



LOS ANGELES COUNTY
COMMISSION ON HIV



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**EXECUTIVE COMMITTEE
MEETING MINUTES**
September 26, 2019

**Approved
10/31/2019**

MEMBERS PRESENT	MEMBERS PRESENT (cont.)	PUBLIC	COMM STAFF/ CONSULTANTS
Al Ballesteros, MBA, <i>Co-Chair</i>	Kevin Stalter	Christian Hosoda	Cheryl Barrit, MPIA
Grissel Granados, MSW, <i>Co-Chair</i>	Greg Wilson		Carolyn Echols-Watson, MPA
Traci Bivens-Davis		DHSP STAFF	Dawn McClendon
Jason Brown	MEMBERS ABSENT	None additional	Jane Nachazel
Erika Davies	Michele Daniels		Doris Reed
Miguel Martinez, MPH, MSW	Aaron Fox, MPM		James Stewart
Katja Nelson, MPP	Bridget Gordon		Julie Tolentino, MPH
Mario Pérez, MPH	Juan Preciado (LoA)		

CONTENTS OF COMMITTEE PACKET

- 1) **Agenda:** Executive Committee Meeting Agenda, 9/26/2019
- 2) **Code:** Code of Conduct, 4/11/2019
- 3) **Minutes:** Executive Committee Meeting Minutes, 8/22/2019
- 4) **Table:** Renewed Opportunities and Collaborations in Times of Urgency to End the HIV Epidemic (??), 2019 Annual Meeting Agenda Ideas/Draft, 9/17/2019
- 5) **Duty Statement:** Commission Co-Chair, approved 3/28/2017
- 6) **Agenda:** Annual Member Training Agenda, 10/10/2019
- 7) **PowerPoint:** 2019 Annual Member Training, 10/10/2019
- 8) **Form:** AIDS Monument Name Submission Form, Updated VI, 8/27/2019
- 9) **Table:** Los Angeles County Commission on HIV, Commissioner Member New Business Tracker, ongoing
- 10) **Table:** Los Angeles County Commission on HIV, Public Comment Tracker, ongoing
- 11) **Table:** 2019 Membership Roster, Updated 9/19/2019

CALL TO ORDER-INTRODUCTIONS-CONFLICTS OF INTEREST: Ms. Granados called the meeting to order at 1:05 pm.

I. ADMINISTRATIVE MATTERS

1. APPROVAL OF AGENDA

MOTION #1: Approve the Agenda Order, as presented (*Passed by Consensus*).

2. APPROVAL OF MEETING MINUTES

MOTION #2: Approve the 8/22/2019 Executive Committee Meeting Minutes, as presented (*Passed by Consensus*).

II. PUBLIC COMMENT

- 3. OPPORTUNITY FOR PUBLIC TO ADDRESS COMMISSION ON ITEMS OF INTEREST WITHIN COMMISSION JURISDICTION:** There were no comments.

III. COMMITTEE NEW BUSINESS ITEMS

4. **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:** Mr. Stalter heard President Donald Trump in his United Nations speech address global decriminalization. That could represent an opening for the Commission to take the lead in advocating for national HIV decriminalization through Ending the Epidemic (EtHE).

IV. REPORTS

5. EXECUTIVE DIRECTOR/STAFF REPORT

A. 2019 Annual Meeting Preparation

- Ms. Barrit reviewed a draft Annual Meeting agenda reflecting current input. The meeting will be at St. Anne's.
- Mr. Ballesteros suggested a focus on what is being done in the Department of Public Health (DPH) to prepare DPH and other Los Angeles County (LAC) departments to roll out EtHE. He urged concentrating time on a deeper DPH discussion rather than using it for what could only be more generic input from other departments now.
- Ms. Nelson felt heads of some programs in other departments, e.g., Housing For Health (HFH), can be informative even if participating as an audience member. Mr. Ballesteros sought to ensure DPH leadership had enough time. Mr. Wilson was concerned high level leadership tends to reflect rehearsed statements rather than engage in actionable discussion.
- Mr. Martinez asked if EtHE staff assigned to LAC would attend. Ms. Barrit said a Prevention through Active Community Engagement (PACE) team of United States Public Health Service (USPHS) Commissioned Corps officers, Cmdr. Michele Ramirez and Lt. Cmdr Jose Ortiz, were invited. Only LAC, Atlanta, and Dallas were assigned PACE teams. Initiation of PACE teams was announced at the last Presidential Advisory Committee on HIV/AIDS (PACHA) by Adm. Brett Giroir, MD, Assistant Secretary for Health (ASH), USPHS, Department of Health and Human Services (HHS).
- Mr. Pérez, Director, DHSP, noted presenting is different than listening and learning. This is a good opportunity for a very diverse audience to receive the same update on a full inventory of related resources. They include: Center for Disease Control and Prevention's (CDC's) one-year planning grant for EtHE; proposed programs for Health Resources and Services Administration (HRSA) five-year grant; three University of California, Los Angeles (UCLA) one-year planning grants on PrEP, long-acting therapy, and regional discussions in Southern California, e.g., Susan Little in recent receipt of a regional planning grant on molecular analysis; and update on California HIV, STD, and Hepatitis C funding streams.
- He also supported input, as noted, from Tom Donohoe, MBA, AIDS Education and Training Centers (AETC), who continues to call attention to the intersection of substance use and meth use with these epidemics.
- Mr. Pérez felt this was an opportunity to discuss transforming planning councils from their current structure for community planning and advocacy as discussed at the EtHE jurisdictions meeting before the United States Conference on AIDS (USCA). Some jurisdictions are restructuring now. He asked if it made sense to have a 51-member Commission responsible for priorities, allocations, and SOCs. There might, instead, be a small group responsible for those topics and a separate, related group, responsible for community mobilization with five or six groups targeted to populations.
- He recommended developing proposals to generate a Commission and community response, but Mr. Martinez felt the first goal of the Annual Meeting was to ensure people were aware of all the moving parts and how they now intersect. Mr. Stewart said people still have diverse EtHE definitions, e.g., a cure versus stopping forward transmission. Mr. Pérez said stated goals are to reduce new infections by 75% by 2025 and 90% by 2030. All agreed that should be the opening.
- Regarding facilitation, several urged careful selection, e.g., some facilitators are more adept at eliciting feedback from everyone while others are better at moving an information heavy meeting forward.
- Several noted EtHE discussions occurring across platforms, e.g., at the state level; at the next meetings of the County Health Executives Association of California (CHEAC); the state Office of AIDS (OA) California Planning Group (CPG); and the California HIV Research Program (CHRP) 10/24/2019 call with Alameda, Los Angeles, San Francisco, and San Diego. Mr. Pérez felt many stakeholders are addressing EtHE, but a space has not been created for them to coordinate. He encouraged having Federally Qualified Health Centers (FQHCs) in the room to also address their issues.
- Mr. Stalter noted Ms. Granados' service as Commission Co-Chair should be recognized at the Annual Meeting.
- ➡ Leadership Roundtable revisions: delete Fred Leaf; delete Christina Ghaly, MD, Director, Department of Health Services (DHS); delete Jonathan Sherin, MD, PhD, Director, Department of Mental Health (DMH); add Curley Bonds, MD, Chief Deputy Director, Clinical Operations, DMH; add Anna Gorman, MS, MPH, Director, Community Partnerships and Programs, DHS; add Kaiser Health, health plan, and/or large hospital representatives. Even if these individuals are not able to speak, they should be invited to the Annual Meeting.
- ➡ Ms. Barrit will begin inviting speakers and will provide Barbara Ferrer, PhD, with some topics to which to respond. It was suggested that Dr. Ferrer be invited for the entire day.

- Mr. Martinez suggested Rose Venegas, UCLA, for facilitator or someone similar. She is kind, but process oriented.
- Ms. Barrit will revise the Annual Meeting draft to reflect the first part as "Here's What We Know," e.g., regarding EthE goals. Sections later in the day will focus on a broad community planning discussion and a dialogue with DPH leadership. She will send out the revised draft for feedback and then begin confirming speakers.

B. 10/10/2019 Commission Meeting Agenda Preparation: Ms. Barrit addressed key topics on the Commission's agenda.

(1) Latinx HIV Awareness Day Panel

- The National Latinx HIV Awareness Day will be 10/15/2019 so this panel is timely. Mr. Ballesteros and Ms. Granados provided significant guidance and support in developing the panel, speaking with the panelists, and participating in calls. Some confirmations were still pending but, all in all, the panel was in good shape.
- A draft guide for the panel was developed during this week's call. The goal was to develop a community dialogue. One key question will be how to end HIV in the community as that pertains to activities in 2020.
- It is important to be mindful that the Commission will try its best during the 45 minutes to reflect the diversity of the Latinx community both through the panel and with fact sheets on demographics and economic contributions.

(2) Commission Co-Chair Elections

- Bridget Gordon was nominated at the last Commission meeting for Ms. Granados' seat by LaShonda Spencer, MD. Ms. Gordon accepted the nomination. To date, there have been no additional nominations.
- Nominations remain open until the election at the 10/10/2019 Commission meeting.

(3) Black/African American Community (BAAC) Task Force Recommendations:

- Recommendations will be presented during the Commission Co-Chair Report to ensure the broadest audience.

C. 10/10/2019 Mandatory Member Training

- Ms. Barrit again noted the mandatory meeting will follow the Commission meeting. Lunch will be provided.
- The presentation PowerPoint was emailed earlier to Executive and was also in the packet. It includes the most recent training slides developed by the Health Resources and Services Administration (HRSA). Co-Chairs identified to present various sections as well as support staff are noted on the document.
- While a number of Commissioners will be familiar with much of the material, this sets a knowledge base for the Commission as a whole that will serve as the foundation for trainings in 2020. Training is also open to those considering serving on the Commission in future or members of the public interested in what the Commission does.
- Agreed to do slides for each Committee during its portion of the general Commission preceding the training.
- Ms. Barrit will send a reminder to leadership prior to the meeting for them to advise her of any other questions.

6. CO-CHAIR REPORT

A. Meeting Management Updates and Reminders:

- Ms. Granados noted the copy of the new Code of Conduct in the packet. It is also mounted on the wall.
- Commissioners were asked to submit a signed copy of the Code at the 9/12/2019 Commission meeting to acknowledge understanding and receipt. Any Commissioner who has not yet submitted a signed copy should do so promptly.

B. 9/12/2019 Commission Meeting Review and Follow-Up

(1) The Wall Las Memorias AIDS Monument Name Submissions: A form for submissions was in the packet.

(2) Public Comment

- The tracker in the packet noted two public comments for 9/12/2019 Commission meeting follow-up. Pertaining to DHSP's molecular surveillance presentation, Mr. Pérez said staff will work with the state to better understand Department of Corrections HIV reporting requirements and partner services opportunities. His report back will also update services in the local County Jail for those newly diagnosed via testing programs.
- A second comment addressed a lack of emergency housing that aligns with disparate work schedules and allows partners to stay together. Ms. Granados felt that reflected family housing issues raised by the Women's Caucus.
- Refer emergency housing issues to PP&A for consideration in development of directives.

(3) Commission Member New Business Items: There was no further discussion on the items on the tracker in the packet.

7. DIVISION OF HIV AND STD PROGRAMS (DHSP) REPORT

- Mr. Pérez, Director, said staff was working to reduce the Ryan White application by six pages and hoped to finish that day.
- DHSP was waiting to hear about funding from the state EtHE: one-time HIV funding, STDs, and, for the first time in several years, the state added LAC back into the CDC's STD local assistance fund list which will result in some \$500,000.
- A call on 9/25/2019 with LAC partners discussed use of state Hepatitis C and \$7 million in communicable disease funds.
- DHSP is finalizing negotiations on the five-year HIV Testing, STD Screening, Diagnosis, and Treatment Request For Proposals (RFP). DHSP worked to align it and Los Angeles County HIV/AIDS Strategy (LACHAS) goals. Contracts should start 1/1/2020.

- After a long recruitment, Mr. Pérez was pleased to announce Andrea Kim, PhD, MPH, will join DHSP next week as Chief, HIV and STD Surveillance. She comes from the CDC and has extensive surveillance experience including at the country level.

8. STANDING COMMITTEE REPORTS

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

(1) Ryan White Program Years (PYs) 31-32 Planning Update

- Mr. Martinez, Co-Chair, acknowledged the three-year planning cycle was proving harder to launch than expected. Consequently, PP&A continued data review, e.g., PP&A heard an interesting report on data from the Women's Caucus on 9/17/2019. BAAC will report at an extended 1:00-4:00 pm 10/15/2019 meeting as planning continues.
- DHSP presented some interesting tables that cross-reference priority populations and some service specific data.
- ➡ Add DHSP tables from September PP&A meeting to 10/10/2019 Commission packet under PP&A Committee tab.

B. Standards and Best Practices (SBP) Committee: Ms. Davies, Co-Chair, reported the Continuum Framework and Universal Standards of Care (SOC) were both approved at the 9/12/2019 Commission meeting.

- #### (1) Non-Medical Case Management Standard of Care (SOC) Review Update: SBP will be working on revising this SOC at its next meeting on 10/1/2019.

C. Operations Committee

- #### (1) Policies and Procedures: Ms. Bivens-Davis, Co-Chair, reported Operations was working on revisions to Policy/Procedure #08.3302: Intra-Commission Grievance and Sanctions Procedures.

(2) Membership Management

(a) Jazielle Newsome - Vacate: Ms. Newsome relocated out of state so is no longer eligible for membership.

(b) Noah Kaplan - SBP Committee Member Application Update: Mr. Kaplan rescinded his application.

(3) Training/Orientation

(a) Membership Program Update: Operations plans to discuss its Mentorship Program at its October 2019 meeting.

(b) Mandatory Member Training - 10/10/2019: Operations is helping to prepare for this Member Orientation.

D. Public Policy Committee

- #### (1) County Policy and Budget: Ms. Nelson, Co-Chair, said she and Mr. Brown attended the first of eight Measure H Policy Summits that morning. They split up Measure H into subject categories with pertinent speakers and the opportunity for public to present comments as well. She and Mr. Brown both gave comment on increasing support for PLWH. Rather than advocate for more funds at this time, they asked for things like better assessment tools and education.

(a) 2019 Legislative Docket Status Update: There were no updates.

(2) State Policy, Legislation, and Budget

▪ Governor Gavin Newsom has until 10/13/2019 to sign or veto bills. If he does neither, bills pass into law.

▪ On 9/13/2019, Governor Newsom appointed Sonia Angell, MD, MPH, as the new Director of the California Department of Public Health (CDPH). She is most recently from New York City. Yesterday, Governor Newsom also appointed Richard Figueroa, Jr., Acting Director, Department of Health Care Services (DHCS). He most recently served Governor Newsom as Deputy Cabinet Secretary with particular expertise in health care policy.

▪ Governor Newsom's Master Plan for Aging Stakeholder Advisory Committee held its first meeting. The Committee does include representation from Los Angeles County (LAC), but Ms. Nelson was not familiar with them. She was looking into potential public comment opportunities to advocate for PLWH.

(3) Federal Policy, Legislation, and Budget

(a) Ending the Epidemics Updates: The next ETE Town Hall will be in Orange County on 10/18/2019 in Santa Ana. More information should be available shortly. A site is being sought for an Oakland Town Hall on 11/15/2019.

(b) Public Charge Rule: This is scheduled to go into effect on 10/15/2019. A Department of Justice rule on deportability was expected to be released for public comment about the same time.

9. CAUCUS, TASK FORCE, AND WORK GROUP REPORTS

- ### A. Assessment of the Administrative Mechanism (AAM) Work Group: Ms. Bivens-Davis reported the Work Group was working on some updates with the consultant.

B. Aging Task Force

- Ms. Nelson reported the Task Force met 9/24/2019 with Sonali Kulkarni, MD, MPH, Medical Director, DHSP, and Rebecca Cohen, MD, Associate Medical Director, DHSP, to discuss goals and potential recommendations. Consensus was to implement an Aging Task Force under Public Policy to develop DHSP guidance in program services and funding.

- Mr. Ballesteros noted services are mostly outside the Ryan White system so the White Paper can help identify needs.
 - Mr. Stalter noted an aging person being forced out of his housing due to gentrification and wondered if there were any age-related services. Ms. Barrit noted there are services pertaining to emergency shelter and SBP will shortly be addressing revision of the Emergency Financial Assistance SOC. Typically, services are not age-related.
 - ➡ Ms. Barrit will finalize a time for the next meeting on 10/29/2019 and email an announcement. Ms. Nelson will also announce the meeting at the 10/10/2019 Commission meeting to encourage greater participation.
 - ➡ Ms. Barrit will follow-up on any potential service options specifically for the aging population.
- C. HIV Service Awards Work Group:** Ms. Bivens-Davis reported this work has been temporarily postponed.
- D. Black/African American Community (BAAC) Task Force:** Mr. Wilson noted the Task Force will report out on its recommendations at the 10/10/2019 Commission meeting.
- E. Consumer Caucus**
- Ms. Barrit reported the Caucus was continuing work on its consumer leadership memorandum to the Executive Committee. It articulates key messages and recommendations concerning Unaffiliated Consumers (UAs) becoming co-chairs at the Commission and Committee level. They are taking the time to be deliberate with the understanding that some recommendations could lead to a Bylaw change, e.g., one recommendation is to require one of each body's Co-Chairs be a UA. In addition, that recommendation would require expanded UA training.
 - Mr. Stewart recommended not restricting "UA" in this context to an official UA seat. An overly restrictive definition could result in a lack of eligible candidates. Ms. Granados added the definition should also address those who may not work for a provider receiving Ryan White funds but is, in essence, still an HIV provider. A good definition will be critical.
- F. Women's Caucus:** Ms. Granados reported the Caucus met prior to PP&A on 9/17/2019. There was good attendance and the group developed a list of directives. The conversation is ongoing with the next meeting planned for November.
- G. Transgender Caucus**
- Ms. Barrit reported ongoing recruitment of a person who identifies with the trans community to sit on the Commission. Meanwhile, the trans community supports the Caucus continuing to meet to hear updates on what is happening at the Commission, receive training like that on different funding streams, and to offer feedback on concerns such as housing.
 - She gave an update at the last meeting on DHSP's molecular surveillance presentation at the 9/12/2019 Commission including some background on how surveillance works and confidentiality. Feedback was similar to that received at the Commission. She noted an opportunity to do more education about the nature of informed consent. The current political climate sparks real concern about the purpose of such surveillance. Ms. Barrit provided feedback to Wendy Garland, MPH, HIV Surveillance, DHSP, and suggested a possible joint Commission-DHSP presentation.
 - Mr. Ballesteros did not think everyone was sure of the definition of molecular surveillance, but felt some people were hesitant to ask, e.g., what it entails or whether personal records are viewed? Ms. Barrit suggested it would be helpful to put up the informed consent form and walk through it. She heard a deep hunger to better understand the basics of public health and related a personal story of how surveillance benefited her.
- H. Goals and Objectives Work Group:** Ms. Barrit reported the Work Group will continue work on the HIV Stigma Reduction Tool Kit at its next meeting on 9/30/2019, 10:00 am to 12:00 noon.

V. NEXT STEPS

10. TASK/ASSIGNMENTS RECAP: There were no additional items.

11. AGENDA DEVELOPMENT FOR NEXT MEETING

- ➡ Ms. Barrit will distribute a poll to assess the body's preferences regarding meeting schedules for the holiday months.

VI. ANNOUNCEMENTS

12. OPPORTUNITY FOR PUBLIC AND COMMITTEE TO MAKE ANNOUNCEMENTS: Ms. Reed announced this was her last meeting. She personally thanked everyone for the journey she has been honored to travel in the quest to vanquish this horrible disease. It has been her pleasure to serve. The next phase of her journey will allow her to focus on being an artist. All applauded her.

VII. ADJOURNMENT

13. ADJOURNMENT: The meeting adjourned at 2:35 pm.