



LOS ANGELES COUNTY
COMMISSION ON HIV



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Operations Committee Meeting

Thursday, May 23, 2024

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

510 S. Vermont Ave, Terrace Conference Room TK11

Los Angeles, CA 90020

Validated Parking: 523 Shatto Place, LA 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 floor) when our meetings are held.*

Agenda and meeting materials will be posted on our website at

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



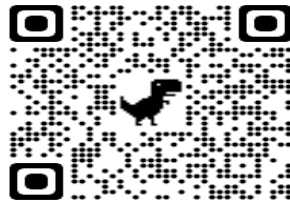
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For Members of the Public Who Wish to Join Virtually, Register Here:

<https://lacountyboardofsupervisors.webex.com/weblink/register/rd591edaecc6f542dad6f81f6192c9c11>

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

Password: OPERATIONS Access Code: 2532 451 7910



Notice of Teleconferencing Sites:

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together.

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510 S. Vermont Ave., 14th Floor, Los Angeles CA 90020
MAIN: 213.738.2816 EMAIL: hivcomm@lachiv.org WEBSITE: <https://hiv.lacounty.gov>

AGENDA FOR THE **REGULAR** MEETING OF THE LOS ANGELES COUNTY COMMISSION ON HIV OPERATIONS COMMITTEE

Thursday, May 23, 2024 | 10:00 AM – 12:00 PM

510 S. Vermont Ave
Terrace Level Conference Room TK05
Los Angeles, CA 90020
Validated Parking: 523 Shatto Place, Los Angeles 90020

MEMBERS OF THE PUBLIC:

To Register + Join by Computer:

<https://lacountyboardofsupervisors.webex.com/weblink/register/rd591edaecc6f542dad6f81f6192c9c11>

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

Password: OPERATIONS Access Code: 2532 451 7910

Operations Committee (OPS) Members:			
Miguel Alvarez <i>Co-Chair</i>	Justin Valero, MA <i>Co-Chair</i>	Jayda Arrington	Alasdair Burton (Executive At-Large)
Bridget Gordon (Executive, At-Large)	Ish Herrera	Leon Maulsby	Vilma Mendoza
Erica Robinson			
QUORUM: 6			

AGENDA POSTED: May 16, 2024

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 Committee’s consideration of the item, that is within the subject matter jurisdiction of the Committee. To submit Public Comment, you may join the virtual meeting via your smart device and post your Public Comment in the Chat box -or- email your Public Comment to hivcomm@lachiv.org -or- submit your Public Comment electronically [here](#). All Public Comments will be made part of the official record.

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.

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.

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 a HIVComm@lachiv.org, por lo menos setenta y dos horas antes de la junta.

I. ADMINISTRATIVE MATTERS

- 1. Call to Order & Meeting Guidelines/Reminders 10:00 AM – 10:03 AM
- 2. Introductions, Roll Call, & Conflict of Interest Statements 10:03 AM – 10:05 AM
- 3. Approval of Agenda **MOTION #1** 10:05 AM – 10:08 AM
- 4. Approval of Meeting Minutes **MOTION #2** 10:08 AM – 10:10 AM

II. PUBLIC COMMENT

10:10 AM – 10:15 AM

- 5. 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.

III. COMMITTEE NEW BUSINESS ITEMS

- 6. 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.

IV. REPORTS

- 7. Executive Director/Staff Report 10:15 AM – 10:20 AM
 - a. HRSA TA Site Visit Introductions
- 8. Membership Management Report 10:20 AM—10:25 AM
 - a. 2024 Renewal Membership Applications Slate **MOTION #3**
 - (1) Bridget Gordon | Seat #28, Unaffiliated consumer, SPA 8
 - (2) Alasdair Burton| Seat #44, HIV stakeholder representative #1
 - (3) Alexander Luckie Fuller | Seat #17, Provider representative #7
 - (4) Miguel Alvarez | Seat #51, HIV stakeholder representative #8
 - (5) Daryl Russell | Seat #34, Unaffiliated consumer, at-large #3
 - (6) Dechelle Richardson | Seat #16, Provider representative #6

(7) Erica Robinson | Seat #46, HIV stakeholder representative #3

V. HRSA Technical Assistance Session 10:25 AM – 11:55 AM

a. Member Recruitment, Retention and Engagement

V. NEXT STEPS 11:55 AM – 11:57 AM

13.Task/Assignments Recap

14. Agenda development for the next meeting

VI. ANNOUNCEMENTS 11:57 AM – 12:00 PM

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

VII. ADJOURNMENT 12:00 PM

16. Adjournment for the meeting May 23, 2024

PROPOSED MOTIONS	
MOTION #1	Approve the Agenda Order, as presented or revised.
MOTION #2	Approve the Operations Committee minutes, as presented or revised.
MOTION #3	Approve the following 2024 renewal membership applications as presented or revised and forward to the Executive Committing and then to the Commission meeting for recommendation to the Board of Supervisors: Approve renewal membership application for Bridget Gordon, Seat #28, Unaffiliated consumer, SPA 8; Alasdair Burton, Seat #44, HIV stakeholder representative #1; Alexander Luckie Fuller, Seat #17, Provider representative #7; Miguel Alvarez, Seat #51, HIV stakeholder representative #8; Daryl Russell, Seat #34, Unaffiliated consumer, at-large #3; Dechelle Richardson, Seat #16, Provider representative #6; and Erica Robinson, Seat #46, HIV stakeholder representative #3.



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 or via email at 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.



COMMISSION MEMBER "CONFLICTS-OF-INTEREST"

Updated 5/10/24

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
ALVAREZ	Miguel	No Affiliation	No Ryan White or prevention contracts
ARRINGTON	Jayda	Unaffiliated consumer	No Ryan White or prevention contracts
BALLESTEROS	AI	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			
BURTON	Alasdair	No Affiliation	No Ryan White or prevention contracts
CAMPBELL	Danielle	T.H.E. Clinic, Inc.	Ambulatory Outpatient Medical (AOM)
			Medical Care Coordination (MCC)
			Transportation Services
CIELO	Mikhaela	LAC & USC MCA Clinic	Biomedical HIV Prevention
CONOLLY	Lilieth	No Affiliation	No Ryan White or prevention contracts
CUEVAS	Sandra	Pacific AIDS Education and Training - Los Angeles	No Ryan White or prevention contracts
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
DONNELLY	Kevin	Unaffiliated consumer	No Ryan White or prevention contracts

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
FERGUSON	Kerry	ViiV Healthcare	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	Invisible Men	No Ryan White or prevention contracts
GERSH (SBP Member)	Lauren	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
			Residential Care Facility - Chronically Ill
Data to Care Services			
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
HARDY	David	LAC-USC Rand Schrader Clinic	No Ryan White or prevention contracts
HERRERA	Ismael "Ish"	Unaffiliated consumer	No Ryan White or prevention contracts
KOCHEMS	Lee	Unaffiliated consumer	No Ryan White or prevention contracts
KING	William	W. King Health Care Group	No Ryan White or prevention contracts

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
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
MARTINEZ-REAL	Leonardo	Unaffiliated consumer	No Ryan White or prevention contracts
MAULTSBY	Leon	Charles R. Drew University	Biomedical HIV Prevention
			HIV Testing Storefront
			HIV Testing Social & Sexual Networks
MENDOZA	Vilma	Unaffiliated consumer	No Ryan White or prevention contracts
MINTLINE (SBP Member)	Mark	Western University of Health Sciences (No Affiliation)	No Ryan White or prevention contracts
MOLETTE	Andre	Men's Health Foundation	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
			Data to Care Services
MUHONEN	Matthew	HOPWA-City of Los Angeles	No Ryan White or prevention contracts
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
			Residential Care Facility - Chronically Ill
Data to Care Services			
OSORIO	Ronnie	Center For Health Justice (CHJ)	Transitional Case Management - Jails
			Promoting Healthcare Engagement Among Vulnerable Populations
PATEL	Byron	Los Angeles LGBT Center	Ambulatory Outpatient Medical (AOM)
			HIV Testing Storefront
			HIV Testing Social & Sexual Networks
			STD Screening, Diagnosis and Treatment
			Health Education/Risk Reduction
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			Promoting Healthcare Engagement Among Vulnerable Populations
Transportation Services			
PERÉZ	Mario	Los Angeles County, Department of Public Health, Division of HIV and STD Programs	Ryan White/CDC Grantee
RICHARDSON	Dechelle	AMAAD Institute	Community Engagement/EHE
ROBINSON	Erica	Health Matters Clinic	No Ryan White or prevention contracts
ROSALES	Ricky	City of Los Angeles AIDS Coordinator	No Ryan White or prevention contracts
RUSSEL	Daryl	Unaffiliated consumer	No Ryan White or prevention contracts
SATTAH	Martin	Rand Schrader Clinic LA County Department of Health Services	No Ryan White or prevention contracts

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
TALLEY	Lambert	Grace Center for Health & Healing (No Affiliation)	No Ryan White or prevention contracts
VALERO	Justin	No Affiliation	No Ryan White or prevention contracts
WEEDMAN	Jonathan	ViaCare Community Health	Biomedical HIV Prevention
YBARRA	Russell	Capitol Drugs	No Ryan White or prevention contracts

Division of HIV and STDs Contracted Community Services

The following list and addendum present the conflicts of interest for Commission members who represent agencies with Part A/B and/or CDC HIV Prevention-funded service contracts and/or subcontracts with the County of Los Angeles. For a list of County-contracted agencies and subcontractors, please defer to Conflict of Interest & Affiliation Disclosure Form.

Service Category	Organization/Subcontractor
Mental Health	
Medical Specialty	
Oral Health	
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	
Biomedical HIV Prevention Services	
Case Management Home-Based	Envoy Caring Choice Health Talent Strategies Hope International
Mental Health	
Vulnerable Populations (YMSM)	TWLMP
Nutrition Support (Food Bank/Pantry Service)	
Vulnerable Populations (Trans)	CHLA SJW
HTS - Storefront	LabLinc Mobile Testing Unit Contract
Vulnerable Populations (YMSM)	
AOM	
Vulnerable Populations (YMSM)	APAIT AMAAD
HTS - Storefront	Center for Health Justice Sunrise Community Counseling Center
STD Prevention	
HERR	

AOM	
STD Infertility Prevention and District 2	
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
Vulnerable Populations (YMSM)	Resilient Solutions Agency
Mental Health	Bienestar
Oral Health	USC School of Dentistry
Biomedical HIV Prevention Services	
Service Category	Organization/Subcontractor
Community Engagement and Related Services	AMAAD Program Evaluation Services Community Partner Agencies
Housing Assistance Services	Heluna Health
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
AOM	AMMD (Medical Services)
Biomedical HIV Prevention Services	
Vulnerable Populations (YMSM)	
Sexual Health Express Clinics (SHEx-C)	AMMD - Contracted Medical Services
Case Management Home-Based	Caring Choice Envoy
AOM	
Mental Health	
STD Testing and STD Screening, Diagnosis & Treatment Services (STD-SDTS)	

Service Category	Organization/Subcontractor
Residential Facility For the Chronically Ill (RCFCI)	
Transitional Residential Care Facility (TRCF)	
HTS - Social and Sexual Networks	Black AIDS Institute
AOM	
Case Management Home-Based	Envoy Cambrian Caring Choice
Oral Health	Dental Laboratory
AOM	
HTS - Storefront	
HTS - Social and Sexual Networks	
AOM	New Health Consultant
Case Management Home-Based	Always Right Home Envoy
Mental Health	
Oral Health-Endo	
Oral Health-Gen.	
Oral Health-Endo	Patient Lab - Burbank Dental Lab, DenTech Biopsies - Pacific Oral Pathology
Oral Health-Gen.	Patient Lab Services
AOM	UCLA
Benefit Specialty	UCLA
Medical Care Coordination	UCLA
Oral Health	



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**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

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

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





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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.

OPERATIONS (OPS) COMMITTEE MEETING MINUTES

April 25, 2024

COMMITTEE MEMBERS

P = Present | A = Absent | EA = Excused Absence | MoP=Attended as Member of the Public | AB2449=Virtual Attendance

Miguel Alvarez	P	Jayda Arrington	P	Alasdair Burton (Executive At-Large)	P
Bridget Gordon (Executive At-Large)	EA	Ish Herrera	P	Leon Maultsby	EA
Vilma Mendoza	P	Erica Robinson	P	Justin Valero, MA, Co-Chair	P
Joe Green, Co-Chair Pro Tem	P				
COMMISSION STAFF AND CONSULTANTS					
Cheryl Barrit, MPIA, Dawn McClendon, Sonja Wright, DACM, Lizette Martinez, MPH (virtual), Jose Garibay, MPH (virtual)					
DHSP STAFF					

*

Meeting agenda and materials can be found on the Commission’s website at

https://assets-us-01.kc-usercontent.com/0234f496-d2b7-00b6-17a4-b43e949b70a2/3f73462e-0faa-427d-bbee-d0d78ada34a4/Pkt-OPS_4.25.24-updated_04.26.24.pdf

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1. CALL TO ORDER-INTRODUCTIONS

The meeting was called to order at 10:01AM by Co-Chair, Justin Valero.

2. INTRODUCTIONS, ROLL CALL, & CONFLICT OF INTEREST STATEMENTS

J. Valero led introductions and Committee members stated their conflicts.

I. ADMINISTRATIVE MATTERS

3. APPROVAL OF AGENDA

MOTION #1: Approve the agenda order, as presented (*✓Passed by consensus*).

4. APPROVAL OF MEETING MINUTES

MOTION #2: Approve the 3/28/2024 OPS Committee meeting minutes, as presented (*✓Passed by consensus*).

II. PUBLIC COMMENT

5. OPPORTUNITY FOR PUBLIC TO ADDRESS COMMISSION ON ITEMS OF INTEREST WITHIN COMMISSION

JURISDICTION: None.

III. COMMITTEE NEW BUSINESS ITEMS

6. OPPORTUNITY FOR COMMISSIONERS TO RECOMMEND ITEMS FOR FUTURE AGENDAS, OR ITEMS REQUIRING IMMEDIATE ACTION DUE TO AN EMERGENCY, OR IF NEED FOR ACTION AROSE AFTER POSTING AGENDA:

None.

IV. REPORTS

7. EXECUTIVE DIRECTOR/STAFF REPORT

a. Operational Updates

Executive Director, Cheryl Barrit, provided the following updates:

PRIDE Events

- C. Barrit directed the Committee to the 2024 PRIDE Events Summary document in the meeting packet and discussed the Commission's ability to participate. The Long Beach PRIDE event on May 19th and the L.A. PRIDE Parade on June 9th are no longer accepting applications for the parades and booths. For the WeHo PRIDE weekend, May 21st - June 2nd and the Arts Festival June 14th - 16th, C. Barrit recommended to inquire directly with Mario Perez, Director Division of HIV and STD Programs (DHSP) at today's Executive Committee meeting. C. Barrit has been checking the South L.A. PRIDE events website to see if fees are feasible for the Commission's participation.

Health Resources and Services Administration (HRSA) Technical Assistance (TA) Site Visit

- HRSA will conduct an in-person site visit from May 21st to May 23rd. The Project Officer and 2 Technical Assistance (TA) staff members are expected to be present. HRSA intends to incorporate trainings as part of their 3-day visit. Considering the site visit is 3 days, C. Barrit expressed to HRSA it is an unrealistic expectation for all commissioners to be in attendance in its entirety.
- It is mandatory for all Commission on HIV (COH) staff to attend in-person and highly recommended for COH leadership and the grantee DHSP, to also be in attendance. C. Barrit is reaching out to Dr. Michael Green, DHSP, to inquire if any members of his team will be in attendance. C. Barrit has emailed the Executive Committee to determine participants.
- The location of the TA site visit is at the Vermont Corridor. The May 21-22 portion of the site visit is not open to the public or other members of the Commission. However, the May 23 site visit, part of the Operations Committee meeting, will be open to the public in accordance with the Brown Act. The Committee requested that adequate time be allocated on the Operations Committee agenda to facilitate a dialogue with HRSA about which Planning Councils (PCs) are meeting all HRSA requirements, as well as to seek best practices and concrete solutions.
- C. Barrit highlighted the Planning Council (PC) Site Visit Presentation Outline and the PC Site Visit Document List. Staff is compiling the documents requested from HRSA and will send all requested materials prior to the site visit.
- C. Barrit emphasized that this visit is a technical assistance site visit, unlike the administrative site visit conducted last year. Only one of the HRSA staff members who participated in last year's administrative visit will be part of the TA site visit. Consequently, there may not be an opportunity for HRSA staff to address discussions or inquiries from last year's administrative visit.
- C. Barrit will ask if recording of the site visit is permitted and relayed that staff will take copious notes.
- C. Barrit recommended that no additional changes are made to the Bylaws until after the site visit.

8. CO – CHAIRS REPORT

a. 2024 Operations Committee Open Co-Chair Nominations

- J. Valero nominated M. Alvarez (accepted) and J. Arrington (declined).

- M. Alvarez elected as Operations Co-Chair by consensus.
- M. Alvarez's election as one of the Operations Co-Chairs opens one Executive At-Large seat.

b. "Commissioner Commitments"

- The Committee discussed how each member is fulfilling their role and responsibility as a commissioner such as making an effort to ensure the body is reflective of the disease burden in Los Angeles County (LAC), participating on interview panels for new membership applications, providing the view point of lived experiences which has the added benefit of compassion and empathy from a consumer perspective, the unique perspective of a non-HIV positive person championing for issues on the prevention side of the spectrum, and being community-oriented.

c. [2024 Training Schedule](#)

- Operations Co-Chair, Justin Valero, briefly reviewed the training schedule.
- The Priority Setting & Resource Allocation Process and Service Standards Development was held on April 23, 2024, from 3-4:30pm. The training can be accessed on the COH website.
- Upcoming trainings: Ryan White Care Act Legislative Overview and Membership Structure and Responsibilities will be held on July 17th, from 3-4:30pm, and Policy, Priorities and Legislative Docket Development Process will be held October 2nd, from 3-4:30pm.
- The training schedule can be accessed [HERE](#).
 - The Committee asked if the BOS Executive Office's New Commissioner Orientation Workshops can be added to the training schedule.
 - ➡ C. Barrit noted that the New Commissioner trainings are conducted by the Executive Office and are not open to the public. Therefore, they would not be appropriate for inclusion in the COH's training schedule, where sessions are open to the public. Furthermore, COH staff are not informed of the exact orientation schedule until it is announced.
 - The Committee requested that the Commission website be updated to reflect events and trainings on the homepage or via a pop-up box to minimize time spent searching the website.
 - ➡ D. McClendon will follow-up.

d. 2024 Work Plan Development

- J. Valero briefly discussed the work plan and highlighted the next task as the attendance review.
 - ➡ Agendize attendance review for May.

9. Policies and Procedures

a. Proposed By-Laws Changes | Discussion

- C. Barrit directed the Committee to the proposed changes to the Bylaws which includes feedback provided by HRSA's TA site visit team.
- C. Barrit highlighted the markups and reminded the Committee that this version was presented for public comment. Only one public comment was received from Dr. Green concerning the COH's Conflict-of-Interest process for contracted providers, which conflicts with current HRSA guidance. COH staff will seek clarification on this issue during the upcoming HRSA TA site visit.
- C. Barrit requested the Committee to submit questions that may surface regarding the document and feedback provided, and she will prepare those questions in advance to facilitate a productive in-person conversation.
 - Concerns were expressed regarding term limits and how it will impact the Commission's ability to keep seats filled.
 - Additional ideas were discussed regarding ways to work around the term limits. There was a brief discussion regarding using the Committee-only option to avoid losing experienced commissioners.
 - C. Barrit recommended that during the Bylaws discussion, the Committee should consider ways to restructure Commission meetings. Feedback from HRSA indicated that the meetings are too long and require a significant time commitment, making attendance challenging.

10. Membership Management Report

a. New Member Applications

- A. Franklin and R. Garcia briefly introduced themselves to the Committee in support of their applications.

(1) Arburtha Franklin | Alternate

MOTION #3

MOTION #3 Approve new membership application for Arburtha Franklin (Alternate), as presented or revised, and forward to the Executive Committee meeting and then to the Commission meeting for recommendation to Board of Supervisors. (✓ Passed by Majority, Roll Call: M. Alvarez (Yes), J. Arrington (Yes), A. Burton (Y), I. Herrera (Y), V. Mendoza (Yes), E. Robinson (Yes), J. Valero (Yes), J. Green (Yes).

(2) Rita Garcia | Alternate

MOTION #4

MOTION #4 Approve new membership application for Rita Garcia (Alternate), as presented or revised, and forward to the Executive Committee meeting and then to the Commission meeting for recommendation to Board of Supervisors. (✓ Passed by Majority, Roll Call: M. Alvarez (Yes), J. Arrington (Yes), A. Burton (Y), I. Herrera (Y), V. Mendoza (Yes), E. Robinson (Yes), J. Valero (Yes), J. Green (Yes).

(3) Dahlia Ale-Ferlito | Seat #4, City of Los Angeles representative

MOTION #5

MOTION #5 Approve new membership application for Dahlia Ale-Ferlito (Seat #4, City of Los Angeles representative), as presented or revised, and forward to the Executive Committee meeting and then to the Commission meeting for recommendation to Board of Supervisors. (✓ Passed by Majority, Roll Call: M. Alvarez (Yes), J. Arrington (Yes), A. Burton (Y), I. Herrera (Y), V. Mendoza (Yes), E. Robinson (Yes), J. Valero (Yes), J. Green (Yes).

b. Renewal Membership Applications

MOTION #6

- | | |
|--------------------------|--|
| (1) Erika Davies | Seat #2, City of Pasadena representative |
| (2) Mario Perez | Seat #6, Director, DHSP |
| (3) Karl Halfman | Seat #7, Part B representative |
| (4) Leon Maultsby | Seat #8, Part C representative |
| (5) Sandra Cuevas | Seat #10, Part F representative |
| (6) Dr. LaShonda Spencer | Seat #14, Provider representative #4 |
| (7) Martin Sattah | Seat #18, Provider representative #8 |
| (8) Russell Ybarra | Seat #20, Unaffiliated consumer, SPA 2 |
| (9) Lambert Talley | Seat #22, Unaffiliated consumer, SPA 4 (Alternate) |
| (10) Jayda Arrington | Seat #24, Unaffiliated consumer, SPA 6 |
| (11) Kevin Donnelly | Seat #26, Unaffiliated consumer, SPA 8 |
| (12) Lilieth Conolly | Seat #32, Unaffiliated consumer, at-large #1 |
| (13) Dr. David Hardy | Seat #34, Unaffiliated consumer, at-large #3 (Alternate) |
| (14) Al Ballesteros | Seat #36, Representative, Board Office 1 |
| (15) Katja Nelson | Seat #38, Representative, Board Office 3 |
| (16) Lee Kochems | Seat #42, Behavioral / social scientist |
| (17) Mary Cummings | Seat #48, HIV stakeholder representative #5 |
| (18) Dr. William King | Seat #50, HIV stakeholder representative #7 |
| (19) Miguel Alvarez | Seat #51, HIV stakeholder representative #8 |

MOTION #6 Approve 2024 renewal membership slate, as presented or revised, and forward to the Executive Committee meeting and then to the Commission meeting for recommendation to Board of Supervisors. (✓ Passed by Majority, Roll Call: M. Alvarez (Yes), J. Arrington (Yes), A. Burton (Y), I. Herrera (Y), V. Mendoza (Yes), E. Robinson (Yes), J. Valero (Yes), J. Green (Yes).

c. Status on Pending/New Applications

- Staff member, Dr. Sonja Wright, informed the Committee that there is 1 committee-only application that will be vetted by the Public Policy (PPC) Committee and approximately two incomplete applications that will need follow-up.

d. Parity, Inclusion and Reflectiveness (PIR)

- Staff member, S. Wright, informed the Committee that a comprehensive report will be provided in the month of June once all renewal appointments have been approved.

e. [Mentorship Program](#)

- It was mentioned that the Mentorship Program is a great way to start discussing ways of helping new and potential members to become acclimated to the Commission in preparation for finding replacements once the membership term limits become effective. The consensus among the Committee was finding replacements will be an ongoing conversation for the next 3-4 years.
- J. Green made an appeal for additional mentors as he is unable to take on additional mentees.

11. Assessment of the Administrative Mechanism (AAM)

- Staff met with Dr. Michael Green to review DHSP's expectations.
- C. Barrit continues to work with consultant Collaborative Research team to develop the AAM survey tool and anticipates sharing a rough draft at the next Operations Committee meeting.

12. Retention, Recruitment and Engagement**•Member Contributions/Participation | Report Out**

(Purpose: To provide an opportunity for Operations Committee members to report updates related to their community engagement, outreach, and recruitment efforts and activities in promoting the Commission).

- An open question was posed to the Committee regarding finding ways to increase public interest in the Commission.
 - The consensus was doubling down on engagement efforts; no specific task or example was offered.
 - C. Barrit used this as an opportunity to point out the Recruitment and Outreach Plan drafted for the Collaborative Learning Project in 2020 in the meeting packet and indicated it has been updated around the Commission's current recruitment and retention efforts.

V. NEXT STEPS**13. TASK/ASSIGNMENTS RECAP:**

- ➡ Submit questions to C. Barrit for HRSA TA site visit.
- ➡ COH staff to explore opportunities to update the website to create a more user-friendly format in promoting events and trainings.
- ➡ Finalizing a draft of the AAM survey tool for review.

14. AGENDA DEVELOPMENT FOR NEXT MEETING:

- ➡ Attendance
- ➡ Membership applications
- ➡ HRSA Technical Assistance

VI. ANNOUNCEMENTS**15. OPPORTUNITY FOR PUBLIC AND COMMITTEE TO MAKE ANNOUNCEMENTS:**

- “Bridging Faith and Sexual Health in the Fight Against HIV” community listening session, sponsored by the Black Caucus, will be held April 26th, from 6-8pm. Location to be shared upon RSVP. There are currently 17 confirmed participants.
- Harm Reduction Institute event, sponsored by the Transgender Caucus, to be held on April 29th, from 9am-3pm at the Vermont Corridor 9th floor Terrace Level. There are currently 41 confirmed participants.
- J. Valero will read the Land Acknowledgment at the next Commission meeting.

VII. ADJOURNMENT

16. ADJOURNMENT: The meeting adjourned at 11:48 am.



2024 MEMBERSHIP ROSTER | UPDATED 5.10.24

SEAT NO.	MEMBERSHIP SEAT	Commissioners Seated	Committee Assignment	COMMISSIONER	AFFILIATION (IF ANY)	TERM BEGIN	TERM ENDS	ALTERNATE
1	Medi-Cal representative			Vacant		July 1, 2023	June 30, 2025	
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			Vacant	Long Beach Health & Human Services	July 1, 2023	June 30, 2025	
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, 2023	June 30, 2025	
6	Director, DHSP *Non Voting	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 Maultsby, MHA	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, 2023	June 30, 2025	
10	Part F representative	1	SBP	Sandra Cuevas	Pacific AIDS Education and Training - Los Angeles Area	July 1, 2022	June 30, 2024	
11	Provider representative #1			Vacant		July 1, 2023	June 30, 2025	
12	Provider representative #2	1	SBP	Andre Molette	Men's Health Foundation	July 1, 2022	June 30, 2024	
13	Provider representative #3	1	PP&A	Harold Glenn San Agustin, MD	JWCH Institute, Inc.	July 1, 2023	June 30, 2025	
14	Provider representative #4	1	PP&A	LaShonda Spencer, MD	Charles Drew University	July 1, 2022	June 30, 2024	
15	Provider representative #5	1	SBP	Byron Patel, RN	Los Angeles LGBT Center	July 1, 2023	June 30, 2025	
16	Provider representative #6	1	PP&A	Dechelle Richardson	AMAAD Institute	July 1, 2022	June 30, 2024	
17	Provider representative #7	1	EXC	Alexander Luckie Fuller (LOA)	Invisible Men	July 1, 2023	June 30, 2025	
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			Vacant		July 1, 2023	June 30, 2025	Kerry Ferguson (SBP)
20	Unaffiliated consumer, SPA 2	1	SBP	Russell Ybarra	Unaffiliated Consumer	July 1, 2022	June 30, 2024	
21	Unaffiliated consumer, SPA 3	1	PP&A	Ish Herrera	Unaffiliated Consumer	July 1, 2023	June 30, 2025	
22	Unaffiliated consumer, SPA 4			Vacant		July 1, 2022	June 30, 2024	Lambert Talley (PP&A)
23	Unaffiliated consumer, SPA 5	1	EXC SBP	Kevin Stalter	Unaffiliated Consumer	July 1, 2023	June 30, 2025	
24	Unaffiliated consumer, SPA 6	1	OPS	Jayda Arrington	Unaffiliated Consumer	July 1, 2022	June 30, 2024	
25	Unaffiliated consumer, SPA 7	1	OPS	Vilma Mendoza	Unaffiliated Consumer	July 1, 2023	June 30, 2025	
26	Unaffiliated consumer, SPA 8	1	EXC PP&A	Kevin Donnelly	Unaffiliated Consumer	July 1, 2022	June 30, 2024	
27	Unaffiliated consumer, Supervisorial District 1	1	PP	Leonardo Martinez-Real	Unaffiliated Consumer	July 1, 2023	June 30, 2025	
28	Unaffiliated consumer, Supervisorial District 2	1	EXC OPS	Bridget Gordon	Unaffiliated Consumer	July 1, 2022	June 30, 2024	
29	Unaffiliated consumer, Supervisorial District 3	1	SBP	Ariene Frames	Unaffiliated Consumer	July 1, 2023	June 30, 2025	
30	Unaffiliated consumer, Supervisorial District 4			Vacant		July 1, 2022	June 30, 2024	
31	Unaffiliated consumer, Supervisorial District 5	1	PP&A	Felipe Gonzalez	Unaffiliated Consumer	July 1, 2023	June 30, 2025	
32	Unaffiliated consumer, at-large #1	1	PP&A	Lilith Conolly	Unaffiliated Consumer	July 1, 2022	June 30, 2024	
33	Unaffiliated consumer, at-large #2			Vacant		July 1, 2023	June 30, 2025	
34	Unaffiliated consumer, at-large #3	1	PP&A	Daryl Russell, M.Ed	Unaffiliated Consumer	July 1, 2022	June 30, 2024	David Hardy (SBP)
35	Unaffiliated consumer, at-large #4	1	EXC	Joseph Green	Unaffiliated Consumer	July 1, 2023	June 30, 2025	
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	Danielle Campbell, PhD, MPH	T.H.E Clinic, Inc. (THE)	July 1, 2023	June 30, 2025	
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, 2023	June 30, 2025	
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	Matthew Muhonen (LOA)	City of Los Angeles, HOPWA	July 1, 2023	June 30, 2025	
42	Behavioral/social scientist	1	EXC PP	Lee Kochems, MA	Unaffiliated Consumer	July 1, 2022	June 30, 2024	
43	Local health/hospital planning agency representative			Vacant		July 1, 2023	June 30, 2025	
44	HIV stakeholder representative #1	1	EXC OPS PP	Alasdair Burton	No affiliation	July 1, 2022	June 30, 2024	
45	HIV stakeholder representative #2	1	PP	Paul Nash, Cpsychol AFBPs FHEA	University of Southern California	July 1, 2023	June 30, 2025	
46	HIV stakeholder representative #3	1	OPS	Erica Robinson	Health Matters Clinic	July 1, 2022	June 30, 2024	
47	HIV stakeholder representative #4	1	PP	Ronnie Osorio	Center for Health Justice (CHJ)	July 1, 2023	June 30, 2025	
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, 2023	June 30, 2025	
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	
TOTAL:		43						

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: 46