

# together.

WE CAN END HIV IN OUR COMMUNITIES ONCE & FOR ALL



## STANDARDS AND BEST PRACTICES COMMITTEE MEETING

Monday, April 20, 2026  
10:00 am - 12:00 pm (PST)

510 S. Vermont Ave. (Check- in with 9<sup>th</sup> Floor Security Personnel), Los Angeles, CA 90020  
Validated parking: 523 Shatto Place, Los Angeles, CA 90020

Agenda and meeting materials will be posted on our website at  
<https://hiv.lacounty.gov/standards-and-best-practices-committee/>

### REGISTER HERE TO JOIN VIRTUALLY

[https://lacountyboardofsupervisors.webex.com/weblink/register/r16f150cae\\_d6859db00b5f2bbcf53525f](https://lacountyboardofsupervisors.webex.com/weblink/register/r16f150cae_d6859db00b5f2bbcf53525f)

### NOTICE OF TELECONFERENCING SITES

None

### PUBLIC COMMENTS

Public Comment is an opportunity for members of the public to address the Commission on an agenda item or other matter within the Commission's subject matter jurisdiction. Comments may be provided in person or submitted electronically to [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org). Please include your name, the related agenda item, and whether you would like your comment stated during the meeting.

### ACCOMMODATIONS

Requests for a translator, reasonable modification, or accommodation from individuals with disabilities, consistent with the Americans with Disabilities Act, are available free of charge with at least 72 hours' notice before the meeting date by contacting the Commission office at [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org).

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

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

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LOS ANGELES COUNTY  
COMMISSION ON HIV





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COMMISSION ON HIV



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

## AGENDA FOR THE REGULAR MEETING OF THE STANDARDS AND BEST PRACTICES COMMITTEE

**MONDAY, APRIL 20, 2026 | 10:00 AM—12:00 PM**

510 S. Vermont Ave.

14<sup>th</sup> Floor Conference Room, Los Angeles, CA 90020

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

As a building security protocol, **all in-person attendees must check in with security personnel in the 9<sup>th</sup> floor lobby** and wait for a Commission member to escort them to the 14<sup>th</sup> floor. Attendees entering the first-floor lobby must notify security personnel that they are attending a Commission on HIV meeting and take the elevator to the 9<sup>th</sup> floor.

**MEMBERS OF THE PUBLIC MAY JOIN VIRTUALLY BY REGISTERING HERE:**

**[https://lacountyboardofsupervisors.webex.com/weblink/register/r16f150cae\\_d6859db00b5f2bbcf53525f](https://lacountyboardofsupervisors.webex.com/weblink/register/r16f150cae_d6859db00b5f2bbcf53525f)**

**COMMITTEE CO-CHAIRS:** Pending

**AGENDA POSTED:** April 15, 2026

**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. Public Comment is limited to two minutes each and will be made part of the official record. Public Comment may be provided in person during the meeting in accordance with the meeting procedures or may be submitted electronically at [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org).

**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 [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org) or leave a voicemail at 213.738.2816.

*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 la Oficina de la Comisión al (213) 738-2816 (teléfono), o por correo electrónico a [HIVComm@lachiv.org](mailto:HIVComm@lachiv.org), por lo menos 72 horas antes de la junta.*

**SUPPORTING DOCUMENTATION:** Supporting documents are available on the Commission's website <https://hiv.lacounty.gov/meetings>.

1. **ADMINISTRATIVE MATTERS**

A. Call to Order and Roll Call	10:00 AM—10:05 AM
B. Code of Conduct and Meetings Guidelines	10:05 AM—10:10 AM
C. Approval of the Agenda	<b>MOTION #1</b> 10:10 AM—10:12 AM
D. Approval of Prior Meeting Minutes	<b>MOTION #2</b> 10:12 AM—10:15 AM
  
2. **PUBLIC COMMENT**

Opportunity for members of the public to address the Commission on agenda items or other matters within the subject matter jurisdiction of the Commission. For those who wish to provide public comment may do so in person or by emailing [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org).
  
3. **COMMITTEE NEW BUSINESS ITEMS** 10:15 AM—10:20 AM

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 situation, or where the need to take action arose subsequent to the posting of the agenda.
  
4. **REPORTS**

A. Commission on HIV (COH) Staff Report	10:20 AM—10:25 AM
i. Welcome and Introductions	
B. Co-Chair Report	10:25 AM—10:30 AM
i. Co-Chair Nominations	
C. Division of HIV and STD Programs (DHSP)	10:30 AM—10:35 AM
i. Welcome and Introductions	
C. California Department of Public Health, Office of AIDS (OA)	10:35 AM—10:55 AM
i. 2027-2031 Integrated HIV Plan Feedback	
  
5. **COMMITTEE ORIENTATION** 10:55 AM—11:40 PM

*Overview of the role and responsibilities of the Standards and Best Practices (SBP) Committee.*
  
6. **DISCUSSION** 11:40 AM—11:50 AM

A. 2026 SBP Workplan and Meeting Calendar	
<b>MOTION #3 – Approve the Standards and Best Practices Committee 2026 workplan as presented or revised.</b>	
B. Committee Co-Chair Open Nominations and Elections	
<b>MOTION #4—Approve the committee co-chair(s) as elected.</b>	
  
7. **NEXT STEPS** 11:50 AM—11:55 AM

A. Task/Assignment Recap	
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B. Agenda Development for the Next Meeting

8. **ANNOUNCEMENTS**

11:55 AM—12:00 PM

Opportunity for members of the public and Commission members to announce community events, workshops, trainings, and other related activities. Announcements will follow the same protocols as Public Comment.

9. **ADJOURNMENT**

12:00PM

<b>PROPOSED MOTION(S)/ACTIONS(S)</b>	
<b>MOTION #1</b>	Approve the agenda order, as presented or revised.
<b>MOTION #2</b>	Approved the prior Committee meeting minutes, as presented or revised.
<b>MOTION #3</b>	Approve the Standards and Best Practices Committee 2026 workplan, as presented or revised.
<b>MOTION #4</b>	Approve the Committee Co-Chair(s) as elected.

<b>STANDARDS AND BEST PRACTICES COMMITTEE MEMBERSHIP</b>		
Gerardo	Almazan	Committee-Only Member
Oscar	Arellano	Committee-Only Member
Robert	Bolan, MD	Community-Based & AIDS Service Orgs (CBO/ASO)
Mikhaela	Cielo, MD	Ryan White Part D / CYF Providers
Anthony	Corona	Committee-Only Member
Johnny	Cross	Committee-Only Member
Caitlin	Dolan	Committee-Only Member
Arlene	Frames	Committee-Only Member
Lauren	Gersh	Committee-Only Member
Joseph	Green	Committee-Only Member
LeiLani	Johnson	Committee-Only Member
Robert	Lara	Committee-Only Member
Eric	Mattern	Substance Use Providers
Byron	Patel, RN, ACRN	Health Care Providers (FQHCs)
Emmanuel	Sanchez-Ramos, DrPH, MPH	Affected & Disproportionately Impacted Communities
Draya	Santiago	Committee-Only Member
Harold	Sarmiento	Committee-Only Member
Montana	Volby	Unaffiliated Representative - SPA 1
<b>QUORUM: 10</b>		



## HYBRID MEETING GUIDELINES, ETIQUETTE & REMINDERS

(Updated 7.15.24)

- This meeting is a **Brown-Act meeting** and is being recorded.
  - 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). *Please indicate your name, the corresponding agenda item, and whether you would like to state your public comment during the meeting; if so, staff will call upon you appropriately. Public comments are limited to two minutes per agenda item. All public comments will be made part of the official record.*
  
- 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 for the entire duration of the meeting 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.

*If you experience challenges in logging into the virtual meeting, please refer to the WebEx tutorial [HERE](#) or contact Commission staff at [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org).*



## CODE OF CONDUCT

**APPROVED BY OPERATIONS COMMITTEE ON 05/25/23; COH 06/08/23**

Approved (11/12/1998); Revised (2/10/2005; 9/6/2005); Revised (4/11/19; 3/3/22, 3/23/23; 5/30/23)

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.)



## COMMISSION MEMBER "CONFLICTS-OF-INTEREST"

Updated 4/16/26

In accordance with the Ryan White Program (RWP), conflict of interest is defined as any financial interest in, board membership, current or past employment, or contractual agreement with an organization, partnership, or any other entity, whether public or private, that receives funds from the Ryan White Part A program. These provisions also extend to direct ascendants and descendants, siblings, spouses, and domestic partners of Commission members and non-Commission Committee-only members. Based on the RWP legislation, HRSA guidance, and Commission policy, it is mandatory for Commission members to state all conflicts of interest regarding their RWP Part A/B and/or CDC HIV prevention-funded service contracts prior to discussions involving priority-setting, allocation, and other fiscal matters related to the local HIV continuum. Furthermore, Commission members must recuse themselves from voting on any specific RWP Part A service category(ies) for which their organization hold contracts. **\*An asterisk next to member's name denotes affiliation with a County subcontracted agency listed on the addendum.**

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
ALMANZAN	Gerardo	No affiliation	No Ryan White or prevention contracts
ALVAREZ	Miguel	No Affiliation	No Ryan White or prevention contracts
VAZQUEZ ALVAREZ	Leo	LACADA	No Ryan White or prevention contracts
ARRELANO	Oscar	Homeless Outreach Program Integrated Care System (HOPICS)	No Ryan White or prevention contracts
ARRINGTON	Jayda	Unaffiliated representative	No Ryan White or prevention contracts
BALLESTEROS	AI	JWCH, INC.	Benefits Specialty
			Core HIV Medical Services - AOM; MCC & PSS
			Mental Health
			Oral Health
			STD Testing and STD Screening, Diagnosis & Treatment Services (STD-SDTS)
			HTS - Storefront
			HTS - Syphilis, DX Link TX - CSV
			Biomedical HIV Prevention
			Data to Care Services
			Medical Transportation Services
BARRAJAS	Jeronimo	Unaffiliated Member	No Ryan White or prevention contracts
BIENEMAN	Stevie	AIDS Healthcare Foundation	Benefits Specialty
			Core HIV Medical Services - AOM; MCC & PSS
			Mental Health
			Oral Health
			Medical Transportation Services
			HIV & STD LB
			STD Testing and STD Screening, Diagnosis & Treatment Services (STD-SDTS)
			HTS - Storefront
Sexual Health Express Clinics (SHEX-C)			
BLEA	Leroy	California Department of Public Health, Office of AIDS	Part B Grantee

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
<b>BOLAN</b>	<b>Robert</b>	LA LGBT Center	Core HIV Medical Services - AOM; MCC & PSS
			Vulnerable Populations (YMSM)
			Vulnerable Populations (Trans)
			STD Testing and STD Screening, Diagnosis & Treatment Services (STD-SDTS)
			HTS - Storefront
			HTS - Social and Sexual Networks
			Biomedical HIV Prevention Services
			Medical Transportation Services
<b>BROWN</b>	<b>Jasmine</b>	Oasis Clinic (Charles R. Drew University/Drew CARES)	Core HIV Medical Services - PSS
			HTS - Storefront
			HTS - Social and Sexual Networks
<b>CIELO</b>	<b>Mikhaela</b>	Los Angeles General Hospital	No Ryan White or prevention contracts
<b>CONTRERAS</b>	<b>Robert</b>	Bienestar	Nutrition Support (Food Bank/Pantry Service)
			Vulnerable Populations (Trans)
			High Impact Prevention
			HTS - Storefront
			HTS - Social and Sexual Networks
			STD-SDTS
			Medical Transportation Services
			HIV Testing and Viral Hepatitis Services
<b>COPELAND</b>	<b>Raniyah</b>	Equity Impact Solutions	No Ryan White or prevention contracts
<b>CORONA</b>	<b>Anthony</b>	Watt's Healthcare	Core HIV Medical Services - MCC & PSS
			Biomedical HIV Prevention Services
			Oral Health
			STD Testing and STD Screening, Diagnosis & Treatment Services (STD-SDTS)
			Medical Transportation Services

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
CORONA	Ceasar	Tarzana Treatment Center	Benefit Specialty
			Core HIV Medical Services - AOM; MCC & PSS
			Intensive Care Management
			Substance Use Transitional Hsg
			STD Testing and STD Screening, Diagnosis & Treatment Services (STD-SDTS)
			HTS - Storefront
			HERR
			Biomedical HIV Prevention Services
			Medical Transportation Services
			HIV Testing and Viral Hepatitis Services
CROSS	Johnny	Men's Health Foundation	Core HIV Medical Services - AOM; MCC & PSS
			Biomedical HIV Prevention Services
			Vulnerable Population (YMSM)
			Sexual Health Express Clinics (SHEx-C)
			Data to Care Services
			Medical Transportation Services
DAVIES	Erika	City of Pasadena	No Ryan White or prevention contracts
DOLAN	Caitlyn	Men's Health Foundation	Core HIV Medical Services - AOM; MCC & PSS
			Biomedical HIV Prevention Services
			Vulnerable Populations (YMSM)
			Sexual Health Express Clinics (SHEx-C)
			Data to Care Services
			Medical Transportation Services
ALE-FERLITO	Dahlia	City of Los Angeles AIDS Coordinator	No Ryan White or prevention contracts
FRAMES	Arlene	Unaffiliated representative	No Ryan White or prevention contracts
GAMBOA	Robert	LA LGBT Center	Core HIV Medical Services - AOM; MCC & PSS
			Vulnerable Populations (YMSM)
			Vulnerable Populations (Trans)
			STD Testing and STD Screening, Diagnosis & Treatment Services (STD-SDTS)
			HTS - Storefront
			HTS - Social and Sexual Networks
			Biomedical HIV Prevention Services
			Medical Transportation Services

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
GERSH	Lauren	APLA Health & Wellness	Benefit Specialty
			Core HIV Medical Services - AOM; MCC & PSS
			Intensive Case Management Services
			Nutrition Support (Food Bank/Pantry Service)
			Oral Health
			STD-Ex.C
			High Impact Prevention
			Biomedical HIV Prevention Services
			Medical Transportation Services
			Data to Care Services
			Residential Facility For the Chronically III (RCFCI)
GONZALEZ	Felipe	Unaffiliated representative	No Ryan White or Prevention Contracts
GREEN	Joseph	Unaffiliated representative	No Ryan White or prevention contracts
GRIFFEN	TJ	Men's Health Foundation	Core HIV Medical Services - AOM; MCC & PSS
			Biomedical HIV Prevention Services
			Vulnerable Populations (YMSM)
			Sexual Health Express Clinics (SHEX-C)
			Data to Care Services
GUTIERREZ	Joaquin	Unaffiliated representative	Medical Transportation Services
			No Ryan White or prevention contracts
HARRIS	Darryn	St. John's Well Child and Family Center (SJW)	Core HIV Medical Services - AOM; MCC & PSS
			Oral Health
			HTS - Social and Sexual Networks
			Mental Health
			Biomedical HIV Prevention Services
			Medical Transportation Services
HUNT	Angela	Unaffiliated Member	No Ryan White or prevention contracts
HERRERA	Ismael "Ish"	Unaffiliated representative	No Ryan White or prevention contracts
JOHNSON	LeiLani	Unaffiliated Member	No Ryan White or prevention contracts
JOHNSON	Stephanie	Men's Health Foundation	Core HIV Medical Services - AOM; MCC & PSS
			Biomedical HIV Prevention Services
			Vulnerable Populations (YMSM)
			Sexual Health Express Clinics (SHEX-C)
			Data to Care Services
			Medical Transportation Services

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
LARA	Roberto	AMAAD	No Ryan White or prevention contracts
LESTER	Rob	Men's Health Foundation	Core HIV Medical Services - AOM; MCC & PSS
			Biomedical HIV Prevention Services
			Vulnerable Populations (YMSM)
			Sexual Health Express Clinics (SHEX-C)
			Data to Care Services
			Medical Transportation Services
LOCKLEAR	Preston	LA LGBT Center	Core HIV Medical Services - AOM; MCC & PSS
			Vulnerable Populations (YMSM)
			Vulnerable Populations (Trans)
			STD Testing and STD Screening, Diagnosis & Treatment Services (STD-SDTS)
			HTS - Storefront
			HTS - Social and Sexual Networks
			Biomedical HIV Prevention Services
Medical Transportation Services			
MARTINEZ	Miguel	No affiliation	No Ryan White or prevention contracts
MATTERN	Eric	Tarzana Treatment Center	Benefit Specialty
			Core HIV Medical Services - AOM; MCC & PSS
			Intensive Care Management
			Substance Use Transitional Hsg
			STD Testing and STD Screening, Diagnosis & Treatment Services (STD-SDTS)
			HTS - Storefront
			HERR
			Biomedical HIV Prevention Services
			Medical Transportation Services
			HIV Testing and Viral Hepatitis Services

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
MCKINLEY	Kiante	LA LGBT Center	Core HIV Medical Services - AOM; MCC & PSS
			Vulnerable Populations (YMSM)
			Vulnerable Populations (Trans)
			STD Testing and STD Screening, Diagnosis & Treatment Services (STD-SDTS)
			HTS - Storefront
			HTS - Social and Sexual Networks
			Biomedical HIV Prevention Services
			Medical Transportation Services
MENDOZA	Vilma	Unaffiliated representative	No Ryan White or prevention contracts
MILLER	Jack	Unaffiliated Member	No Ryan White or prevention contracts
MILLER	Paul	St. John's Well Child and Family Center (SJW)	Core HIV Medical Services - AOM; MCC & PSS
			Oral Health
			HTS - Social and Sexual Networks
			Mental Health
			Biomedical HIV Prevention Services
			Medical Transportation Services
MORRISON	Donta	UCLA CARE	No Ryan White or prevention contracts
MULLEN	Sadie	No affiliation	No Ryan White or prevention contracts
MURILLO	Ismael	Unaffiliated Member	No Ryan White or prevention contracts
NASH	Paul	University of Southern California	No Ryan White or prevention contracts
NGUYEN	Kevin	Saban Community Clinic	No Ryan White or prevention contracts

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
NELSON	Katja	APLA Health & Wellness	Benefits Specialty
			Core HIV Medical Services - AOM; MCC & PSS
			Intensive Case Management Services
			Nutrition Support (Food Bank/Pantry Service)
			Oral Health
			STD-Ex.C
			HERR
			Biomedical HIV Prevention Services
			Medical Transportation Services
			Data to Care Services
			Residential Facility For the Chronically Ill (RCFCI)
NWIZU	Ujuonu	Public Health Alliance	No Ryan White or prevention contracts
CERDA OROZCO	David	No affiliation	No Ryan White or prevention contracts
PACHECO	Elizabeth	Tarzana Treatment Center	Benefit Specialty
			Core HIV Medical Services - AOM; MCC & PSS
			Intensive Case Management Services
			Substance Use Transitional Hsg
			STD Testing and STD Screening, Diagnosis & Treatment Services (STD-SDTS)
			HTS - Storefront
			HERR
			Biomedical HIV Prevention Services
			Medical Transportation Services
			HIV Testing and Viral Hepatitis Services
PATEL	Byron	Los Angeles LGBT Center	Core HIV Medical Services - AOM; MCC & PSS
			Vulnerable Populations (YMSM)
			Vulnerable Populations (Trans)
			STD Testing and STD Screening, Diagnosis & Treatment Services (STD-SDTS)
			HTS - Storefront
			HTS - Social and Sexual Networks
			Biomedical HIV Prevention Services
			Medical Transportation Services
PERÉZ	Mario	Los Angeles County, Department of Public Health, Division of HIV and STD Programs	Ryan White/CDC Grantee
PLEASANTS	Shawn	Unaffiliated Member	No Ryan White or prevention contracts
ROJAS	Daniel	LAC Consumer & Business Affairs	No Ryan White or prevention contracts

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
SALAMANCA	Ismael	City of Long Beach	Benefits Specialty
			Core HIV Medical Services - AOM; MCC & PSS
			Biomedical HIV Prevention Services
			HTS - Social and Sexual Networks
			Medical Transportation Services
SANCHEZ-RAMOS	Emmanuel	APLA Health	Benefit Specialty
			Core HIV Medical Services - AOM; MCC & PSS
			Intensive Case Management Services
			Nutrition Support (Food Bank/Pantry Service)
			Oral Health
			STD - ExC
			High Impact Prevention
			Biomedical HIV Prevention Services
			Medical Transportation Services
			Data to Care Services
			Residential Facility For the Chronically Ill (RCFCI)
SAN AGUSTIN	Glen	JWCH, INC.	Benefits Specialty
			Core HIV Medical Services - AOM; MCC & PSS
			Mental Health
			Oral Health
			STD Testing and STD Screening, Diagnosis & Treatment Services (STD-SDTS)
			HTS - Storefront
			HTS - Syphilis, DX Link TX - CSV
			Biomedical HIV Prevention Services
			Data to Care Services
Medical Transportation Services			
SANTIAGO	Draya	Unaffiliated Member	No Ryan White or prevention contracts
SARMIENTO	Harold	The Wound Saviors	No Ryan White or prevention contracts
SKELTON	Maria	No affiliation	No Ryan White or prevention contracts
SPENCER	LaShonda	Oasis Clinic (Charles R. Drew University/Drew CARES)	Core HIV Medical Services - PSS
			HTS - Storefront
			HTS - Social and Sexual Networks
TATE	Stephen	Unaffiliated Member	No Ryan White or prevention contracts
WEBB	Christopher	REACH LA	HTS - Social and Sexual Networks

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
WEEDMAN	Jonathan	ViaCare Community Health	Biomedical HIV Prevention
			Core HIV Medical Services - AOM & MCC
VALENZUELA	David	LAC Department of Public Health	No Ryan White or prevention contracts
VOLBY	Montana	Unaffiliated Member	No Ryan White or prevention contracts



# COMMISSION & COMMITTEE CO-CHAIRS DUTY STATEMENT

Revised 4/14/26

Co-Chairs provide leadership, direction, and support for the work of the Los Angeles County Commission on HIV and its standing committees. Co-Chairs facilitate meetings, guide planning efforts, support collaboration, and ensure work is carried out effectively and in alignment with the Commission's mission.

## 1. Leadership and Oversight

Co-Chairs are responsible for providing leadership and guidance to the Commission or assigned committee.

- Facilitate and guide Commission or committee work
- Support planning, coordination, and execution of priorities
- Work collaboratively with members and staff
- Ensure continuity of work between meetings
- Support consensus-building and decision-making
- Commission Co-Chairs: Serve as Co-Chairs of the Executive Committee and provide overall leadership

## 2. Meeting Facilitation

Co-Chairs serve as facilitators and help ensure meetings are effective, organized, and inclusive.

- Preside over meetings in a fair and organized manner
- Ensure adherence to Brown Act, Robert's Rules, and policies
- Guide discussion and ensure all voices are heard
- Maintain meeting flow and manage conflict respectfully

## 3. Representation and Communication

Co-Chairs help represent the Commission and support clear communication.

Commission Co-Chairs:

- Serve as spokespersons in coordination with staff
- Represent Commission decisions
- Represent Commission on CDPH Office of AIDS Community Planning Group
- Attend conferences such as the National Ryan White Conference as appropriate



All Co-Chairs:

- Support communication between committees and Commission
- Ensure alignment across bodies

#### 4. Collaboration with Staff

Co-Chairs work in partnership with Commission staff to support effective operations.

- Coordinate on agendas and materials
- Participate in preparation meetings
- Support implementation of actions

#### 5. Commitment and Participation

Co-Chairs are expected to demonstrate a high level of commitment and engagement.

- Attend Commission, committee, and relevant meetings
- Devote time beyond meetings for leadership duties
- Maintain good standing

#### 6. Leadership Conduct and Accountability

Co-Chairs are expected to model leadership and accountability.

- Act in best interest of Commission and community
- Set aside personal interests
- Maintain neutrality when facilitating
- Foster inclusive and respectful environment

#### 7. Knowledge and Skill Development

Co-Chairs are expected to maintain and build knowledge relevant to their role.

- Understand Commission roles and planning processes
- Understand HIV systems and impacted communities
- Understand Ryan White Program and policies

#### 8. Leadership Readiness and Growth

Co-Chairs are expected to engage in ongoing development and growth.

- Reflect on leadership capacity
- Seek training and mentorship
- Support development of others



## 9. Equity, Reflectiveness, and Inclusion

Co-Chairs are expected to uphold the Commission's commitment to equity.

- Promote reflectiveness and inclusion
- Encourage diverse perspectives
- Lead with cultural humility

### COMMITMENT TO THE ROLE

Co-Chairs must be willing and able to:

- Dedicate time and effort
- Work collaboratively
- Lead with integrity

### TERM OF SERVICE

- Commission Co-Chairs: 2-year staggered terms
- Committee Co-Chairs: 2-year staggered term



## Policy #08.1104

# Co-Chair Elections & Terms

Revised 4/14/26

### Purpose

This policy outlines the process, eligibility, and structure for electing Commission and Committee Co-Chairs. Co-Chairs provide leadership, support effective meeting facilitation, and help guide the Commission's planning and community engagement work.

For more detail on roles and responsibilities, please refer to the Commission & Committee Co-Chairs Duty Statement.

### Definitions

#### **Good Standing**

A member who meets attendance requirements, follows the Code of Conduct, and actively participates in Commission or committee work.

#### **Reflectiveness**

Leadership that reflects the demographics and lived experiences of communities most impacted by HIV.

#### **Committee-Only Member**

An individual approved by the Commission to serve on a committee but not appointed as a full Commission member.

### Structure

1. The Commission elects two (2) Co-Chairs.
2. Each standing committee elects two (2) Co-Chairs.
3. The Commission Co-Chairs also serve as Co-Chairs of the Executive Committee.

### Terms of Office

1. Commission Co-Chairs serve staggered two-year terms.
2. Committee Co-Chairs also serve staggered two-year terms aligned with Commission leadership.
3. Terms may be extended due to lack of quorum, insufficient candidates, or delayed elections.



## Eligibility

### **Commission Co-Chairs:**

1. Must be a full Commission member
2. Must be in good standing
3. At least one must be a person with lived experience (PWH)
4. At least one must be a person of color
5. Strong consideration must be given to representation of women, including those who identify as female, in support of gender diversity in leadership

### **Committee Co-Chairs:**

1. At least one Co-Chair must be a full Commission member
2. Second Co-Chair may be a full member or committee-only member
3. Strong consideration must be given to members with lived experience (PWH)
4. Strong consideration must be given to representation of women, including those who identify as female, in support of gender diversity in leadership.
5. Must be assigned to the committee
6. Must be in good standing
7. Must be actively engaged in committee work

## Nominations

- Nominations open at a regular meeting prior to election
- Nominations remain open until the election takes place
- Members may nominate themselves or others
- Nominations may be submitted during meetings or through staff
- All nominees must provide a brief written or verbal statement prior to election

## Election Process

- Co-Chairs are elected by majority vote
- Voting occurs in rounds if multiple candidates are present
- Lowest vote-getter is removed each round until a majority is reached
- If no majority is reached, nominations remain open
- If no candidates, current Co-Chairs may continue



## Roles & Responsibility

- Facilitate meetings
- Represent the Commission or committee
- Provide leadership and oversight
- Support planning and coordination
- Commission Co-Chairs lead the Executive Committee

## Leadership Readiness & Capacity

The Commission is committed to supporting members in stepping into leadership roles with clarity, confidence, and support.

To support this, members considering a Co-Chair role are encouraged to reflect on their readiness and capacity across the following areas:

- ✓ Understanding of Co-Chair duties and expectations
- ✓ Knowledge of the Commission's role, responsibilities, and key partners
- ✓ Vision for leadership and contributions to the Commission's work
- ✓ Ability to consistently attend and actively participate in meetings
- ✓ Time availability to meet leadership responsibilities, including meetings outside of regular Commission and committee meetings
- ✓ Communication and facilitation skills, including comfort with public speaking
- ✓ Ability to navigate and support conflict resolution in a constructive manner
- ✓ Ability to work collaboratively and support consensus-building
- ✓ Access to necessary technology (e.g., phone, computer, internet)
- ✓ Basic technical skills (e.g., email, virtual meetings, document review)
- ✓ Commitment to equity, inclusion, and reflectiveness
- ✓ Willingness to grow through training, mentorship, and ongoing development

This reflection is not used to determine eligibility, but rather to support members in assessing their readiness and identifying areas for growth. Commission staff are available to support members in preparing for leadership roles.

**Disclosure:** This policy was updated by the Interim Executive Director to align with the revised Bylaws and the Commission's new structure, while maintaining the core elements of the prior policy. The revisions were made to ensure consistency with the revised Bylaws and applicable HRSA, County, and Commission requirements. Under normal circumstances, a policy such as this would be routed through the Commission approval process. However, given the transition to a new membership and the need to finalize this policy in a timely manner, these updates were made to support immediate implementation.

APPROVED BY: *Dawn P. McClendon*

Dawn P. Mc Clendon, Interim Executive Director

DATED: 4/14/26



## Co-Chair Elections & Terms FAQ

*A quick guide to Policy #08.1104, to help you understand the role, expectations,  
& nomination process.*

### Who can run for Co-Chair?

#### Commission Co-Chair

- Must be a full Commission member
- Must be in good standing
- At least one Co-Chair must be a person with lived experience (PWH)
- At least one Co-Chair must be a person of color
- Strong consideration must be given to representation of women, including those who identify as female

#### Committee Co-Chair

- At least one Co-Chair must be a full Commission member
- Second Co-Chair may be a full member or committee-only member
- Must be assigned to the committee
- Must be in good standing
- Must be actively engaged in committee work
- Strong consideration must be given to members with lived experience (PWH)  
Strong consideration must be given to representation of women, including those who identify as female

### What does “good standing” mean?

- Attending meetings consistently
- Participating in your assigned committee
- Following the Code of Conduct and Commission expectations

### How do nominations work?

- Nominations open at a meeting prior to the election
- Nominations remain open until the election takes place
- Members may nominate themselves or others
- Nominations may be submitted during meetings or through staff

### Do nominees need to provide a statement?

Yes. All nominees must provide a brief written or verbal statement prior to election.

### Do I need to be present to be nominated?

No. You can be nominated even if you are not present, as long as your nomination is submitted before nominations close.

### How are Co-Chairs elected?

- Co-Chairs are elected by majority vote
- Voting occurs in rounds if multiple candidates are present
- The lowest vote-getter is removed each round until a majority is reached
- If no majority is reached, nominations remain open and elections continue

### How long is the term?

- Commission Co-Chairs: 2 years (staggered)
- Committee Co-Chairs: 2 years (staggered)

### What does the role involve?

- Facilitating meetings
- Representing the Commission or committee
- Providing leadership and oversight
- Supporting planning and coordination
- Commission Co-Chairs lead the Executive Committee

### What is the time commitment?

The Co-Chair role requires additional time beyond regular meetings, including preparation, coordination, and leadership responsibilities.

### How do I know if I'm ready?

- Understanding of Co-Chair duties and expectations
- Knowledge of the Commission's role and responsibilities
- Ability to attend and actively participate in meetings
- Time availability for leadership responsibilities
- Communication and facilitation skills
- Ability to work collaboratively



- Access to necessary technology
- Willingness to grow through training and mentorship

This reflection is not used to determine eligibility.

#### What if I'm interested but not sure?

Commission staff are available to support members in preparing for leadership roles.

#### When do nominations close?

Nominations close when the election takes place at the meeting.

#### Who can I contact with questions?

Please contact Commission staff for support, questions, or help with the nomination process.



# Standards and Best Practices Committee

## Committee Orientation

Monday April 20, 2026

# Learning Objectives

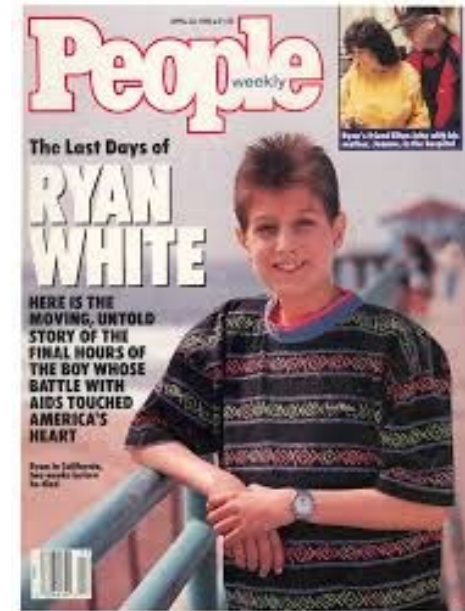
- Learn about the Ryan White Program
- Learn about the purpose of the Commission on HIV its Bylaws and structure
- Learn about the Standards & Best Practices Committee's responsibilities, core activities, attendance requirements, and meeting frequency
- Learn about the responsibilities of Commission support staff



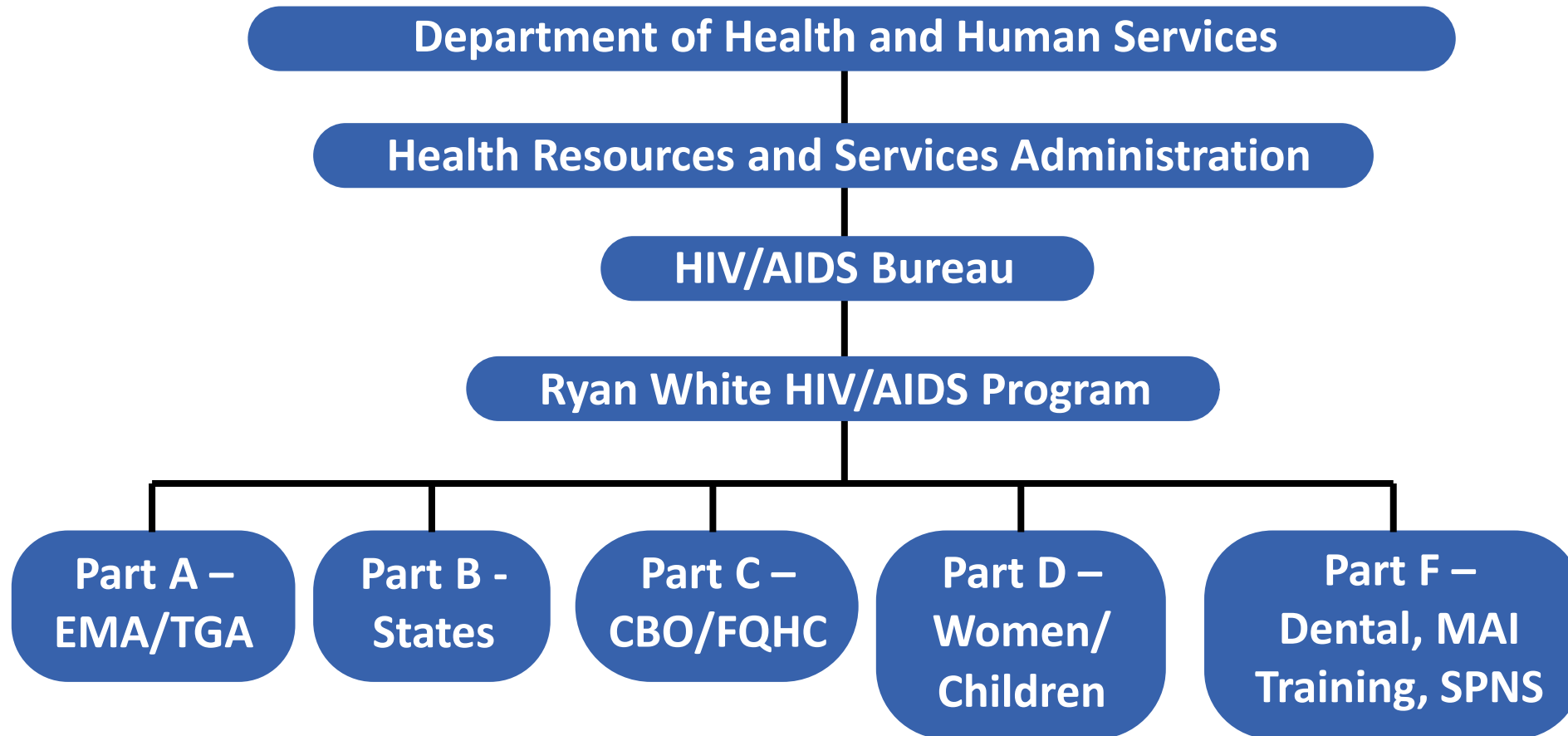
# Ryan White Program Overview

# Ryan White CARE Act Overview

- First enacted on August 18, 1990, the **Ryan White Comprehensive AIDS Resources Emergency (CARE) Act** created the largest federally funded program in the U.S. dedicated to supporting people with HIV, called the **Ryan White HIV/AIDS Program (RWHAP)**
- Named after Ryan White, an Indiana teenager who became a national advocate for AIDS research and awareness after contracting HIV through a contaminated blood transfusion



# Ryan White HIV/AIDS Program



## Key Acronyms

**HRSA:** Health Resources and Services Administration

**RWHAP:** Ryan White HIV/AIDS Program



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# Why is RWHAP Important?

- Focus on reaching underserved communities and individuals who may not have access to healthcare services
- Provides **comprehensive HIV/AIDS medical care, treatment, and support services** in the U.S. for approximately 500,000 people annually
- Focus on **community planning** for HIV care and treatment services
- **Payor of Last Resort** - Provides funding when no other resources are available

## 2024 RWHAP Annual Report Data



Served 601,853 clients  
*More than 50% of people with diagnosed HIV in the U.S.*



More than 91% of clients receiving RWHAP medical care were virally suppressed

*Viral suppression affords optimal health outcomes – significant public health benefit*



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# Planning Council (Commission on HIV) Overview



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In 2013, the Commission on HIV became an integrated HIV/AIDS and STD prevention and care planning council

# Who We Are

- The Los Angeles County Commission on HIV (COH) is the federally required **RWHAP Part A Planning Council** for the Los Angeles EMA
- Responsible for the planning, allocation, coordination, and delivery of HIV/AIDS and STD services in Los Angeles County
- COH is comprised of volunteers appointed by the LA County Board of Supervisors
  - Membership reflects the diversity of LA County and includes people with HIV, providers, public health professionals, and community representatives
  - At least **33% of members must be unaffiliated people with HIV** who receive RWHAP Part A services



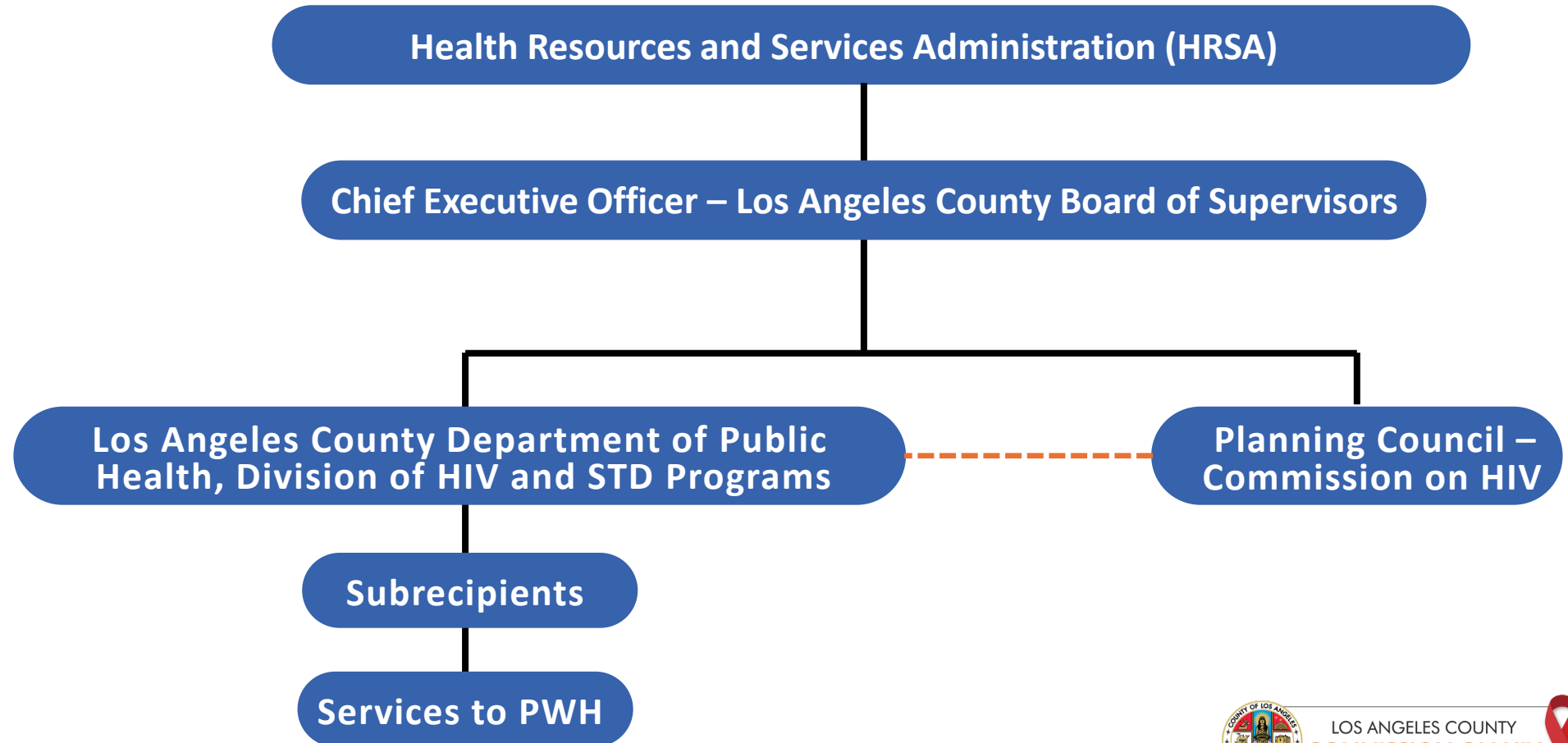
# Authority and Governance

COH is housed as an independent commission within the Executive Office of the **LA County Board of Supervisors**

Established by LA County Ordinance 3.29 & is governed by Bylaws

**Ordinance:** Commission creation & legal foundation

**Bylaws:** outlines internal structure, operations, and procedures



# What We Do

Federally  
mandated role  
is to carry out  
the Ryan White  
HIV/AIDS  
*Program Part A  
planning  
council  
responsibilities*

- Responsible for countywide **planning**, community engagement, and aligning HIV prevention and care priorities
- Funded solely through RWHAP which has a limited scope with respect to direct HIV prevention activities
  - COH's prevention-related role is tied to the development and support of the Integrated HIV Plan
- Carries out responsibilities in coordination with:
  - **Ryan White Part A Recipient** - Division of HIV & STD Programs withing the LAC Department of Public Health
  - Structured input from providers, consumers and community stakeholders



# Roles and Responsibilities

ROLE/DUTY	RESPONSIBILITY		
	CEO	Recipient - DHSP	Planning Council - COH
Establish Planning Council	✓		
Appoint Planning Council members	✓		
Needs Assessment		✓	✓
Integrated Planning		✓	✓
Priority Setting			✓
Resource Allocation			✓
Directives			✓
Procurement of Services		✓	
Contract Monitoring		✓	
Service Standard Development			✓
Clinical Quality Management		✓	<i>Contributes</i>
Assessment of the Efficiency of the Administrative Mechanism			✓
Planning Council Operations and Support		✓	✓

# Membership Structure

Members are nominated through an **open nominations process** and appointed by the LA County Board of Supervisors (BOS)

- **32 full-member seats**, including three designated non-voting seats:
  - RWHAP Part A Recipient representative (DHSP)
  - Part B representative
  - Medicaid/Medi-Cal agency representative
- Structure includes Commissioners, Alternates, and Committee-only members:
  - **Commissioner**: Voting member appointed by BOS
  - **Alternate**: Assigned to a commissioner and step in when the commissioner is not available. Does not vote unless assigned commissioner is absent
  - **Committee-only Member**: Voting member on one of the Commission's standing committees. Does not require BOS appointment



# Member Requirements

Commissioners  
(aka full  
members) may  
have additional  
requirements

All members must complete and/or abide by the following:

- **Duty Statement**
- **Commission Code of Conduct** - All Commission members, vendors and contractors, and members of the public are expected to adhere to the code of conduct at Commission and sponsored meetings and events
- Active participation on your committee
- Participation in the annual **priority setting and resource allocation** (PSRA) process
- Participation in **all trainings related to PP&A duties**
- **Volunteer** for COH-sponsored activities/events



Committee members should know their conflicts and self-monitor

# Conflict of Interest

**Conflict of Interest (COI)** - All members must sign conflict of interest disclosure form every year

- Must be updated if affiliations change
- Must declare conflict of interest before discussions begin
- **Do not vote on matters where there is a conflict of interest** (includes priority setting and resource allocation)

In decision making about priorities and allocations, members with a conflict of interest can answer questions but **cannot initiate discussions about service categories where they have a conflict of interest**



# Stipends & Reimbursement

## Unaffiliated member:

Person with HIV who is not employed by, serving on the board of, or volunteering with a RWHAP-funded agency

Stipends are not wages, salary, or compensation

Stipends are intended to help offset costs of participation for people with HIV who engage in the work of the Commission

Stipends are available **only to unaffiliated members** who:

- Access RWHAP services
- Are **not employed** by, serving on board of, or volunteering with any **DHSP RWHAP-funded agency**
- Are in active standing under the Commissioner Duty Statement

Unaffiliated consumers may also request **reimbursement** for:

- Transportation to/from meetings (mileage, public transportation, and/or rideshare)
- Childcare
- Meals associated with attending a meeting



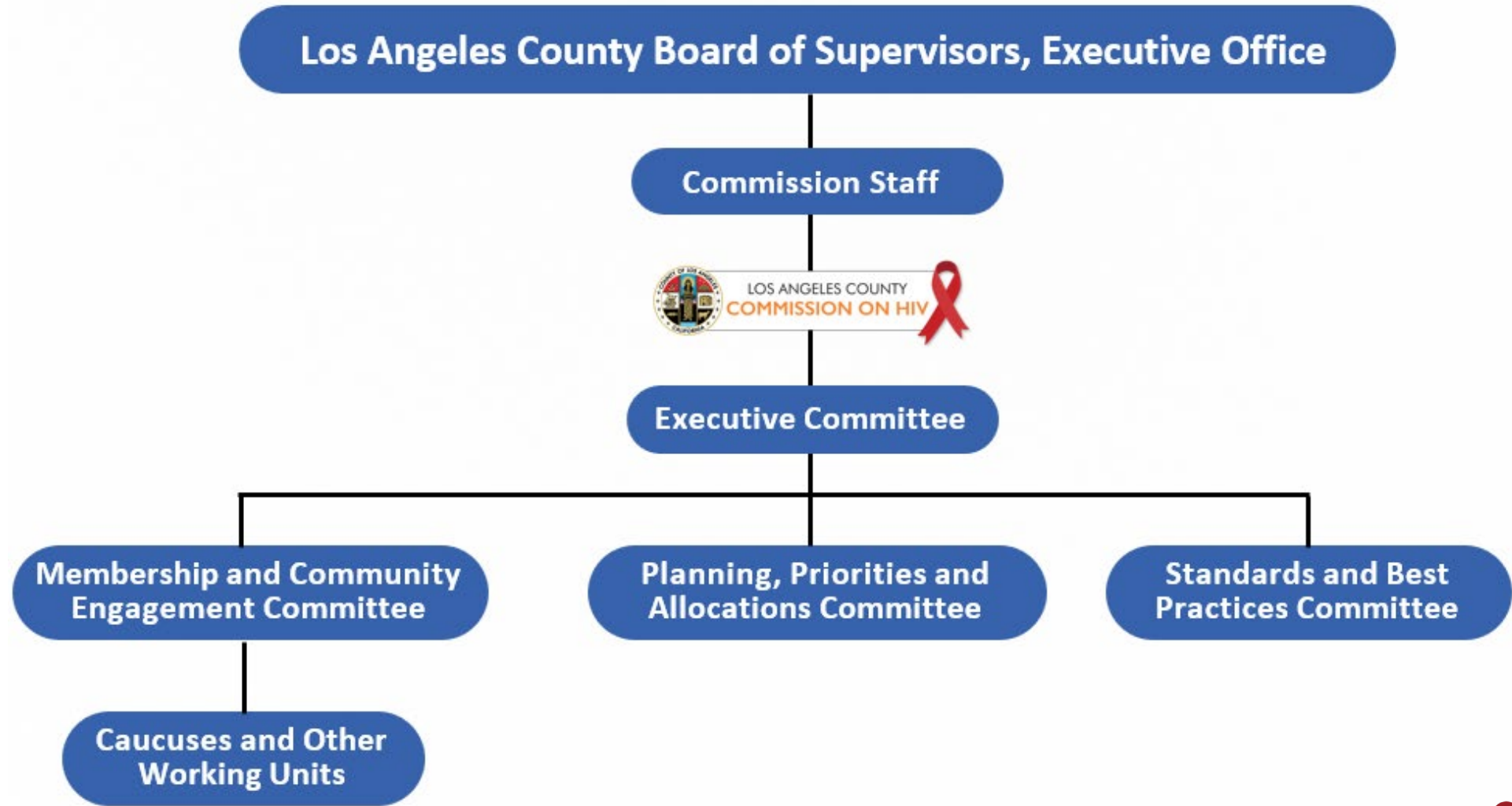
# Commission on HIV Structure

## Flow of Decision-Making Process



Executive Committee

Committees + Subordinate Working Units



# Standards & Best Practices Committee Overview

# SBP Committee Overview

- **Develop & maintain Service Standards**
  - Develop & monitor Directives
  - Support Clinical Quality Management Activities
  - Identify & disseminate Best Practices
  - Conduct & analyze the Assessment of the Efficiency of the Administrative Mechanism
- Focuses on strengthening the quality, consistency, & effectiveness of the HIV service delivery system.

## Service Standards

- Set minimum level of care RWHAP-funded service providers may offer clients in LA County
- Outline the elements & expectations service providers must follow when implementing service categories



# SBP Committee Overview

- Develop & maintain Service Standards
  - **Develop & monitor Directives**
  - Support Clinical Quality Management Activities
  - Identify & disseminate Best Practices
  - Conduct & analyze the Assessment of the Efficiency of the Administrative Mechanism
- Focuses on strengthening the quality, consistency, & effectiveness of the HIV service delivery system.

## Directives

- Guidance to DHSP on how best to meet service priorities and based on identified needs
- Led by SBP Committee in collaboration with the Planning, Priorities, and Allocations Committee



# SBP Committee Overview

- Develop & maintain Service Standards
  - Develop & monitor Directives
  - **Support Clinical Quality Management Activities**
  - Identify & disseminate Best Practices
  - Conduct & analyze the Assessment of the Efficiency of the Administrative Mechanism
- Focuses on strengthening the quality, consistency, & effectiveness of the HIV service delivery system.

## Clinical Quality Management

- DHSP responsible for establishing CQM program
- COH reviews CQM reports & identifies ways to improve the system of care



# SBP Committee Overview

- Develop & maintain Service Standards
  - Develop & monitor Directives
  - Support Clinical Quality Management Activities
  - **Identify & disseminate Best Practices**
  - Conduct & analyze the Assessment of the Efficiency of the Administrative Mechanism
- Focuses on strengthening the quality, consistency, & effectiveness of the HIV service delivery system.

## Best Practices

- Compile best practices related to HIV care and prevention
- Examples: Reducing HIV transmission, improving health outcomes & optimizing quality of life



# SBP Committee Overview

- Develop & maintain Service Standards
  - Develop & monitor Directives
  - Support Clinical Quality Management Activities
  - Identify & disseminate Best Practices
  - **Conduct & analyze the Assessment of the Efficiency of the Administrative Mechanism**
- Focuses on strengthening the quality, consistency, & effectiveness of the HIV service delivery system.

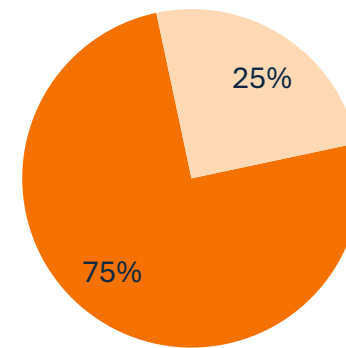
## Assessment of the Efficiency of the Administrative Mechanism

- Review assessment tool, revise as needed
- Evaluate the speed and efficiency with which RWHAP funding is allocated & disbursed for HIV service in LA County



# RWHAP Part A Services

- RWHAP Part A provides a comprehensive system of care for people with HIV through **two service categories**:
  - ➊ **Core medical services** are essential for the diagnosis, treatment, and management of HIV
  - ➋ **Support services** help clients achieve medical outcomes by addressing social, financial, and logistical barriers to care
- At least **75% of funds** must be spent on **core medical services**, and no more than 25% may be spent on support services, unless HRSA approves a waiver



- Core Services
- Support Services

## Reminders

Policy Clarification Notice (PCN) 16-02 - provides program guidance for service categories for RWHAP services



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# RHWAP Service Categories

## Core Medical Services

- AIDS Drug Assistance Program (ADAP)
- Local AIDS Pharmaceutical Assistance Program (LPAP)
- Early Intervention Services (EIS)
- Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals
- Home and Community-Based Health Services
- Home Health Care
- Hospice Services
- Medical Case Management including Treatment Adherence Services
- Medical Nutrition Therapy
- Oral Health Care
- Outpatient/Ambulatory Health Services
- Substance Abuse Outpatient Care

## Supportive Services

- Childcare Services
- Emergency Financial Assistance
- Food Bank/Home Delivered Meals
- Health Education/Risk Reduction
- Housing
- Linguistic Services
- Medical Transportation
- Non-Medical Case Management Services
- Other Professional Services
  - Legal Services
  - Permanency Planning
- Outreach Services
- Psychosocial Support
- Referral for Healthcare and Support Services
- Rehabilitation
- Respite Care
- Substance Abuse (Residential)

# Service Standards Development

Joint responsibility shared by DHSP and the Commission: SBP Committee leads the process

## Standards and Best Practices Committee Review

- Develop review schedule based on service rankings, DHSP RFP schedule, on in response to a stakeholder service concern
- Seek input from consumers, subject matter experts, & service providers
- Revise standards as needed, based on feedback from stakeholders
- Post revised standards for public comment period on Commission website
- Agree on revisions, hold a vote, and elevate to the Executive Committee



# Service Standards Development

Joint responsibility shared by DHSP and the Commission: SBP Committee leads the process

## Executive Committee & Commission Review

- Executive Committee agrees on revisions, holds a vote, and elevates to full Commission.
- Commission agrees on revisions, holds vote, and sends to DHSP.

## Dissemination

- Service standards are posted on COH website
- DHSP uses standards when developing RFPs
- DHSP uses standards for monitoring & clinical quality management activities

## Repeat Review Cycle

- Category-specific standards: reviewed every 3 years or as needed
  - Universal Standards: reviewed every 2 years or as needed.
- Reviews can occur in response to changes in HIV care continuum



# Committee Co-Chair Roles

- Serve as “administrative officer” for committee
- Prepare for and **preside over meetings**
- Ensure **federal mandates are met**
- Encourage public and member input
- **Work closely with COH support staff & assigned recipient staff** to develop agendas for committee meetings and ensure needed information & materials are available for committee meetings
- Report committee actions and **recommendations to the Executive Committee** and full Commission
- **Keep membership informed**

Committee Co-Chairs are required to participate on the Executive Committee

# Committee Meetings



## Location

- > All meetings are held at the **Vermont Corridor** unless otherwise noted
- > 510 S. Vermont Ave,  
9th Floor  
Los Angeles, CA 90020



## Parking

- > Validated Parking  
523 Shatto Place  
Los Angeles, CA 90020
- > Must notify parking attendant/security personnel that you are attending a COH meeting
- > Metro - Vermont/Wilshire



# Meeting Calendar

Meeting dates and times are subject to change

In-person attendance required



- > April 20, 2026  
10:00am - 12:00pm
- > May 18, 2026  
10:00am - 12:00pm
- > June 15, 2026  
10:00am - 12:00pm
- > August 17, 2026  
10:00am - 12:00pm
- > October 18, 2026  
10:00am - 12:00pm
- > February 8, 2027  
10:00am - 12:00pm

**Quorum is essential to conducting committee business**

Please plan travel to meetings accordingly to ensure you arrive early or on time!

# Attendance

All committee meetings are conducted in person.

Under SB 707 (Brown Act provisions), members may attend virtually for “just cause” up to two times per year if:

- You are ill
- You are caring for someone who is immunocompromised
- You are serving on active military duty

Members who have a disability under the Americans with Disabilities Act (ADA) and require a reasonable accommodation may request to attend virtually. Must notify staff & must ensure Brown Act compliance.

## Brown Act Compliance: Virtual Attendance



Audio and video must be on at all times

*For the duration of the meeting*



Announce if there is anyone age 18 or older present in the room

***Must notify staff in advance if unable to attend a meeting.***



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# Commission Website

**Primary source** for all COH related information

<https://hiv.lacounty.gov/>

## Meeting Information

- Meeting agendas & packet materials
- Link for virtual/remote participation in meetings
- Workplan and calendar
- COH-related events

## Application & Member Resources

- Membership application & other required paperwork
- Bylaws & other governing documents
- Mandatory Training, Reports/Data, Policies/Procedures, etc.

## Commission Work & HIV Resources

- Work products of committees/Commission (Service Standards, Integrated HIV Plan, etc.)
- HIV-related resources (RWP Fact sheets, RWP Part A Manual, local resources)



# Agenda & Meeting Packet

- Meeting materials are posted at least 72 hours prior to meeting
- **Review the materials** ahead of the meeting. Meeting packets are subject to change
- **Print version of the packet will not be available.** Staff will project packet during the meeting
- If attending in person, do not join the virtual platform
- **Allow enough time** to arrive at least 5-10 minutes early. Don't forget to sign in!

together.

WE CAN END HIV IN OUR COMMUNITIES ONCE & FOR ALL



## STANDARDS AND BEST PRACTICES COMMITTEE MEETING

Monday, April 20, 2026

10:00 am - 12:00 pm (PST)

510 S. Vermont Ave. (Check-in with 9<sup>th</sup> Floor Security Personnel), Los Angeles, CA 90020  
Validated parking: 523 Shatto Place, Los Angeles, CA 90020

Agenda and meeting materials will be posted on our website at  
<https://hiv.lacounty.gov/standards-and-best-practices-committee/>

### REGISTER HERE TO JOIN VIRTUALLY

[https://lacountyboardofsupervisors.webex.com/weblink/register/r16f150cae\\_d6859db00b5f2bbcf53525f](https://lacountyboardofsupervisors.webex.com/weblink/register/r16f150cae_d6859db00b5f2bbcf53525f)

### NOTICE OF TELECONFERENCING SITES

California Department of Public Health, Office of AIDS  
1616 Capitol Ave, Suite 74-616, Sacramento, CA 95814

### PUBLIC COMMENTS

Public Comment is an opportunity for members of the public to address the Commission on an agenda item or other matter within the Commission's subject matter jurisdiction. Comments may be provided in person or submitted electronically to [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org). Please include your name, the related agenda item, and whether you would like your comment stated during the meeting.

### ACCOMMODATIONS

Requests for a translator, reasonable modification, or accommodation from individuals with disabilities, consistent with the Americans with Disabilities Act, are available free of charge with at least 72 hours' notice before the meeting date by contacting the Commission office at [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org).

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

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

Subscribe to the Commission's Email List: <https://tinyurl.com/v83ynuzt>



# Commission Support Staff Role

Staff are here to support your success on the COH by providing guidance, resources and administrative support

- Encourage member involvement and retention, with special focus on consumers
- Oversee a training program for members
- Staff committees and full Commission meetings
- Serve as liaison with the recipient (DHSP) and help the COH manage its budget
- Help the COH carry out its legislative responsibilities and operate effectively
- Provide expertise on Ryan White legislative requirements and HRSA regulations & expectations

## Members are responsible for:

- Doing the work
- Participating fully
- Contributing the effort needed to carry out committee/COH activities

# Staff Contact Information


Primary means of communication is by **email**.

- All staff are available to respond to and refer inquiries to the appropriate staff member.
- Main Phone Number: 213.738.2816  
Main Email: [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org)
- Information sharing = [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org)  
**Formal COH business = COH staff email**

**For all things SBP Committee:**

**Jose Rangel-Garibay (he/him/his)**

Lead staff Standards & Best Practices Committee

 213.308.9987

 [jgaribay@lachiv.org](mailto:jgaribay@lachiv.org)

**Dawn McClendon (she/her/hers)**

Assistant/Interim Director & Lead staff  
Executive Committee & full Commission

 213.509.9199

 [dmcclendon@lachiv.org](mailto:dmcclendon@lachiv.org)

**Lizette Martinez (she/her/hers)**


Lead staff Planing, Priorities, &  
Allocations Committee

 213.304.3846

 [lmartinez@lachiv.org](mailto:lmartinez@lachiv.org)

**Sonja Wright (she/her/hers)**

Lead staff Membership & Community  
Engagement Committee

 213.359.6578

 [sdwright@lachiv.org](mailto:sdwright@lachiv.org)



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# Questions?



LOS ANGELES COUNTY  
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## **DRAFT 2026 STANDARDS AND BEST PRACTICES COMMITTEE MASTER WORKPLAN (SUBJECT TO CHANGE)**

### **PURPOSE**

To define the scope, priorities, and core activities of the **Standards & Best Practices (SBP) Committee** during the Ryan White Program Year (March 1, 2026 – February 28, 2027), in alignment with the revised Commission Bylaws, Ryan White HIV/AIDS Program (RWHAP) Part A legislative and program expectations, CDC/HRSA integrated planning guidance, and the Commission’s restructured governance model. The SBP Committee leads the Commission’s work to strengthen the quality, consistency, and effectiveness of the HIV service delivery system by supporting clinical quality management, developing and maintaining service standards, identifying best practices, assessing service effectiveness, and advancing service system improvements in coordination with DHSP and other Commission working units.

### **CRITERIA**

**Activities included in this workplan are selected based on their ability to:**

- Fulfill SBP responsibilities defined in the Commission Bylaws;
- Support compliance with RWHAP Part A, HRSA expectations, CDC/HRSA integrated planning guidance, Brown Act, and County requirements;
- Strengthen quality management and performance/outcomes accountability across the HIV service continuum;
- Promote consistent, evidence-informed standards and best practices in HIV prevention and care;
- Identify service gaps and recommend feasible system improvements and directives; and
- Align with Commission and staff capacity, recognizing a bi-monthly meeting schedule.

### **CORE COMMITTEE RESPONSIBILITIES**

**The SBP Committee is responsible for:**

- Supporting DHSP’s Clinical Quality Management Plan and reviewing aggregate quality, utilization, and outcomes data to assess service effectiveness;
- Identifying, reviewing, and recommending service standards, best practices, and outcome measures across the HIV care continuum;
- Evaluating service effectiveness, including outcomes, cost effectiveness, capacity, access, and service models;
- Identifying service gaps, system inefficiencies, and improvement opportunities, and recommending corrective actions to DHSP and the Commission;
- Recommending service delivery improvements and implementation directives, in coordination with the Planning, Priorities & Allocations Committee;
- Conducting the Assessment of the Administrative Mechanism and overseeing implementation of adopted recommendations;
- Promoting consistency and quality in HIV services countywide through system-level review (not individual provider oversight); and
- Carrying out additional responsibilities as assigned by the Commission or Board of Supervisors.

**DRAFT 2026 STANDARDS AND BEST PRACTICES COMMITTEE MASTER WORKPLAN (SUBJECT TO CHANGE)**

**ACRONYMS**

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• <b>COH:</b> Commission on HIV</li> <li>• <b>DHSP:</b> Division on HIV and STD Programs</li> <li>• <b>BOS:</b> Board of Supervisors</li> <li>• <b>HRSA:</b> Health Resources and Services Administration</li> <li>• <b>MCE:</b> Membership and Community Engagement Committee</li> <li>• <b>PP&amp;A:</b> Planning, Priorities, and Allocations Committee</li> <li>• <b>SBP:</b> Standards and Best Practices Committee</li> </ul> | <ul style="list-style-type: none"> <li>• <b>EO:</b> Executive Office</li> <li>• <b>CEO LAIR:</b> Chief Executive Office Legislative Affairs and Intergovernmental Relations</li> <li>• <b>OA:</b> California Office of AIDS</li> <li>• <b>CHIPTS:</b> Center for HIV Identification, Prevention, and Treatment Services.</li> </ul> |
|--|---|

#	OBJECTIVE	TASKS/ACTIVITIES	TIMELINE	NOTES/COMMENTS
1	Establish committee leadership.	<ul style="list-style-type: none"> <li>• Hold nominations for committee co-chairs.</li> <li>• Elect committee co-chairs.</li> </ul>	April	
2	Develop 2026 committee workplan.	<ul style="list-style-type: none"> <li>• Review and adopt annual workplan (<i>subject to change</i>).</li> <li>• Establish meeting calendar (<i>subject to change</i>).</li> </ul>	April	
3	Monitor progress on committee workplan.	<ul style="list-style-type: none"> <li>• Provide monthly updates/reports to Executive Committee and COH.</li> </ul>	Ongoing	
4	Conduct committee orientation.	<ul style="list-style-type: none"> <li>• Review role, scope, and responsibilities of committee.</li> </ul>	April	
5	Assist with the development of the BOS Annual Report	<ul style="list-style-type: none"> <li>• Outline SBP Committee key accomplishments and challenges</li> </ul>	Jan-Feb 2027	Submit accomplishments and challenges to Exec Committee for incorporation into BOS Annual Report
7	Conduct review/revisions of service standards, as needed.	<ul style="list-style-type: none"> <li>• Conduct review/revisions of service standards, as needed.</li> <li>• Develop schedule based on service rankings, DHSP RFP schedule, consumer/provider concern, or in response to changes in the HIV care continuum.</li> <li>• Review service utilization reports.</li> </ul>	Ongoing	<ul style="list-style-type: none"> <li>• Collaborate with DHSP and all COH committees and caucuses.</li> <li>• Collaborate with RWHAP Part A providers.</li> </ul>
8	Conduct the Assessment of the Efficiency of the Administrative Mechanism.	<ul style="list-style-type: none"> <li>• Review assessment tool, revise as needed.</li> <li>• Conduct assessment.</li> <li>• Analyze and report findings.</li> </ul>	Oct-Feb	<ul style="list-style-type: none"> <li>• Collaborate with DHSP and all COH committees and caucuses.</li> </ul>

**DRAFT 2026 STANDARDS AND BEST PRACTICES COMMITTEE MASTER WORKPLAN (SUBJECT TO CHANGE)**

				<ul style="list-style-type: none"> <li>Collaborate with RWHAP Part A providers.</li> </ul>
9	Review and monitor clinical quality management activities.	<ul style="list-style-type: none"> <li>Review report(s) on clinical quality management activities led by DHSP.</li> <li>Review service category evaluation report(s).</li> <li>Identify strategies for addressing findings.</li> </ul>	Ongoing	<ul style="list-style-type: none"> <li>Collaborate with DHSP to receive service category evaluation report(s).</li> </ul>
10	Develop and monitor program directives.	<ul style="list-style-type: none"> <li>Develop and define directives for implementation of services and service models.</li> <li>Ensure priorities and implementation efforts are consistent with needs, the HIV care continuum, and service delivery.</li> <li>Develop strategies to address unmet need.</li> </ul>	Ongoing	<ul style="list-style-type: none"> <li>Collaborate with PP&amp;A Committee.</li> </ul>
11	Compile best practices as related to HIV care and prevention.	<ul style="list-style-type: none"> <li>Identify, collect, and disseminate best practices for reducing HIV transmission, improving health outcomes, and optimizing quality of life and self-sufficiency for all PLWH.</li> </ul>	Ongoing	



**DRAFT 2026 STANDARDS AND BEST PRACTICES COMMITTEE MEETING CALENDAR (SUBJECT TO CHANGE)**

MONTH	KEY ACTIVITIES
<b>April 20, 2026</b> <b>10am-12pm</b>	<ul style="list-style-type: none"> <li>• Nominate and elect committee co-chairs</li> <li>• Conduct committee orientation training</li> <li>• Review and adopt 2026 committee workplan</li> </ul>
<b>May 18, 2026</b> <b>10am-12pm</b>	<ul style="list-style-type: none"> <li>• Review Assessment of the Efficiency of the Administrative Mechanism (AEAM) assessment tool</li> <li>• Develop service standard development schedule</li> </ul>
<b>June 15, 2026</b> <b>10am-12pm</b>	<ul style="list-style-type: none"> <li>• Discuss AEAM</li> <li>• Review service standards</li> </ul>
<b>August 17, 2026</b> <b>10am-12pm</b>	<ul style="list-style-type: none"> <li>• Review/revise program directives</li> <li>• Review service standards</li> </ul>
<b>November 2026</b> <b>**CANCELED**</b>	<p>Limited Executive Committee activity in recognition of the holiday period</p>
<b>December 2026</b> <b>**CANCELED**</b>	<p>Limited Executive Committee activity in recognition of the holiday period</p>
<b>October 19, 2026</b> <b>10am-12pm</b>	<ul style="list-style-type: none"> <li>• Review/revise program directives</li> <li>• Review clinical quality management report(s)</li> </ul>
<b>February 8, 2027</b> <b>10am-12pm</b>	<ul style="list-style-type: none"> <li>• Draft 2027-28 committee workplan and meeting calendar</li> <li>• Draft service standard development schedule</li> </ul>



# We're Listening

*share your concerns with us.*

**HIV + STD Services  
Customer Support Line**

**(800) 260-8787**

## **Why should I call?**

The Customer Support Line can assist you with accessing HIV or STD services and addressing concerns about the quality of services you have received.

## **Will I be denied services for reporting a problem?**

No. You will not be denied services. Your name and personal information can be kept confidential.

## **Can I call anonymously?**

Yes.

## **Can I contact you through other ways?**

Yes.

By Email:

[dhspsupport@ph.lacounty.gov](mailto:dhspsupport@ph.lacounty.gov)

On the web:

<http://publichealth.lacounty.gov/dhsp/QuestionServices.htm>





# Estamos Escuchando



*Comparta sus inquietudes con nosotros.*

**Servicios de VIH + ETS  
Línea de Atención al Cliente**

**(800) 260-8787**

## ¿Por qué debería llamar?

La Línea de Atención al Cliente puede ayudarlo a acceder a los servicios de VIH o ETS y abordar las inquietudes sobre la calidad de los servicios que ha recibido.

## ¿Se me negarán los servicios por informar de un problema?

No. No se le negarán los servicios. Su nombre e información personal pueden mantenerse confidenciales.

## ¿Puedo llamar de forma anónima?

Si.

## ¿Puedo ponerme en contacto con usted a través de otras formas?

Si.

Por correo electrónico:  
[dhspsupport@ph.lacounty.gov](mailto:dhspsupport@ph.lacounty.gov)

En el sitio web:  
[http://publichealth.lacounty.gov/  
dhsp/QuestionServices.htm](http://publichealth.lacounty.gov/dhsp/QuestionServices.htm)

