



LOS ANGELES COUNTY
COMMISSION ON HIV



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OPERATIONS COMMITTEE Virtual Meeting

Thursday, March 24, 2022

10:00AM -12:00PM (PST)

* Meeting Agenda + Packet will be available on our website at:
<http://hiv.lacounty.gov/Operation-Committee>

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**link is for members of the public only*

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Public Comment is an opportunity for members of the public to comment on an agenda item, or any item of interest to the public, before or during the Commission's consideration of the item, that is within the subject matter jurisdiction of the Commission.

To submit Public Comment, you may 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 via https://www.surveymonkey.com/r/PUBLIC_COMMENTS.

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LOS ANGELES COUNTY
COMMISSION ON HIV



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

Thursday, March 24, 2022 10:00 AM – 12:00 PM

To Register + Join by Computer:

<https://tinyurl.com/2p98emsh>

**Link is for non-Committee members + members of the public*

To Join by Phone: 1-415-655-0001

Access code: 2598 267 8333

Operations Committee Members:			
Alexander Fuller, <i>Co-Chair</i>	Justin Valero, MA <i>Co-Chair</i>	Miguel Alvarez	Everardo Alvizo, LCSW
Michele Daniels (Alternate)	Gerald Garth, MS (Exec, At Large)	Joe Green	Carlos Moreno
Juan Preciado	Damone Thomas, (Alternate)(Exec, At Large)		
QUORUM*:	6		

AGENDA POSTED: March 18, 2022

VIRTUAL MEETINGS: Assembly Bill (AB) 361 amends California's Ralph M. Brown Act Section 54953 to allow virtual board meetings during a state of emergency. Until further notice, all Commission meetings will continue to be held virtually via WebEx. For a schedule of Commission meetings, please click https://assets-us-01.kc-usercontent.com/0234f496-d2b7-00b6-17a4-b43e949b70a2/5a71641f-af76-43c8-b7f8-0a592a1ed9d7/Calendar%202022_Ongoing01-19-22.pdf

PUBLIC COMMENT: Public Comment is an opportunity for members of the public to comment on an agenda item, or any item of interest to the public, before or during the Commission's consideration of the item, that is within the subject matter jurisdiction of the Commission. To submit Public Comment, you may 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 via https://www.surveymonkey.com/r/PUBLIC_COMMENTS. 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 hivcomm@lachiv.org or leave a voicemail at 213.738.2816.

Los servicios de interpretación para personas con problemas de audición y los servicios de traducción para otros idiomas además del inglés están disponibles sin cargo con al menos 72 horas de anticipación antes de la fecha de la reunión. Para coordinar estos servicios, comuníquese con la oficina de la Comisión en hivcomm@lachiv.org o deje un mensaje de voz al 213.738.2816.

SUPPORTING DOCUMENTATION can be obtained via the Commission’s website at <http://hiv.lacounty.gov> or at the Commission office located at 510 S. Vermont Ave., 14th Floor, Los Angeles CA 90020. Complimentary parking available at 523 Shatto Place, Los Angeles CA 90020.

NOTES on AGENDA SCHEDULING, TIMING, POSTED and ACTUAL TIMES, TIME ALLOTMENTS, and AGENDA ORDER: Because time allotments for discussions and decision-making regarding business before the Commission’s standing committees cannot always be predicted precisely, posted times for items on the meeting agenda may vary significantly from either the actual time devoted to the item or the actual, ultimate order in which it was addressed on the agenda. Likewise, stakeholders may propose adjusting the order of various items at the commencement of the committee meeting (Approval of the Agenda), or times may be adjusted and/or modified, at the co-chairs’ discretion, during the course of the meeting. If a stakeholder is interested in joining the meeting to keep abreast of or participate in consideration of a specific agenda item, the Commission suggests that the stakeholder plan on attending the full meeting in case the agenda order is modified or timing of the items is altered. All Commission committees make every effort to place items that they are aware involve external stakeholders at the top of the agenda in order to address and resolve those issues more quickly and release visiting participants from the obligation of staying for the full meeting.

External stakeholders who would like to participate in the deliberation of discussion of a posted agenda item, but who may only be able to attend for a short time during a limited window of opportunity, may call the Commission’s Executive Director in advance of the meeting to see if the scheduled agenda order can be adjusted accordingly. Commission leadership and staff will make every effort to accommodate reasonable scheduling and timing requests—from members or other stakeholders—within the limitations and requirements of other possible constraints.

Call to Order | Introductions | Statement - Conflict of Interest 10:00 AM – 10:02 AM

I. ADMINISTRATIVE MATTERS

- 1. Approval of Agenda **MOTION #1** 10:02 AM – 10:07 AM
- 2. Approval of Meeting Minutes **MOTION #2**

II. PUBLIC COMMENT 10:07 AM – 10:11 AM

- 3. Opportunity for members of the public to address the Commission of items of interest that are within the jurisdiction of the Commission. For those who wish to provide public comment, you may do so in-person, virtually by registering via WebEx or submit in writing at hivcomm@lachiv.org.

III. COMMITTEE NEW BUSINESS ITEMS 10:11 AM – 10:15 AM

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

IV. REPORTS

- 5. Executive Director/Staff Report** 10:15 AM – 10:30 AM
A. County/Commission Updates
B. Comprehensive HIV Plan (CHP)
C. 2022 Assessment of the Administrative Mechanism (AAM) Planning & Development
- 6. Co-Chair’s Report** 10:30 AM – 10:45 AM
A. 2022 Work Plan | Review
B. CHATT Planning Learning Collaborative Participation| Update
- 7. Policies and Policies** 10:45AM – 11:10AM
A. Code of Conduct | Review
- 8. Membership Management Report** 11:10 AM – 11:40AM
A. New Member Applications
 (1) Jose Magana
 (2) Lamisha Crawford
 (3) Jayshawnda Arrington
B. Revising Interview Questions Work Group | Update

MOTION #3
MOTION #4
MOTION #5

V. DISCUSSION

- 9. Recruitment, Retention and Engagement** 11:40 AM – 11:45 AM
A. Outreach Efforts & Strategies

VI. NEXT STEPS

- 10. Task/Assignments Recap** 11:45 AM – 11:55 AM
11. Agenda Development for the Next Meeting

VII. ANNOUNCEMENTS

- 12. Opportunity for members of the public and the committee to make announcements** 11:55 AM – 12:00 PM

VIII. ADJOURNMENT

12:00 PM

- 13. Adjournment for the meeting of March 24, 2022**

PROPOSED MOTION(s)/ACTION(s):

MOTION #1:	Approve the Agenda Order, as presented or revised.
MOTION #2:	Approve the Operations Committee minutes, as presented or revised.
MOTION #3:	Approve New Membership Application for Jose Magana, as presented or revised, and forward to the Executive Committee for approval.
MOTION #4:	Approve New Membership Application for Lamisha Crawford, as presented or revised, and forward to the Executive Committee for approval.
MOTION #5:	Approve New Membership Application for Jayshawnda Arrington, as presented or revised, and forward to the Executive Committee for approval.



LOS ANGELES COUNTY
COMMISSION ON HIV



510 S. Vermont, 14TH Floor • Los Angeles, CA 90020 • TEL (213) 738-2816 • FAX (213) 637-4748
HIVCOMM@LACHIV.ORG • <http://hiv.lacounty.gov> • VIRTUAL WEBEX MEETING

Presence at virtual meetings is recorded based on the attendance roll call. Only members of the Commission on HIV are accorded voting privileges and must verbally acknowledge their attendance in order to vote. Approved meeting minutes are available on the Commission's website; meeting recordings are available upon request.

DRAFT
OPERATIONS VIRTUAL MEETING MINUTES
February 24, 2022

OPERATIONS MEMBERS									
P=Present A=Absent									
Alexander Fuller <i>Co-Chair</i>	EA	Justin Valero <i>Co-Chair</i>	P	Miguel Alvarez	P	Everardo Alvizo	P	Michele Daniels (Alt)	EA
Joe Green	P	Carlos Moreno	P	Juan Preciado	P				
COMMISSION STAFF & CONSULTANTS									
Cheryl Barrit, MPIA, <i>Executive Director</i>		Catherine Lapointe		Dr. Sonja Wright, DACM					

*Some participants may not have been captured electronically. Attendance can be corrected by emailing the Commission.

*Members of the public may confirm their attendance by contacting Commission staff at hivcomm@lachiv.org.

*Meeting minutes may be corrected up to one year from the date of approval

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/fb686407-97bf-4f11-aeba-b009a820f913/Pkt-OPs_2.24.22.pdf

CALL TO ORDER – INTRODUCTIONS – CONFLICTS OF INTEREST: Carlos Moreno called the meeting to order at 10:00 am. Committee Members introduced themselves and identified care and/or prevention conflicts of interest.

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: January 27, 2022, minutes (*Passed by Consensus*).

II. PUBLIC COMMENT

3. OPPORTUNITY FOR PUBLIC TO ADDRESS COMMISSION ON ITEMS OF INTEREST WITHIN COMMISSION JURISDICTION:

None.

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:

None.

IV. REPORTS

5. EXECUTIVE DIRECTOR/STAFF REPORT

A. 2022 Training Plan

- The Operations Committee is in charge of recruitment and retention, training, and updating policies and procedures. Staff looks at the charge of the Operations Committee in addition to questions that are asked during various Commission and Committee meetings and thinks of ways to foster a training plan and schedule that is ongoing and consistent, while keeping in mind that trainings for members of Ryan White planning councils (i.e., commissioners) are mandatory (i.e., required by our federal funders). The COH has posted the 2022 training schedule and will make the training resources available on the website throughout the year, the schedule and materials can be accessed at the following link: <http://hiv.lacounty.gov/Training>. The overall features of the trainings are: (1) core mandatory trainings such as a Commission on HIV Overview and a Ryan White Care Act Legislative Overview, (2) supplemental trainings, (3) virtual study hours, and (4) quizzes for prizes.

The Operations Committee voted on approving the Training Plan as follows:

MOTION #3 *Operations Committee approved the 2022 Training Plan.*

(✓ Passed by Majority, Roll Call: J. Valero, J. Green, M. Alvarez, C. Moreno, E. Alvizo)

B. Comprehensive HIV Plan (CHP)

- AJ King provided a brief reminder of the items discussed during the January Operations meeting regarding the development of the CHP. Key concepts in the 2022-2026 CHP include: (1) a status neutral approach, (2) address syndemics, (3) address social issues that are related to HIV, such as drug use and homelessness, and (4) build off of existing plans. The CHP Goals and Objectives pertain to the four EHE pillars: (1) Diagnose, (2) Treat, (3) Prevent, and (4) Respond.
- AJ opened the floor for anything that the Operations Committee wanted to add to the previous discussion regarding how Operations can fit into the overall planning of the CHP.
- AJ also provided a small update as follows: (1) overall the Comprehensive HIV Plan integrates prevention and care goals and objectives, (2) it will be submitted to our federal partners in December of 2022, (3) currently data information is being collected and from this data goals and objectives will be formulated, and (4) this plan will cover 2022 through 2026 and builds off the Ending The Epidemic (EHE) plan.
- AJ is currently looking at the data that exists to see if there is existing data that speaks to epidemic gaps and the resources available and from this data develop goals and objectives related to (1) testing and prevention, (2) PrEP, and (3) retention. In addition, a workforce survey assessing HIV-related workforce capacity issues throughout LA County will be implemented.
- The first phase of the CHP plan will be available for review around April which will consist of needs assessment and the environmental scan process. The document will become larger and more detailed as goals and objectives are added. In addition, C. Barrit will provide instructions to AJ King regarding additional areas that the Operations Committee would like to have addressed. No additional feedback was provided by the Operations Committee on the CHP Plan.

C. Assessment of the Administrative Mechanism (AAM)

- The AAM was presented to the Operations Committee as a draft set of questions taken from the survey that was used for fiscal year 2021. Operations continues with strategizing and finalizing the implementation of the Assessment of the Administrative Mechanism (AAM). At its last meeting held on February 24th, 2022, the Operations Committee reviewed and provided feedback on both the commissioner and provider questions in the survey. The consensus of the Committee was the questions are adequate and suitable for implementation via Survey Monkey.

6. Co-Chair's Report

A. CHATT Planning Learning Collaborative Participation

- The Commission on HIV was selected as one of the Planning Councils to participate in this year's Planning CHATT cohort. Planning CHATT stands for Community HIV /Aids Technical Assistance and Training and is a platform that is funded by the Health Resources and Services Administration (HRSA) and is aimed at working with planning councils around the country to strengthen the core functions of Ryan White planning councils. Last year Planning CHATT started with their learning collaborative and this year the focus is on recruitment and retention of members with an emphasis on consumers. Staff member Sonja Wright and Operations Co-chairs Luckie Fuller and Justine Valero, in addition to commissioners Everardo Alvizo and Kevin Stalter attend and participate in the learning collaborative. The last meeting was February 24th and the training focused on recruitment strategies for audiences; March's training will look at recruitment strategies for messaging and promotion and how we are getting messages out overall. In April, the focus will be on new member engagement, orientation, and training, in May leadership development and mentorship and the last meeting in June will put it all together and this is where each Planning Council will present their plan for recruitment and retention.

B. 2022 Work Plan Development

- The draft Operations work plan focuses on: (1) developing and providing planning priorities for inclusion in the Comprehensive HIV Plan (CHP), (2) Assessment of the Administrative Mechanism (AAM) survey, (3) implementation of the HealthHIV Planning Council effectiveness assessment recommendations, (4) implementation of the 2022 work plan, (5) ensuring the development of engagement and retention strategies align with CHP efforts (ex: COH social media campaign), (6) updating the application interview questions, (7) reviewing membership to ensure Parity, Inclusion, and Reflectiveness (PIR)- i.e., ensuring the COH body is reflective of the disease burden in Los Angeles County, and (8) quarterly attendance reviews.
 - The Operations Committee voted on approving the 2022 Work Plan as follows:
 - **MOTION #4** *Operations Committee approved the 2022 Work Plan.*
 - (✓ Passed by Majority, Roll Call: J. Valero, J. Green, M. Alvarez, C. Moreno, E. Alvizo)

7. MEMBERSHIP MANAGEMENT REPORT

A. Quarterly Attendance Report

- Based on (1) the policy, (2) review of the attendance records, and (3) the lack of ability to fulfill the requirements of being a commissioner, the Operations Committee voted to vacate the seats of Commissioners Joshua Ray and Guadalupe Velazquez as follows:
 - **MOTION #5** *Operations Committee approved to vacate the seat of Joshua Ray.*
 - (✓ Passed by Majority, Roll Call: J. Valero, J. Green, M. Alvarez, C. Moreno, E. Alvizo)
 - **MOTION #6** *Operations Committee approved to vacate the seat of Guadalupe Velazquez.*
 - (✓ Passed by Majority, Roll Call: J. Valero, J. Green, M. Alvarez, C. Moreno, E. Alvizo)
- Staff member S. Wright reminded the Operations Committee that a demographic/PIR survey was out on January 26th. The due date was Friday, February 11th. Also, a Committee Assignment survey was emailed to all commissioners on March 3rd, the due date is Thursday, March 17th. The purpose of this survey is to assess each members' feedback on their assigned Committees and to determine if you would like to try out another Committee in the spirit of cross training, creating PIR (Parity, Inclusion, and Reflectiveness), filling in membership deficiencies, and leadership development/capacity building, by experiencing different Committees in order to have a full Commission perspective.

Operations Meeting Minutes

January 27, 2022

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B. Revising Interview Questions Work Group | Update

- The Application Interview Work Group is continuing to update and revise the questions. The work group completed restructuring the New/Unaligned questions and has started working on the Returning Commissioners section of the questions.
- The work group's next meeting is March 29th from 9AM-11PM.

V. DISCUSSIONS

8. RECRUITMENT, RETENTION, AND ENGAGEMENT:

- Operations continues its recruitment and engagement efforts and has embarked on a social media campaign. One of our commissioners, Mallery Robinson, has already been featured on Instagram and we will continue putting up additional profiles of those commissioners who are interested in participating. Also, Commissioners Luckie Alexander, Gerald Garth, and Mallery Robinson are featured on the Commission's website. If any commissioner is interested in being featured on social media, please contact staff member Catherine Lapointe at CLapointe@lachiv.org. Commissioner Everardo Alvizo conducted a presentation to a support group for people living with HIV at The Wall Las Memorias; the presentation was well received. The Commission will continue to look for opportunities to collaborate with other agencies as a way to enhance recruitment efforts and to get the word out about who we are and what we do.
- The COH social media handles are:
 - Facebook: @HIVCommissionLA
 - Twitter: @HIVCommissionLA
 - Instagram: @HIVCommLA

VI. NEXT STEPS

11. TASK/ASSIGNMENTS RECAP:

- Agendize Code of Conduct .
- Agendize new membership applications.
- Agendize Comprehensive HIV Plan.
- Agendize Assessment of the Administrative Mechanism.

12. AGENDA DEVELOPMENT FOR NEXT MEETING : There was no additional items.

VII. ANNOUNCEMENTS : None.

VIII. ADJOURNMENT

12. ADJOURNMENT: The meeting adjourned at 11:57 am.



COMMISSION MEMBER "CONFLICTS-OF-INTEREST"

Updated 3/15/22

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

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
ALVAREZ	Miguel	No Affiliation	No Ryan White or prevention contracts
ALVIZO	Everardo	Long Beach Health & Human Services	Benefits Specialty
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			HIV and STD Prevention
			HIV Testing Social & Sexual Networks
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	UCLA/MLKCH	Oral Health Care Services
			Medical Care Coordination (MCC)
			Ambulatory Outpatient Medical (AOM)
			Transportation Services

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
CIELO	Mikhaela	LAC & USC MCA Clinic	Ambulatory Outpatient Medical (AOM)
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
DANIELS	Michele	Unaffiliated consumer	No Ryan White or prevention contracts
DARLING-PALACIOS	Frankie	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			
DAVIES	Erika	City of Pasadena	HIV Testing Storefront
			HIV Testing & Sexual Networks
DONNELLY	Kevin	Unaffiliated consumer	No Ryan White or prevention contracts
FINDLEY	Felipe	Watts Healthcare Corporation	Transportation Services
			Ambulatory Outpatient Medical (AOM)
			Medical Care Coordination (MCC)
			Oral Health Care Services
			Biomedical HIV Prevention
			STD Screening, Diagnosis and Treatment

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
FULLER	Luckie	APLA Health & Wellness	Case Management, Home-Based
			Benefits Specialty
			HIV Testing Specialty
			HIV Testing Storefront
			HIV Testing Social & Sexual Networks
			STD Screening, Diagnosis and Treatment
			Sexual Health Express Clinics (SHEX-C)
			Health Education/Risk Reduction
			Health Education/Risk Reduction, Native American
			Biomedical HIV Prevention
			Oral Healthcare Services
			Ambulatory Outpatient Medical (AOM)
			Medical Care Coordination (MCC)
			HIV and STD Prevention Services in Long Beach
			Transportation Services
Nutrition Support			
GARTH	Gerald	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
			Promoting Healthcare Engagement Among Vulnerable Populations
			Transportation Services
GATES	Jerry	AETC	Part F Grantee
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
GREEN	Thomas	APAIT (aka Special Services for Groups)	HIV Testing Storefront
			Mental Health
			Transportation Services
HALFMAN	Karl	California Department of Public Health, Office of AIDS	Part B Grantee
KOCHEMS	Lee	Unaffiliated consumer	No Ryan White or prevention contracts
KING	William	W. King Health Care Group	No Ryan White or prevention contracts

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
MARTINEZ	Eduardo	AIDS Healthcare Foundation	Ambulatory Outpatient Medical (AOM)
			Benefits Specialty
			Medical Care Coordination (MCC)
			Mental Health
			Oral Healthcare Services
			STD Screening, Diagnosis and Treatment
			HIV Testing Storefront
			HIV Testing Social & Sexual Networks
			Sexual Health Express Clinics (SHEX-C)
			Transportation Services
			Medical Subspecialty
			HIV and STD Prevention Services in Long Beach
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)
			Transitional Case Management - Youth
			Promoting Healthcare Engagement Among Vulnerable Populations
MILLS	Anthony	Southern CA Men's Medical Group	Biomedical HIV Prevention
			Ambulatory Outpatient Medical (AOM)
			Medical Care Coordination (MCC)
			Promoting Healthcare Engagement Among Vulnerable Populations
			Sexual Health Express Clinics (SHEX-C)
			Transportation Services
MINTLINE (SBP Member)	Mark	Western University of Health Sciences	No Ryan White or prevention contracts
MORENO	Carlos	Children's Hospital, Los Angeles	Ambulatory Outpatient Medical (AOM)
			HIV Testing Storefront
			STD Screening, Diagnosis and Treatment
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			Transitional Case Management - Youth
			Promoting Healthcare Engagement Among Vulnerable Populations

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
MURRAY	Derek	City of West Hollywood	No Ryan White or prevention contracts
NASH	Paul	University of Southern California	Biomedical HIV Prevention Oral Healthcare Services
NELSON	Katja	APLA Health & Wellness	Case Management, Home-Based Benefits Specialty HIV Testing Storefront HIV Testing Social & Sexual Networks STD Screening, Diagnosis and Treatment Sexual Health Express Clinics (SHEX-C) Health Education/Risk Reduction Health Education/Risk Reduction, Native American Biomedical HIV Prevention Oral Healthcare Services Ambulatory Outpatient Medical (AOM) Medical Care Coordination (MCC) HIV and STD Prevention Services in Long Beach Transportation Services Nutrition Support
OROZCO	Jesus ("Chuy")	HOPWA-City of Los Angeles	No Ryan White or prevention contracts
PERÉZ	Mario	Los Angeles County, Department of Public Health, Division of HIV and STD Programs	Ryan White/CDC Grantee
PRECIADO	Juan	Northeast Valley Health Corporation	Ambulatory Outpatient Medical (AOM) Benefits Specialty Medical Care Coordination (MCC) Oral Healthcare Services Mental Health Biomedical HIV Prevention STD Screening, Diagnosis and Treatment Transportation Services
ROBINSON	Mallery	We Can Stop STDs LA	No Ryan White or prevention contracts
RODRIGUEZ	Isabella	No Affiliation	No Ryan White or prevention contracts
ROSALES	Ricky	City of Los Angeles AIDS Coordinator	No Ryan White or prevention contracts
SATTAH	Martin	Rand Schrader Clinic LA County Department of Health Services	Ambulatory Outpatient Medical (AOM)

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
SAN AGUSTIN	Harold	L.A. County Department of Health Services JWCH, INC.	Medical Care Coordination (MCC) 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)	Ambulatory Outpatient Medical (AOM) HIV Testing Storefront HIV Testing Social & Sexual Networks Medical Care Coordination (MCC)
STALTER	Kevin	Unaffiliated consumer	No Ryan White or prevention contracts
STEVENS	Reba	No Affiliation	No Ryan White or prevention contracts
THOMAS	Damone	Unaffiliated consumer	No Ryan White or prevention contracts
VALERO	Justin	Unaffiliated consumer	No Ryan White or prevention contracts
VEGA	Rene	Unaffiliated consumer	No Ryan White or prevention contracts
WALKER	Ernest	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



**LOS ANGELES COUNTY COMMISSION ON HIV 2022
OPERATIONS WORKPLAN**

Co-Chairs: Luckie Fuller, Justin Valero				
Approval Date: 2.24.22 Updated: 2.24.22				
Purpose of Work Plan: To focus and prioritize key activities for COH Committees and subgroups for 2022.				
#	TASK/ACTIVITY	DESCRIPTION	TARGET COMPLETION DATE	STATUS/NOTES/OTHER COMMITTEES INVOLVED
1	Develop the Comprehensive HIV Plan (CHP) 2022-2026	The Committee will gather, discuss, develop, and provide planning priorities for inclusion in the plan.	10/2022	
2	Assessment of the Administrative Mechanism (AAM)	Evaluate the speed and efficiency with which Ryan White Program funding is allocated and disbursed for HIV services in Los Angeles County. The Health Resources Administration (HRSA) expects planning council to complete the AAM on an annual basis.	June-July 2022	
3	Implement HealthHIV - Planning Council effectiveness assessment recommendations	Address Areas of Improvement from the HealthHIV Planning Council Effectiveness Assessment: (1) Member Recruitment and Retention; (2) Community Engagement/Representation; and (3) Streamlining the LAC COH's Work	Ongoing	See summary and recommendations
4	Implement 2022 Training Plan	Implement member-facilitated virtual trainings and discussions for ongoing learning and capacity building opportunities.	Feb-Dec 2022	Training Plan appvd 2.24.22.

LOS ANGELES COUNTY COMMISSION ON HIV 2022 OPERATIONS WORKPLAN

		*Additional training may be integrated at all COH subgroups as determined by members and staff		
5	Consumer Engagement and Retention Strategies	Development of engagement and retention strategies to align with CHP efforts: COH social media campaign	Ongoing	<ul style="list-style-type: none"> • January 27th: New Social Media initiative: Presentation/discussion led by C. LaPointe • Selected members will be participating in the CHATT PLANNING Learning Collaborative co-hort to develop a formal recruitment and retention plan. Updates to follow.
6	Membership Application Process: Update Application Interview Questions	Update application interview questions to a more condensed and community friendly format; strategize ways to streamline the interview process	April-May/2022	Updates/status provided: January, February, March, April.
7	Review Membership to Ensure PIR	Review membership to ensure PIR is reflected throughout the membership, to include Alternate seat review, seat changes, attendance	Quarterly	PIR reviewed in January.
8	Attendance Review	Review Attendance Matrix Quarterly	Quarterly	Attendance reviewed in January.



LOS ANGELES COUNTY COMMISSION ON HIV



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2022 Training Plan and Schedule

(Approved 2.24.22)

Objectives:

1. Fulfill federally required annual training for HIV Planning Councils
2. Fulfill training required by the County of Los Angeles for Commissioners
3. Offer a more flexible and self-directed learning schedule option for Commissioners
4. Provide ongoing support, coaching and technical assistance through a virtual study hour where Commissioners can ask questions, seek clarification on training materials, roles and responsibilities, and meeting discussions
5. Provide ongoing learning opportunities for Commissioners by offering supplemental course offerings and third-party resources that strengthen leadership, communication, and collaborative skills.

I. Core Mandatory Training

- a. **Format:** virtual live and available on-demand through WebEx recording on the Commission website
- b. **Frequency:** Quarterly
- c. **Topics:**
 - i. General Orientation
 - ii. Commission on HIV Overview
 - iii. Ryan White Care Act Legislative Overview
 - iv. Membership Structure and Responsibilities
 - v. Priority Setting and Resource Allocation Process
 - vi. Service Standards Development
 - vii. Policy Priorities and Legislative Docket Development Process

II. Supplemental Training Library – these are highly recommended training and intended to enhance the knowledge and skills of Commissioners in order to serve as effective community planners.

- a. **Format:** combination of virtual live, WebEx recording, or library of resources on Commission website
- b. **Topics**
 - i. Commission on HIV History (Document)
 - ii. Health Resources Services Administration Ryan White Part A Planning Council Primer (Document)

- iii. Executive Office of the Los Angeles County Board of Supervisors Commission Manual (Document)
- iv. Overview of HIV Data Sources (PowerPoint slides)
- v. Effective Communication and Listening Skills (PowerPoint slides)
- vi. Running and Facilitating Meetings (PowerPoint slides)
- vii. Co-Chair Roles and Responsibilities (Virtual live) (Dawn developing)
- viii. HIV and STD Funding Streams (Handout)
- ix. Constructively Candid Conversations | Training Series with the Human Relations Commission (PowerPoint slides and WebEx recordings)
- x. TargetHIV <https://targethiv.org/> – website link
- xi. Health Resources and Services Administration, HIV/AIDS Bureau – website link <https://hab.hrsa.gov/>
- xii. Centers for Disease Control and Prevention HIV – website link Centers for Disease Control and Prevention STD Training – website link
- xiii. Centers for Disease Control and Prevention STD Training – website link <https://www.cdc.gov/std/training/default.htm>
- xiv. <https://www.hiv.gov/> – website link

III. **Virtual Study Hour** – offered quarterly and hosted by staff and COH leadership (if available) to answer questions; clarify and sharpen understanding of the duties and responsibilities of the Commission/Commissioner; and ask questions about meeting discussions

IV. **Quizzes for Prizes**- ongoing quizzes to test and encourage ongoing learning for members.

Implementation Schedule (*subject to change to accommodate shifting needs and priorities*)

#	Activity	Date
1	Present 2022 Training Plan and Schedule to Operations for feedback	January 27 Completed
2	Update and finalize 2022 Training Plan and Schedule	February 24 Approval @ Ops meeting
3	General Orientation Commission on HIV Overview	March 29 @ 3pm- 4:30pm
4	Virtual Study Hour	April 12 @ 4pm-5pm
5	Ryan White Care Act Legislative Overview Membership Structure and Responsibilities	July 21 @ 3pm-4:30pm
6	Virtual Study Hour	August 17 @ 4pm-5pm
7	Priority Setting and Resource Allocation Process Service Standards Development	September 15 @3pm-

		4:30pm
8	Virtual Study Hour	October 20 @ 4pm-5pm
9	Policy Priorities and Legislative Docket Development Process November 16 @ 4pm-5pm Co-Chair Roles and Responsibilities (Virtual live) Nov 17 @ 4pm-5pm	November 16 @ 4pm-5pm Nov 17 @ 4pm-5pm
10	Virtual Study Hour	December 13 @ 4pm-5pm
11	<i>Additional training may be integrated at all Commission subgroups as determined by members in collaboration with staff</i>	Year-round/ongoing



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CODE OF CONDUCT

We welcome commissioners, guests, and the public into a space where people of all opinions and backgrounds are able to contribute. We create a safe environment that celebrates differences while striving for consensus and is characterized by consistent, professional, and respectful behavior. Our common enemies are HIV and STDs. We strive to be introspective and understand and clarify our assumptions, while appreciating the complex intersectionality of the lives we live. We challenge ourselves to be self-reflective and committed to an ongoing understanding. 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 strive for consensus and compassion in all our interactions.**
- 2) We respect others' time by starting and ending meetings on time, being punctual, and staying present.**
- 3) We listen, don't repeat what has already been stated, avoid interrupting others, and allow others to be heard.**
- 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) We give and accept respectful and constructive feedback.**
- 7) We keep all issues on the table (no "hidden agendas"), avoid monopolizing discussions and minimize side conversations.**
- 8) We have no place in our deliberations for homophobic, racist, sexist, and other discriminatory statements and "-isms" (including misogyny, transphobia, ableism, and ageism).**
- 9) We give ourselves permission to learn from our mistakes.**

Approved (11/12/1998); Revised (2/10/2005; 9/6/2005); **Revised (4/11/19; 3/3/22)**



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Jose Magaña

Application on file at Commission office

Interview panel: Luckie Alexander and Justin Valero



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Lamisha Crawford

Application on file at Commission office

Interview panel: Luckie Alexander and Justin Valero



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Jayda Arrington

Application on file at Commission office

Interview panel: Luckie Alexander, Justin Valero, and Carlos Moreno



2022 MEMBERSHIP ROSTER | UPDATED 3.10.22

SEAT NO.	MEMBERSHIP SEAT	Commissioners Seated	Committee Assignment	COMMISSIONER	AFFILIATION (IF ANY)	TERM BEGIN	TERM ENDS	ALTERNATE
1	Medi-Cal representative			Vacant		July 1, 2021	June 30, 2023	
2	City of Pasadena representative	1	EXC SBP	Erika Davies	City of Pasadena Department of Public Health	July 1, 2020	June 30, 2022	
3	City of Long Beach representative	1	OPS	Everardo Alvizo, LCSW	Long Beach Health & Human Services	July 1, 2021	June 30, 2023	
4	City of Los Angeles representative	1	PP	Ricky Rosales	AIDS Coordinator's Office, City of Los Angeles	July 1, 2020	June 30, 2022	
5	City of West Hollywood representative	1	PP&A	Derek Murray	City of West Hollywood	July 1, 2021	June 30, 2023	
6	Director, DHSP	1	EXC PP&A	Mario Pérez, MPH	DHSP, LA County Department of Public Health	July 1, 2020	June 30, 2022	
7	Part B representative	1	PP&A	Karl Halfman, MA	California Department of Public Health, Office of AIDS	July 1, 2020	June 30, 2022	
8	Part C representative	1	EXC PP&A	Frankie Darling Palacios (LOA)	Los Angeles LGBT Center	July 1, 2020	June 30, 2022	
9	Part D representative	1	SBP	Mikhaela Cielo, MD	LAC + USC MCA Clinic, LA County Department of Health Services	July 1, 2021	June 30, 2023	
10	Part F representative	1	PP	Jerry D. Gates, PhD	Keck School of Medicine of USC	July 1, 2020	June 30, 2022	
11	Provider representative #1	1	OPS	Carlos Moreno	Children's Hospital Los Angeles	July 1, 2021	June 30, 2023	
12	Provider representative #2			Vacant		July 1, 2020	June 30, 2022	
13	Provider representative #3	1	SBP	Harold Glenn San Agustin, MD	JWCH Institute, Inc.	July 1, 2021	June 30, 2023	
14	Provider representative #4	1	PP&A	LaShonda Spencer, MD	Charles Drew University	July 1, 2020	June 30, 2022	
15	Provider representative #5	1	SBP	Thomas Green	APAIT/Special Services for Groups (SSG)	July 1, 2021	June 30, 2023	
16	Provider representative #6	1	PP&A	Anthony Mills, MD	Men's Health Foundation	July 1, 2020	June 30, 2022	
17	Provider representative #7	1	EXC OPS	Alexander Luckie Fuller	Antioch University	July 1, 2021	June 30, 2023	
18	Provider representative #8	1	PP	Martin Sattah, MD	Rand Shrader Clinic, LA County Department of Health Services	July 1, 2020	June 30, 2022	
19	Unaffiliated consumer, SPA 1			Vacant		July 1, 2021	June 30, 2023	Damone Thomas (EXC OPS)
20	Unaffiliated consumer, SPA 2			Vacant		July 1, 2020	June 30, 2022	
21	Unaffiliated consumer, SPA 3			Vacant		July 1, 2021	June 30, 2023	Alasdair Burton (PP)
22	Unaffiliated consumer, SPA 4			Vacant		July 1, 2020	June 30, 2022	Rene Vega (SBP)
23	Unaffiliated consumer, SPA 5	1	EXC SBP	Kevin Stalter	Unaffiliated Consumer	July 1, 2021	June 30, 2023	
24	Unaffiliated consumer, SPA 6			Vacant		July 1, 2020	June 30, 2022	Reba Stevens (SBP)
25	Unaffiliated consumer, SPA 7			Vacant		July 1, 2021	June 30, 2023	Mallery Robinson (SBP)
26	Unaffiliated consumer, SPA 8	1	PP&A	Kevin Donnelly	Unaffiliated Consumer	July 1, 2020	June 30, 2022	
27	Unaffiliated consumer, Supervisorial District 1			Vacant		July 1, 2021	June 30, 2023	Michele Daniels (OPS)
28	Unaffiliated consumer, Supervisorial District 2			Vacant		July 1, 2020	June 30, 2022	
29	Unaffiliated consumer, Supervisorial District 3			Vacant		July 1, 2021	June 30, 2023	Eduardo Martinez (SBP/PP)
30	Unaffiliated consumer, Supervisorial District 4			Vacant		July 1, 2020	June 30, 2022	Isabella Rodriguez (PP)
31	Unaffiliated consumer, Supervisorial District 5			Vacant		July 1, 2021	June 30, 2023	
32	Unaffiliated consumer, at-large #1			Vacant		July 1, 2020	June 30, 2022	
33	Unaffiliated consumer, at-large #2	1	OPS PP&A	Joseph Green	Unaffiliated Consumer	July 1, 2021	June 30, 2023	
34	Unaffiliated consumer, at-large #3	1	PP&A	Felipe Gonzalez	Unaffiliated Consumer	July 1, 2020	June 30, 2022	
35	Unaffiliated consumer, at-large #4	1	EXC	Bridget Gordon	Unaffiliated Consumer	July 1, 2021	June 30, 2023	
36	Representative, Board Office 1	1	PP&A	Al Ballesteros, MBA	JWCH Institute, Inc.	July 1, 2020	June 30, 2022	
37	Representative, Board Office 2	1	EXC	Danielle Campbell, MPH	UCLA/MLKCH	July 1, 2021	June 30, 2023	
38	Representative, Board Office 3	1	EXC PP	Katja Nelson, MPP	APLA	July 1, 2020	June 30, 2022	
39	Representative, Board Office 4	1	EXC OPS SBP	Justin Valero, MA	No affiliation	July 1, 2021	June 30, 2023	
40	Representative, Board Office 5			Vacant		July 1, 2020	June 30, 2022	
41	Representative, HOPWA	1	PP&A	Jesus Orozco	City of Los Angeles, HOPWA	July 1, 2021	June 30, 2023	
42	Behavioral/social scientist	1	EXC PP	Lee Kochems	Unaffiliated Consumer	July 1, 2020	June 30, 2022	
43	Local health/hospital planning agency representative			Vacant		July 1, 2021	June 30, 2023	
44	HIV stakeholder representative #1			Vacant		July 1, 2020	June 30, 2022	
45	HIV stakeholder representative #2	1	SBP	Paul Nash, CPsychol AFBPsS FHEA	University of Southern California	July 1, 2021	June 30, 2023	
46	HIV stakeholder representative #3	1	OPS	Juan Preciado	Northeast Valley Health Corporation	July 1, 2020	June 30, 2022	
47	HIV stakeholder representative #4	1	SBP	Ernest Walker	Men's Health Foundation	July 1, 2021	June 30, 2023	
48	HIV stakeholder representative #5	1	EXC OPS	Gerald Garth, MS	Los Angeles LGBT Center	July 1, 2020	June 30, 2022	
49	HIV stakeholder representative #6	1	PP	Felipe Findley, PA-C, MPAS, AAHIVS	Watts Healthcare Corp	July 1, 2021	June 30, 2023	
50	HIV stakeholder representative #7	1	PP&A	William D. King, MD, JD, AAHIVS	W. King Health Care Group	July 1, 2020	June 30, 2022	
51	HIV stakeholder representative #8	1	OPS SBP	Miguel Alvarez	No affiliation	July 1, 2020	June 30, 2022	
TOTAL:		34						

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: 42

Planning Council/Planning Body Reflectiveness (Updated 3.15.22)

(Use HIV/AIDS Prevalence data as reported FY 2020 Application)

Race/Ethnicity	Living with HIV/AIDS in EMA/TGA*		Total Members of the PC/PB		Non- Aligned Consumers on PC/PB	
	Number	Percentage**	Number	Percentage**	Number	Percentage**
White, not Hispanic	13,965	27.50%	11	26.19%	4	9.53%
Black, not Hispanic	10,155	20.00%	11	26.19%	1	2.38%
Hispanic	22,766	44.84%	16	38.10%	1	2.38%
Asian/Pacific Islander	1,886	3.71%	4	9.52%	0	0.00%
American Indian/Alaska Native	300	0.59%	0	0.00%	0	0.00%
Multi-Race	1,705	3.36%	0	0.00%	0	0.00%
Other/Not Specified	0	0.00%	0	0.00%	0	0.00%
Total	50,777	100%	42	100%	6	14.29%
Gender						
Gender	Number	Percentage**	Number	Percentage**	Number	Percentage**
Male	44,292	87.23%	30	71.42%	5	11.91%
Female	5,631	11.09%	8	19.04%	1	2.38%
Transgender	854	1.68%	3	7.14%	0	0.00%
Unknown	0	0.00%	1	2.38%	0	0.00%
Total	50,777	100%	42	99.98%	6	14.29%
Age						
Age	Number	Percentage**	Number	Percentage**	Number	Percentage**
13-19 years	122	0.24%	0	0.00%	0	0.00%
20-29 years	4,415	8.69%	0	0.00%	0	0.00%
30-39 years	9,943	19.58%	16	38.09%	0	0.00%
40-49 years	11,723	23.09%	11	26.19%	1	2.38%
50-59 years	15,601	30.72%	8	19.05%	4	9.53%
60+ years	8,973	17.67%	7	16.66%	1	2.38%
Other	0	0.00%	0	0.00%	0	0.00%
Total	50,777	99.99%	42	99.99%	6	14.29%

**Percentages may not equal 100% due to rounding. **
(Includes alternates)