



LOS ANGELES COUNTY
COMMISSION ON HIV



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**EXECUTIVE COMMITTEE
MEETING MINUTES**

July 26, 2018



MEMBERS PRESENT	PUBLIC	COMM STAFF/ CONSULTANTS
Grissel Granados, MSW, <i>Co-Chair</i>	Michele Daniels	Cheryl Barrit, MPIA
Traci Bivens-Davis	Felipe Gonzalez	Carolyn Echols-Watson, MPA
Jason Brown	Katja Nelson, MPP	Dawn McClendon
Raquel Cataldo	DHSP STAFF	Jane Nachazel
Joseph Green	None	Doris Reed
Aaron Fox, MPM		Julie Tolentino, MPH
Mario Pérez, MPH		Marc Hauptert
Kevin Stalter		
MEMBERS ABSENT		
Ricky Rosales, Co-Chair		
Joseph Cadden, MD		
Terry Goddard, MA		
Ace Robinson, MPH		

CONTENTS OF COMMITTEE PACKET

- 1) **Agenda:** 7/26/18 Executive Committee Meeting Agenda
- 2) **Minutes:** 6/28/18 and 7/11/18 Executive Committee Meeting Minutes
- 3) **Materials:** 7/11/18 Executive Committee Special Meeting Packet
- 4) **Duty Statement:** Commission Co-Chair and Exec At-Large Member Duty Statements
- 5) **Table:** 2018 Commission on HIV and Los Angeles County HIV/AIDS Strategy Meetings – Call to Action Schedule
- 6) **Flyer:** 8/9/18 LACHAS for 2020 and Beyond Call to Action Flyer
- 7) **Evaluation:** 7/19/19 LACHAS Community Meeting Evaluation Results
- 8) **Notes:** 6/14/18 LACHAS Call to Action meeting Breakout Group Discussion Notes
- 9) **Matrix:** 2018 Membership Roster, Updated 7/24/18
- 10) **Table:** Planning Council Reflectiveness Table, Updated 7/24/18
- 11) **Matrix:** Commission on HIV Assessment of the Administrative Mechanism (AAM) Recommendations/Discussion Worksheet
- 12) **Report:** Commission on HIV AAM Draft Report

CALL TO ORDER: Grissel Granados called the meeting to order at 1:05 pm, quorum was reached at approximately 1:20 pm. (Ricky Rosales is absent due to attendance at the International AIDS Conference.)

I. ADMINISTRATIVE MATTERS

1. APPROVAL OF AGENDA:

MOTION #1: Approve the Agenda Order, as presented. Request to move Operations Committee report up on the agenda under Standing Committee Reports. *(Motion passed by consensus).*

2. APPROVAL OF MEETING MINUTES:

MOTION #2: Approve the 6/28/18 and 7/11/18 Executive Committee Meeting Minutes, as presented. *(Motion passed by consensus).*

II. PUBLIC COMMENT

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

II. COMMITTEE COMMENT

4. NON-AGENDIZED OR FOLLOW-UP: There were no comments.

III. REPORTS

5. EXECUTIVE DIRECTOR'S/STAFF REPORT

A. Social/Racial Justice Workshops Schedule:

- Cheryl Barrit, Executive Director, thanked those who have already RSVP'd for one of the three workshops. The deadline to respond is August 3, 2018; follow-up calls will be made to those who have not RSVP'd by the deadline. Ms. Barrit indicated that a schedule is provided in the packet for reference.
- Ms. Barrit reminded the Committee that the final workshop planning meeting to determine design, content and delivery for the workshops will be held August 15, 2018 by way of a special Executive Committee meeting; all are encouraged to attend and participate if they have not already.

B. HIV Resource Website Update:

- In response to feedback provided at the last Committee meeting, Ms. Barrit made the appropriate changes and considerations to the online resource directory and announced that it is now live and can be accessed at: <https://hivconnect.org>. A quick search by keywords, zip code and city can be performed on the website to produce targeted results. The website is equipped with a customized API key provided by vendor 211LA which gives the website access to its local database. The API key is updated once per year to allow for changes made to varying logistic and/or provider information. The website also links to nationally- and locally -based websites such as CHIRP, CDC's Get Tested, Get PrEP LA, etc.
- Ms. Barrit suggested that members allow the website to gain traction before any substantial updates are made, however, staff will continue to refine the contents of the website per community feedback, as needed.
- Ms. Barrit concluded that staff is currently working on developing marketing materials to assist in promoting the website, along with posting social media advertisements to bring awareness to the website.

6. CO-CHAIR'S REPORT

A. Meeting Management:

- Grissel Granados reminded members that an additional Announcement item was included on the COH agenda and after its first trial run, the Co-Chairs were met with challenges in discerning whether comments were in fact public comments versus announcements.
- Dawn Mc Clendon announced that staff developed a form to assist both members and staff in delineating the difference between a public comment and announcement and that staff will assist in vetting public comment and announcement requests to determine the appropriate method to address; the form will be utilized at future COH meetings.
- Mario Perez expressed concerns that members of the public are misusing the COH's public comment period to inquire or report concerns regarding personal needs and/or issues with a provider's service delivery. Mr. Perez recommended that a mechanism be implemented at COH meetings to accommodate these types of concerns, and be able to refer a member of the public to an appropriate point of contact without disturbing the COH meeting and its attendees, while in progress.

- Ms. Barrit acknowledged that a mechanism should be in place to address personal concerns of the public and refer them appropriately; it was suggested that a team member be appointed as the point of contact for members of the public who are soliciting assistance. Ms. Barrit further recommended that a standard statement should be made at the onset of each meeting to educate the audience on the scope of what the COH can and cannot do.
- Aaron Fox reminded the Committee that there are grievance telephone numbers available for agency and Ryan White Program services which should be utilized to address client's concerns as it relates to service delivery.
- Ms. Barrit to develop/implement mechanism, i.e. designate a team member as point of contact, to vet, address and appropriately refer personal concerns by members of the public.
- Ms. Barrit to draft statement for Co-Chairs to announce at the onset of each COH meeting to inform attendees on the scope of what the COH can and cannot do.

B. COH Co-Chair Open Nominations | August 9, 2018:

- Ms. Granados announced that COH Co-Chair nominations will begin August 9, 2018; the Duty Statement is located in the packet for reference.

C. Exec-at-Large Member Seat:

- Ms. Granados reported, per Operations Committee's recommendation, that elections for the Exec-At-Large seat recently vacated will be delayed until February 2019 to align with the Committee Co-Chair elections as well as focus on developing representation and leadership strategies.

7. DIVISION ON HIV/STD PROGRAMS (DHSP) REPORT

- Mr. Perez reported that he would address items related to priorities and allocations at the next Planning, Priorities & Allocations (PP&A) Committee meeting on August 14, 2018.
- Mr. Perez announced that on July 27, 2018, DHSP will be hosting the Office of AIDS' (OA) launch of the California PrEP Assistance Program (CPAP). The meeting will be attended by the five providers who responded to DHSP's Biomedical Prevention RFSQ and subsequent solicitation along with 39 different organizations to include providers not contracted by DHSP. The meeting will provide a platform for attendees to have their inquiries addressed, to bring awareness to the program and encourage and assist with enrollment.
- Mr. Perez emphasized the importance of providers enrolling in OA's CPAP as DHSP can no longer finance PrEP at the same levels given that the federal PrEP expansion resources will be fully exhausted before the grant period ends on September 30, 2018; therefore, the County must perform its due diligence to maximize revenue from all applicable resources, to include state, Medicaid, private health plans, Gilead Payment Assistance Program, to finance PrEP enrollment.
- Mr. Perez indicated that DHSP is looking for opportunities to fund PrEP navigators and other related services that are no longer covered to meet the demand for PrEP.
- Mr. Perez reported that DHSP continues to actively participate in OA's statewide conversation on ending the HIV/AIDS epidemic. He further reported that DHSP's Ambulatory Outpatient Medical (AOM) services RFP, soon to be released, is aligned with the Los Angeles County HIV/AIDS Strategy.
- Mr. Perez expressed concerns with "one time, time limited" funding by the state for STD control expansion. Cuts were made to domestic STD appropriation by \$5 million but were subsequently restored via a one-time, time limited funding opportunity. Of that \$5 million, the County was awarded \$120,000 with a limited timeline to submit a proposal on how to spend down by December 31, 2018 and exhaust all resources by June 30, 2019, with no further funding commitments. Mr. Perez shared his challenges in planning for long-term investments with one-time, time limited funding.
- Mr. Fox further provided that advocates always ask for multi-year versus one-time funding as this is the most effective method of getting money out of Sacramento and into local health jurisdictions and community-based organizations by end of fiscal year, without having to return funding.
- In response to an inquiry regarding Gilead's Payment Assistant Program for PrEP and who it covers, Mr. Perez commented that Gilead's Payment Assistance Program is the second largest safety net option next to private/public health plans who are the predominate payer of PrEP services, yet are not covering the entire PrEP menu of services, also known as "red carpet" services. CDC resources were initially used to "jump start" access to PrEP and covered services such as clinical visits, organ testing, STD screening, etc. Now that those resources are limited, OA's CPAP and health plans will cover limited services and DHSP will need to strategize and find ways to leverage and compliment other resources to cover gaps in services.

- Mr. Fox noted that there were two changes made to Gilead's Payment Assistance Program:
 - Effective 9/1/18, the annual benefit amount will increase to \$7200 from \$4800, and
 - Effective 7/1/18, eligibility will expand to 12 months from 6 months.
- Mr. Stalter requested Mr. Perez to inquire of OA whether the Employer-Based Assistant Program for those who are ADAP-eligible has been expanded to cover PrEP; Mr. Perez agreed and invited all who are interested and would like to have questions answered by OA, to attend the July 24, 2018 CPAP meeting at DHSP.

8. LOS ANGELES COUNTY HIV/AIDS STRATEGY (LACHAS)

A. July 19, 2018 Meeting Follow Up/Evaluation:

- Ms. Granados referred the Committee to the LACHAS Call to Action community meeting evaluations in the packet and indicated that the overall comments were positive. Issues raised were mostly targeted toward lack of services, i.e. transportation, needle exchange.
- Ms. Barrit noted that there seemed to be a great need for dialogue between community members and providers to discuss available and lack of resources.
- Mr. Stalter commented that stigma also seemed to be a barrier for consumers accessing services and suggested that more community meetings among consumers and providers be encouraged to help reduce stigma.

B. 2018 Meeting Schedule Update/Reminder:

- Ms. Granados noted that the agendas for the August LACHAS meetings and updated 2018 COH and LACHAS meeting schedule are located in packet for reference. The meeting time for the August 16, 2018 LACHAS meeting has been adjusted to 2-4pm.
- Mr. Stalter recommended that Dr. Fariba Younai at UCLA be invited, along with other local providers, to participate in the August 16th LACHAS meeting. Ms. Barrit commented that she has reached out to the appropriate health deputies and agencies within that jurisdiction requesting their participation.

9. STANDING COMMITTEE REPORTS

A. Operations Committee

1. Membership Management:

(a) 2018 Membership Slate Update

- Mr. Stalter reported there were several unaffiliated consumer seats openings and encouraged members to conduct outreach in their respective communities and recruit potential members.

(b) Member Orientation | September 13, 2018

- Mr. Stalter reported that planning in collaboration with the Consumer Caucus to develop leadership opportunities and training continue to be an ongoing conversation; updates will be provided.
- Mr. Stalter reminded the Committee that the member orientation will be held September 13, 2018 at the Music Center, Dorothy Chandler Pavilion, immediately following the COH meeting.

2. Assessment of the Administrative Mechanism (AAM) Draft Report:

- Ms. Barrit reported that the marked-up version of the AAM draft report is in the packet and incorporates both DHSP and COH members' comments; most comments were clarifications.
- Consultant, Marc Hauptert, commented that per the Operations Committee guidance, DHSP's comments were resolved in the current draft report.
- Mr. Perez added that he may have additional comments, but will discuss with his staff and submit in one week, if necessary.
- Ms. Barrit reminded the Committee they are charged with prioritizing the proposed recommendations resulting from the AAM and are to develop an implementation plan to span the next 2-3 years.
- Mr. Stalter suggested that the Committee should focus on recommendations that are low-hanging fruit versus those that may be outside of the COH's purview or require a much larger effort outside of the COH's scope. He further recommended that, if appropriate, the Public Policy Committee discuss developing key policy recommendations to improve Casewatch.

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

1. PY 29 Priority- and Allocation-Setting

(a) Service Category Rankings:

- Jason Brown reported the Committee reviewed the service category rankings and established the paradigms and operating values for PY 29.
- As a result of DHSP's expenditure presentation, the Committee prioritized additional service categories to include:
 - Outreach #5
 - Early Intervention Services (EIS) #6
 - Direct Emergency Financial Assistance (DEFA) #7. Although prioritized, funding cannot be allocated to this service as DHSP noted there is no mechanism to contract and there is also a lack of capacity among agencies to provide such service.
- The Committee will continue prioritizing service rankings at its next meetings on August 14 and 21, 2018.
- Mr. Perez inquired as to whether the Committee has discussed Vision Services and suggested that Dr. Michael Green be consulted to determine what DHSP is able to cover. Mr. Perez encouraged the Committee to think broadly when determining whether a service category can be directly or indirectly linked to HIV disease to fully exhaust HRSA's menu of service categories.

C. Standards and Best Practices (SBP) Committee:

- Ms. Barrit reported that the Committee is reviewing feedback from its members and DHSP regarding revisions to the Medical Care Coordination (MCC) services standard. The Committee will determine whether additional review is needed from other subject matter experts and will announce the Public Comment period.

D. Public Policy (PP) Committee:

- Mr. Fox reported that the Committee has not yet met, but provided a snapshot of what will be on its next agenda:
 - Ongoing review of the docket - majority of bills are at the Appropriations Committee level;
 - AB 1791 requiring continuing education requirements, to consider including a course in integrating PrEP/PEP medication maintenance and counseling in primary care settings, was signed by the Governor July 18, 2018;
 - Concern regarding whether state level funding for HIV prevention is able to reach and be fully exhausted by local health jurisdictions and community-based organizations by end of fiscal year;
 - Review draft of STD funding and access resolution for COH approval and submission to Board of Supervisors (BOS) to recommend that County increase resources and its allocations to combat the STD epidemic:
 - The \$2 million received from the state is not adequate to meet the growing need for PrEP.
 - COH has not submitted a resolution in a few years; last resolution had significant influence on the BOS.
 - Resolution will provide COH a much larger role and bigger voice in addressing STDs.

10. Caucus, Task Force and Work Group Reports:

A. Consumer Caucus:

- Joseph Green reported that the Consumer Caucus (CC) addressed concerns related to the role and scope of the CC. The CC agreed to establish a preamble that will provide insight and education on who the CC is, what they do and who is welcomed.
- Mr. Green also reported that the CC is engaging in leadership development strategy discussions in conjunction with the Operations Committee, and along with Ms. Barrit, Traci Bivens-Davis and Ms. Granados.
- Mr. Green concluded that the next Community Advisory Board (CAB) Meet and Greet will be conducted in Spanish and will be held October 11, 2018 immediately following the COH meeting. Co-Chairs Ms. Granados and Mr. Rosales agreed to assist.

B. Housing Task Force:

- Ms. Barrit reported that the TF discussed housing strategy recommendations provided by Consultant, Lois Starr.
- The TF also followed up on the Los Angeles Homeless Services Authority (LAHSA) presentation given by Miguel Fernandez to clarify and strategize on how to make a dent in the housing landscape and bring attention to those who are living with HIV. It was noted that the issues are rooted primarily in the design of the Vulnerability Index - Service Prioritization Decision Assistance Tool (VI-SPDAT), service capacity and provider knowledge concerning people who are living with HIV.

- Recommendations were made to participate on the LAHSA Commission and establish talking points for and meet with Health/Housing Health Deputies to encourage support to modify the VI-SPDAT. Alternatively, Katja Nelson commented that rather than modifying the general VI-SPDAT, it was suggested that a HIV-specific Coordinate Entry System (CES) scoring system be established much like it is for domestic violence cases but cautioned that the TF will need to discuss in more detail before a plan of action is implemented.
- The TF reviewed Ms. Starr's memo regarding recommendations for spending RWP funding on rental assistance and questioned whether the funding is solely dedicated to Housing for Health.
- Mr. Perez commented that DHSP is making a significant investment to Housing for Health but that further discussion needs to be conducted regarding short-term rental assistance. He further expressed the need to secure the number of homeless or housing insecure consumers as the numbers keep fluctuating. Mr. Perez agreed to follow up with the TF to clarify whether there will be one funding transfer to Housing for Health or if there will be opportunities to fund other organizations.

C. Transgender Task Force:

- The TF is currently in discussions regarding the planning of its next Trans+ summit and determine how it will feed into the COH's goals and objectives, i.e. LACHAS.
- Additionally, the TF is strategizing ways to assess gaps in services and build capacity for providers as it relates to the Trans+ community.
- The TF is also reviewing recruitment, retention and leadership opportunities regarding COH membership; two COH members were recently appointed as a result of similar conversations.
- The next TF will be September 18, 2018 at 10am-12pm.

V. NEXT STEPS

11. Task/Assignment Recap:

- Ms. Barrit along with the CC to develop strategies to respond to consumer needs at COH meetings;
- Ms. Barrit to reach out to recommended agencies and representatives to participate in August 16, 2018 LACHAS Call to Action community meeting; and
- DHSP and Operations and Executive Committee to submit last round of comments on the AAM; final draft report will be presented at the September COH meeting for adoption.

12. Agenda development for the next meeting:

Nothing to report.

13. VI. ANNOUNCEMENTS

There were no announcements.

VII. ADJOURNMENT

14. The meeting adjourned at 3:00pm.