Program funding cycle.

## **C. Standards and Best Practices (SBP) Committee**

### **(1) Universal Service Standards Review**

K. Stalter reported that updates to the Universal Service Standards will be released via a public comment period beginning May 5-June 5, 2023, and noted no significant changes were made.

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### (2) Nutrition Support Services Standards Review

*No updates reported.*

### (3) Medical Care Coordination (MCC) Overview

A MCC Workforce Survey presentation will be held at the next meeting on May 2, 2023 @ 10AM.

## D. Public Policy Committee (PPC)

### (1) County, State and Federal Policy, Legislation, and Budget

- a. **2023-2024 Legislative Docket Development.** A motion is scheduled to be included on the agenda of the May 11, 2023 COH meeting, seeking approval for the state bill section of the docket.
- b. **2023-2024 Policy Priorities Development** The Committee is finalizing the policy priorities document and should be ready for approval at the next meeting for approval.
- c. **Coordinated STD Response** The Committee agreed to place further discussions on hold until the legislative docket finalized.
- d. **Act Now Against Meth (ANAM) | UPDATES** An update presentation pending from ANAM.

## 12. CAUCUS, TASK FORCE, AND WORKGROUP REPORTS

- A. **Ageing Caucus** K. Donnelly shared that the Caucus met on April 4, 2023 and discussed planning for National HIV/AIDS Aging Awareness Day and will be partnering with other organizations to advance the Caucus' agenda outside of the Commission.
- B. **Black/African American Caucus**  
Dawn Mc Clendon reported that the Caucus convened on April 20, 2023, and paid tribute to the late Dr. Jordan. Julie Tolentino (DHSP) shared that the contract with Raniyah Copeland for the Organizational Capacity Needs Assessment is nearing completion. The Caucus has initiated discussions on conducting community listening sessions to address the state of HIV in the Black community. Additionally, the Caucus has confirmed their participation in the 2023 Taste of Soul.
- C. **Consumer Caucus**  
Alasdair Burton reported that the Caucus met on April 13, 2023, and discussed the key points from the Commission meeting, including the unmet needs presentation by DHSP. Ongoing concerns were expressed regarding the lack of provider sensitivity, emphasizing the need for culturally sensitive training. A. Burton shared that he obtained HRSA's Monique Hitch's email address and will compile individual summary reports from Caucus members in response to the HRSA closed listening session. The final draft will be presented to the Caucus before submitting to Ms. Hitch. Additionally, A. Burton

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announced that DHSP will deliver an mpox update presentation at the May 11, 2023 Caucus meeting, urging all consumers to attend.

### **D. Transgender Caucus**

On behalf of Jose Garibay-Rangél, D. Mc Clendon reported that the Caucus met on April 25, 2023 and received a presentation from COH staff, offering a comprehensive overview of the Commission and the Caucus' role. The Caucus also heard from a community member who shared her expertise and experiences in advocating for transgender health. Lastly, it was announced that the next Caucus meeting is scheduled for May 23, 2023, from 10:00 AM to 11:30 AM

### **E. Women's Caucus**

D. McClendon reported that the Women's Caucus met on April 17, 2023 and began planning for its next Virtual Lunch & Learn series which will be a two-part presentation focusing on loss, grief and healing; more details to follow. The next meeting will be July 17, 2023 and the Caucus will revisit their 2019 recommendations along with reviewing the PP&A directives to determine next steps.

### **F. Bylaws Review Taskforce**

The Committee agreed to extend recruitment of participants to April 27<sup>th</sup>. M. Pérez volunteered to participate. Staff will send out a scheduling poll to determine next meeting.

### **G. Mission & Vision Statement Workgroup**

The workgroup will meet to review member feedback and report back at an upcoming meeting.

### **H. Prevention Planning Workgroup (PPW)**

K. Donnelly shared that the workgroup is current reviewing the status neutral framework and discussing whether to integrate back into PP&A.

## **V. NEXT STEPS**

### **13. TASK/ASSIGNMENTS RECAP**

- ➔ Email notification will be provided to members and the community of the change in venue for the May 11, 2023 COH meeting. Meeting will be held at St. Anne's Conference & Events Center.
- ➔ All applicable motions will move forward to the May 11, 2023 COH meeting.
- ➔ The 2023-2024 Legislative Docket (state bills) will be placed on the May 11<sup>th</sup> COH meeting agenda for approval.
- ➔ Staff to poll members who will be attending the International AIDS Society Conference on Science to determine July meeting schedule.

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**14. AGENDA DEVELOPMENT FOR THE NEXT MEETING**

The Executive Committee finalized their agenda for the next meeting.

**VI. ANNOUNCEMENTS**

**15. OPPORTUNITY FOR MEMBERS OF THE PUBLIC AND THE COMMITTEE TO MAKE ANNOUNCEMENTS**

- Staff reminded members who are renewing to submit their applications by June 10, 2023.

**VII. ADJOURNMENT**

**16. ADJOURNMENT FOR THE MEETING OF APRIL 27, 2023**

The meeting was adjourned by B. Gordon in memory of Dr. Wilbert C. Jordan at 3:00 PM.

DRAFT



<b>POLICY/PROCEDURE #08.1104</b>	<b>Commission and Committee Co-Chair Elections and Terms</b>	<b>Page 1 of 8</b>
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**SUBJECT:** The process and scheduling for Commission and Committee Co-Chair elections.

**PURPOSE:** To outline the steps and timing for the Commission's and standing committees' Co-Chair elections.

**BACKGROUND:**

- Federal Ryan White legislation mandates that all Part A jurisdictions establish local HIV planning councils to develop a comprehensive HIV plan, rank priorities and determine allocations, create standards of care, and to carry out a number of other responsibilities. The Los Angeles County Commission on HIV serves as the local Ryan White Part A HIV planning council for the Los Angeles County.
- In accordance with Ryan White rules and Ordinance 3.29 of the Los Angeles County Charter, the Commission on HIV comprises 51 voting members, meets monthly, and fulfills its various responsibilities through an open, transparent meeting process. The meetings comply with appropriate provisions of California's Ralph M. Brown Act, and are run according to Robert's Rules of Order.
- Elected leadership is necessary to represent the planning council, facilitate the meetings, and oversee planning council work, among other responsibilities. The Health Resources and Services Administration (HRSA), the federal agency responsible for administering the Ryan White Program, recommends that planning councils elect Co-Chairs for these functions. The Commission on HIV has adopted HRSA's guidance with two Co-Chairs elected by the membership.
- The Commission on HIV relies on a strong committee structure to discharge its work responsibilities. Consistent with the Commission's By-Laws, the Commission organizational structure comprises five standing committees: Executive, Public Policy (PP), Operations, Priorities, Planning, and Allocations (PP&A), and Standards and Best Practices (SBP). Except for the Executive Committee (where the Commission Co-Chairs serve as the Committee Co-Chairs), the standing committees are led by two Co-Chairs elected by the Committee membership.

## Policy #08.1104: Commission and Committee Co-Chair Elections and Terms

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- The Commission Co-Chairs' duties, responsibilities, rights and expectations are detailed in *Duty Statement, Commission Co-Chair*). The Committee Co-Chairs' duties, responsibilities, rights and expectations are detailed in *Duty Statement, Committee Co-Chair*.

### **POLICY:**

1. The Commission Co-Chairs are elected to two-year terms, and each Co-Chair seat expires in December of alternate years. Except for the Executive Committee, each of the standing committees annually elects two Committee Co-Chairs to one-year terms that expire in February. There are no limits to the number of terms to which a Commission or committee Co-Chair can be re-elected. Co-Chairs elected to fill mid-term vacancies are elected for the remaining duration of the term, until it expires.
2. The Commission Co-Chairs are considered members of all committees, and also serve as Executive Committee Co-Chairs. Committee Co-Chairs cannot serve as Co-Chair to more than one committee at a time.
3. Nominations for the vacant Commission Co-Chair seat are normally opened in August, unless unexpected circumstances arise (meeting cancellations, absence of quorum, etc.) prevent it. Nominations for the Committee Co-Chair seats are usually opened in January, following election of the Commission Co-Chairs and final committee assignments, unless otherwise delayed. Members can nominate themselves or can be nominated by other stakeholders throughout the period in which the nominations are open.
4. Except for immediate vacancies in both Co-Chair seats, nominations must be open at the monthly meeting prior to the Co-Chair elections. Unless delayed or postponed, the Co-Chair elections are held at following month's regular meeting.
5. Commission Co-Chair candidates must have at least a year's service on the Commission. At least one of them must be HIV-positive and at least one of them must be a person of color. Only Commissioners can serve as the Co-Chairs. Only Commissioners serving in their primary committee assignment may serve as Committee Co-Chairs, but at least one of the Committee Co-Chair seats must be filled by a Commissioner. Unaffiliated HIV-positive consumers are highly encouraged to seek leadership roles and run for a Commission or Committee Co-Chair seat whenever possible.
6. Co-Chairs are elected through a sequential voting process until there are only one or two candidates remaining, as need dictates. The Commission/committee must approve the final candidate(s) through a consent vote of approval or through individual roll call votes. All Co-Chairs must be elected by a majority of the voting membership. A Co-Chair candidate's failure to earn a majority vote disqualifies that member as a Co-Chair candidate for that term, closes the election for that meeting, extends the nominations period, and postpones the election to the subsequent meeting.

7. Commission and Committee Co-Chair terms are allowed to be extended to accommodate delayed meeting schedules, lack of suitable candidates, or when the body cannot determine definitive, final Co-Chair candidates. A single Co-Chair may also continue to serve, when needed, until a second Co-Chair candidate is identified and elected.

**PROCEDURE(S):**

1. **Terms of Office:** The Commission Co-Chairs are elected to office for staggered two-year terms. Aside from the Executive Committee, standing committee Co-Chairs are elected for two-year terms.
  - a. Commission Co-Chair terms expire in alternate years to ensure leadership continuity. The Commission Co-Chairs also serve as Co-Chairs of the Executive Committee, and serve in those roles for the duration of their tenure as Commission Co-Chairs.
  - b. The four, remaining standing committees [Public Policy (PP), Operations, Priorities Planning and Allocations (PP&A) and Standards and Best Practices (SBP)] elect their Co-Chairs for one-year terms that expire concurrently.
  - c. Commission Co-Chair terms expire in December of the calendar year, unless the November and/or December monthly Commission meeting(s) are cancelled, quorum is not achieved at the meeting at which the Co-Chair is scheduled to be elected, or by majority vote of the Commission to accommodate an extension of the Co-Chair election process.
  - d. Committee Co-Chair terms expire in February of the calendar year, but may be extended, if needed, until new Co-Chairs are elected to fill the leadership positions.
  - e. In the case of a mid-term vacancy in one of the Commission Co-Chair seats, the Commission Co-Chair is subsequently elected to fill the unfinished term resulting from the vacancy. Likewise, committee Co-Chairs elected to fill mid-term vacancies are elected for the respective unfinished terms.
  - f. Commission Co-Chairs are considered voting members of all Committees and subcommittees, but are not counted towards quorum unless present.
2. **Commission Co-Chair Election Process:** Normally—unless adjusted for unexpected circumstances—the Commission Co-Chair elections proceed according to the following schedule:
  - a. The Co-Chairs are elected by a majority vote of Commissioners or Alternates present at a regularly scheduled Commission meeting **at least four months prior to the start date of their term**, after nominations periods opened at the prior regularly scheduled meeting.
  - b. The term of office begins at the start of the calendar year. When a new Co-Chair is elected, this individual shall be identified as the Co-Chair-Elect and will have four months of mentoring and preparation for the Co-Chair role.
  - c. The Co-Chairs delegate facilitation of the Co-Chair election to the Parliamentarian, Executive Director or other designated staff.

- d. Commission members who have been nominated, meet the qualifications, and who accept their nominations are presented for Commission vote.
- e. The Parliamentarian (or Executive Director/staff) leads Commission voting to elect the new Commission Co-Chair.
- g. Following the new Co-Chair's election, the Commission Co-Chairs and the Executive Director must determine Commission members' final committee assignments by the end of December in order to open committee Co-Chair nominations the following month.

**3. Committee Co-Chair Election Process:** Normally—unless adjusted for unexpected circumstances—the committee Co-Chair elections proceed according to the following schedule:

- a. Aside from the Executive Committee (the Commission Co-Chairs serve as the Executive Committee Co-Chairs), the standing committees open candidate nominations for both Co-Chair seats at their January meetings (following final committee assignments).
- b. Nominations are closed the following month when Committee Co-Chair elections are opened under the Co-Chair reports.
- c. The current Co-Chairs delegate facilitation of the Co-Chair election to the Executive Director or another assigned staff representative.
- d. Committee members who have been nominated, meet the qualifications, and who accept their nominations are presented for Committee vote.
- e. The Executive Director (or other designated staff) leads Committee voting to elect the new Co-Chairs.
- f. The newly elected Co-Chairs begin service at the following committee meeting.

As per Robert's Rules of Order, The Commission Co-Chairs should maintain a position of neutrality and not vote in Committee co-chair elections unless there is a tie vote for a position, then they may (but are not required to) vote to break the tie.

**4. Co-Chair Qualifications/Eligibility:** Only voting Commissioners may serve as Commission Co-Chairs. In order to ensure leadership diversity and representation, eligible Commission Co-Chair candidates must have at least one year of service and experience on the Commission. Among the two Commission Co-Chairs, at least one of the Co-Chairs must be HIV-positive, and at least one of them must be a person of color. Additionally, it is strongly preferred that at least one of the two Co-Chairs is female.

The Commission does not impose eligibility or qualification requirements for Committee Co-Chairs, although it is strongly encouraged that nominees acquire at least one year's experience with the Committee before standing as a Co-Chair candidate.

- a. Any Committee member nominated as a Co-Chair candidate must be serving on that Committee in his/her primary Committee assignment.
- b. Only Commissioners may serve as Co-Chairs.
- b. Alternates, members serving on the committee in secondary Committee assignments, and BOS-appointed non-Commission committee members may not serve as Co-Chairs.

- 5. Co-Chair Nominations:** Outside the rare possibility of immediate vacancies in both Commission Co-Chair seats, all Commission and Committee Co-Chair elections must follow a nominations period opened at the respective body's prior regular meeting. The nominations period is designed to give potential candidates the opportunity to consider standing for election and the responsibility of assuming a leadership position. Candidates may nominate themselves or participants may nominate other members. Any stakeholder may nominate Co-Chair candidates.

Candidates can be nominated in public when the nominations are opened or any time prior to the closure of the nominations—including just prior to when the Co-Chair elections are opened at the subsequent meeting—or by contacting the Executive Director through phone, email and/or in writing at any time during the period in which nominations are open. Nominations are formally closed when the eligible candidates begin making their statements.

All Commission Co-Chair candidates nominated prior to the meeting of the Co-Chair election are given the opportunity to provide a brief (single paragraph, single page) statement about their candidacy. All Co-Chair candidates should be given the opportunity to make a short oral statement about their candidacy prior to the election.

- 6. Co-Chair Election Voting Procedures:** Co-Chairs are elected by a majority vote:
- a. Roll call voting for elections requires each voting member to state the name of the candidate for whom he/she is voting, or to abstain, in each round of votes.
  - b. If there are more than two candidates nominated for Commission Co-Chair, voting will proceed in sequential roll calls until a final candidate earns a majority of votes and is elected by a consent or roll call vote. If no candidates earn a majority of votes in a single round, the candidate earning the least number of votes will be eliminated from the subsequent round of roll call voting. The process continues until there is a majority vote for one candidate, or only one candidate remains and the others have been eliminated. Once the final candidate has been selected, the Commission must approve that candidate for the Co-Chair seat in a consent or roll call vote.

- c. When there is only one Commission Co-Chair candidate, the vote serves as approval or rejection of the nominated candidate.
    - 1) A consent vote may be used to approve the final candidate(s) for the Co-Chair seat(s). A roll call vote is not necessary for a final candidate unless there are objections to the election of the candidate.
  - d. If there are two Commission Co-Chair vacancies to fill, voting adheres to the process outlined above except that the final two candidates are identified as the final Co-Chair candidates. A consent vote may be used to approve both final candidates, but a subsequent roll call vote is necessary to identify which candidate will fill the longer term; the candidate earning more votes fills the seat with the longer term.
    - 1) A roll call vote to approve both candidates to fill the Co-Chair seats is not necessary unless there are objections to the election of one or both of the candidates.
    - 2) When there are objections to the election of one or both of the candidates, each candidate must be approved by a majority through an individual roll call vote.
  - e. If there are three or more candidates nominated for the two Committee Co-Chair seats, the same process described for Commission Co-Chair election voting (Procedure #4a) is followed. If there are only two Committee Co-Chair candidates, the Committee is entitled to unanimously accept the “slate of Co-Chair nominees”; otherwise an individual roll call vote is necessary to approve the election of each candidate to a Co-Chair seat.
  - f. In the case of a tie during the final vote, the body can re-cast its vote to accommodate changes in voting. If the body cannot resolve the tie after a new vote, the current Co-Chair(s) remain in office, voting is closed, nominations remain open until the subsequent meeting, and a new election is resumed at that meeting. The process will repeat monthly until a clear majority vote-earner is identified.
  - g. If a majority of the voting members oppose a final candidate’s/final candidates’ nominations, the current Co-Chair(s) retain their seat until the subsequent meeting, nominations remain open, and a new election is held at the next meeting. The final candidates’ whose nominations were opposed are no longer eligible to fill the seat in the current term. The process will repeat monthly until the body finds majority support for a final candidate(s).
- 7. Co-Chair Election Contingencies:** A number of factors may impede the normal Co-Chair election timelines outlined in Procedures #2, #3 and #6. Following are potential challenges that can result in process delays, and how those challenges should be resolved:
- a. Inadequate Number of Qualified Co-Chair Candidates:** The Co-Chair whose term has expired may continue in the seat with the term extended until a new Co-Chair is elected. If the Co-Chair does not choose to continue, or has resigned, a Commission or Committee Co-Chair may temporarily serve as a single Co-Chair until a second Co-Chair can be identified and elected. Co-Chair nominations will remain open indefinitely until qualified candidate(s) are identified and elected.

- b. Cancelled Meeting(s) or Quorum(s) Not Realized:** Nominations can be opened at a subsequent meeting and/or extended to accommodate the cancelled meeting(s) or absence of quorum(s). If the meeting for which the election is scheduled is cancelled or a quorum is not present, nominations remain open an additional month and the election proceeds the following month.

**NOTED AND  
APPROVED:**



**EFFECTIVE  
DATE:**

September 12, 2019

*Original Approval:*

*Revision(s): 10/19/16; 7/24/17; 9/12/19*



LOS ANGELES COUNTY  
**COMMISSION ON HIV**



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2023 Membership Renewal Slate

Seat Term: July 1, 2023 – June 30, 2025

- Everardo Alvizo | Seat #3
- Felipe Findley | Seat #49
- Paul Nash | Seat #45
- Harold San Agustin | Seat #13
- Joseph Green | Seat # 21
- Justin Valero | Seat #39
- Arlene Frames | Seat #29
- Redeem Robinson | Seat #47
- Kevin Stalter | Seat #23

*Renewal Applications/SOQ on file at Commission office*



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# Karla Castro

Application on file at Commission office



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# Lambert Talley

Application on file at Commission office



# 2023 Training Schedule

- All trainings are open to the public.
- Click on the training topic to register.
- Recordings will be available on our [website](#) for those unable to join live trainings.
- Certifications of Completion will be provided.
- All trainings are virtual.

Topic	Date
<b><u>General Orientation and Commission on HIV Overview</u></b> *	March 29 3:00 - 4:30 PM
<b><u>Priority Setting and Resource Allocation Process &amp; Service Standards Development</u></b> *	April 12 3:00 - 4:30 PM
<b><u>Tips for Making Effective Written and Oral Public Comments</u></b>	May 24 3:00 - 4:00 PM
<b><u>Ryan White Care Act Legislative Overview Membership Structure and Responsibilities</u></b> *	July 19 3:00 - 4:30 PM
<b><u>Public Health 101</u></b>	August 16 3:00 - 4:30 PM
<b><u>Sexual Health and Wellness</u></b>	September 20 3:00 - 5:00 PM
<b><u>Health Literacy and Self-Advocacy</u></b>	October 18 3:00 - 4:30 PM
<b><u>Policy Priorities and Legislative Docket Development Process</u></b> *	November 15 3:00 - 4:30 PM
<b><u>Co-Chair Roles and Responsibilities</u></b>	December 6 4:00 - 5:00 PM

*\*Mandatory core trainings for all commissioners.*



LOS ANGELES COUNTY  
COMMISSION ON HIV



**\*\*UPDATE\*\***

The Women's Caucus Presents:  
*A Virtual Lunch & Learn 2-Part Series*

# Loss, Grief & Healing



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**PART I:**

Workshop on Loss, Grief, and Tools & Strategies on How to Heal Provided  
By Gabrielle Elise Jimenez, Founder & Owner, The Hospice Heart  
Wednesday, June 21, 2023 @ 5-6:30PM (PST)

**PART II:**

Panel Presentation of Women w/ Lived Experience Sharing Stories on  
Overcoming Loss and their Healing Journey  
Wednesday, June 28, 2023 @ 12-1PM (PST)

The  
Details //

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**REGISTER HERE:**

[HTTPS://TINYURL.COM/BDHTU2FJ](https://tinyurl.com/bdhtu2fj)



*Simultaneous Spanish interpretation provided via AblioApp accessible on your smart phone  
Click [HERE](#) for June 21 Instructions \* Click [HERE](#) for June 28 Instructions*