



LOS ANGELES COUNTY
COMMISSION ON HIV



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

Get in touch: hivcomm@lachiv.org

Subscribe to the Commission's Email List:

<https://tinyurl.com/y83ynuzt>

Join us in developing a progressive and inclusive agenda to address the disproportionate impact of HIV/STDs in our Transgender communities

TRANSGENDER CAUCUS

Virtual Meeting

**Tuesday, September 24, 2024
10:00AM-11:00AM (PST)**

Agenda and meeting materials will be posted on <http://hiv.lacounty.gov/Meetings> *Other Meetings

REGISTRATION NOT REQUIRED + SIMULTANEOUS TRANSLATION IN SPANISH AND OTHER LANGUAGES NOW AVAILABLE VIA CLOSED CAPTION FEATURE WHEN JOINING VIA WEBEX. CLICK [HERE](#) FOR MORE INFO.

TO JOIN BY COMPUTER:

<https://lacountyboardofsupervisors.webex.com/lacountyboardofsupervisors/j.php?MTI=D=mb95e2861eb71a948ba4b7c8d702e3590>

TO JOIN BY PHONE:

1-213-306-3065 Access Code/Event #: 2532 753 7004

Meeting Password: TRANSGENDER

If you experience challenges in logging into the virtual meeting, please refer to the WebEx tutorial [HERE](#) or contact Commission staff at 213.509.9199 or hivcomm@lachiv.org.

together.

WE CAN END HIV IN OUR COMMUNITIES ONCE & FOR ALL

Apply to become a Commission member at:

<https://www.surveymonkey.com/r/COHMembershipApp>

For application assistance, call (213) 738-2816 or email hivcomm@lachiv.org



LOS ANGELES COUNTY
COMMISSION ON HIV



510 S. Vermont Ave., 14th Floor • Los Angeles, CA 90020 • TEL (213) 738-2816
HIVCOMM@LACHIV.ORG • <https://hiv.lacounty.gov>

TRANSGENDER CAUCUS

Virtual Meeting Agenda

Tuesday, September 24, 2024 @ 10:00AM-11:00AM

To Join by Computer:

<https://lacountyboardofsupervisors.webex.com/lacountyboardofsupervisors/j.php?MTID=mb95e2861eb71a948ba4b7c8d702e3590>

Join by phone: 1-213-306-3065

Password: TRANSGENDER Access code: 2532 753 7004

- | | | |
|----|---|-----------------|
| 1. | WELCOME, INTRODUCTIONS & MEETING GUIDELINES | 10:00AM-10:05AM |
| 2. | COH STAFF REPORT/UPDATES | 10:05AM-10:15AM |
| | • Operational/County Updates | |
| 3. | UPDATES & DISCUSSION | 10:15AM-10:50AM |
| | • Co-Chair Elections | |
| | • Purpose of the COH and Caucuses | |
| | • Meeting Frequency | |
| 4. | RECAP AND NEXT STEPS | 10:50AM-10:55AM |
| 5. | PUBLIC COMMENT & ANNOUNCEMENTS | 10:55AM-11:00AM |
| 6. | ADJOURNMENT | 11:00AM |



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TRANSGENDER CAUCUS 2024 MEETING SCHEDULE | (updated 9.18.24)

All meetings are virtual unless a location is noted in blue.

DATE	KEY AGENDA ITEMS/TOPICS (subject to change; for planning purposes)
Jan 23 10am to 11:30 am	<ul style="list-style-type: none"> Nominate/Elect Co-Chairs for 2024 Develop meeting schedule and learning session topics for 2024
Feb 27 10am to 12pm REACH LA HQ	<ul style="list-style-type: none"> Priority Setting and Resource Allocation (PSRA) process overview Plan for Harm Reduction Institute
Mar 26 10am to 12pm	<ul style="list-style-type: none"> Service Standard Development overview Draft PSRA recommendations to PP&A Committee Plan for Harm Reduction Institute
Apr 23 10am to 12pm	<ul style="list-style-type: none"> Draft recommendations to PP&A Committee regarding PSRA process Review Public Policy Committee (PPC) Legislative Docket Share updates regarding Harm Reduction Institute
Apr 29 8:30am-3pm Vermont Corridor Terrace Level	Community Engagement Activity: Harm Reduction Institute. Event will take place at the Terrace Level (9 th Floor) of the Vermont Corridor (510. S. Vermont Ave. Los Angeles, CA 90020). Inform security/parking attendants that you are attending an event for the Commission on HIV.
May 28	MEETING CANCELLED
Jun 25	MEETING CANCELLED
Jul 23 10am to 11:30 am Vermont Corridor Terrace Level	<ul style="list-style-type: none"> Meeting will take place at the Terrace Level (9th floor) of the Vermont Corridor (510 S. Vermont Ave. Los Angeles, CA 90020). Inform security/parking attendants that you are attending a meeting for the Commission on HIV. Reflections from PRIDE and review meeting frequency
Aug 27	MEETING CANCELLED
Sep 24 10am to 11:00 am	<ul style="list-style-type: none"> Nominate/Elect Co-chairs
Oct 22 10am to 11:30 am	TBD
Nov 14 9am-4pm	<i>2024 Commission on HIV Annual Conference Location: MLK Behavioral Center</i>
Nov 26 10am to 11:30 am	Consider cancelling; Thanksgiving Holiday is on Nov. 28
Dec 24	MEETING CANCELLED

CAUCUSES ROLES & RESPONSIBILITIES

Caucuses are established by the Commission (COH) and provide a forum for COH members of a designated “special population” to discuss their COH-related experiences, strengthen that population’s voice in COH deliberations, and exchange perceptions of issues addressed by the COH among other COH members who are more likely to share/understand those perspectives.

Primary responsibilities include:

- Facilitating a forum for dialogue among the caucus members
- Developing the caucus voice at the COH and in the community
- Providing the caucus perspective on various COH issues
- Cultivating leadership in the caucus membership and population



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DUTY STATEMENT

COMMITTEE CO-CHAIR

(APPROVED 3-28-17)

In order to provide effective direction and guidance for the Commission on HIV, Committee Co-Chairs must meet the following demands of their office, representation and leadership:

COMMITTEE LEADERSHIP:

- ① Serves as Co-Chair of a standing Commission Committee, and leads those monthly meetings
- ② Leads Committee decision-making processes, as needed
- ③ Meets monthly with Executive Director, or his/her designee, to prepare the Committee meeting agendas, course of action and assists Commission staff in the preparation of motions, backup materials and information for meetings, as necessary and appropriate
- ④ Assigns and delegates work to Subcommittees, task forces and work groups
- ⑤ Serves as a member of the Commission's **Executive Committee**

MEETING MANAGEMENT:

- ① Serves as the Presiding Officer at the Committee meetings
- ② In consultation with other Co-Chair and senior Commission staff member(s), leads the Committee meetings,
 - conducting business in accordance with Commission actions/interests
 - recognizing speakers, stakeholders and the public for comment at the appropriate times
 - controlling decorum during discussion and debate and at all times in the meeting;
 - imposing meeting rules, requirements and limitations
 - calling meetings to order, for recesses and adjournment in a timely fashion and according to schedule, or extending meetings as needed
 - determining consensus, objections, votes, and announcing roll call vote results
 - ensuring fluid and smooth meeting logistics and progress
 - finding resolution when other alternatives are not apparent
 - ruling on issues requiring settlement and/or conclusion
- ③ Ability to put aside personal advocacy interests, when needed, in deference to role as the Committee's Presiding Officer.

REPRESENTATION:

In consultation with the Executive Director, Committee Co-Chairs:

- ① May **ONLY** serve as Committee spokesperson at various events/gatherings, in the public, with public officials and to the media if approved by the Commission Co-Chairs and Executive Director
- ② Take action on behalf of the Committee, when necessary

Duty Statement: Committee Co-Chair

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- ③ Generates, signs and submits official documentation and communication on behalf of the Committee
- ③ Present Committee findings, reports and other information to the full Commission, Executive Committee, and, as appropriate, other entities
- ⑤ Represent the Committee to the Commission, on the Executive Committee, and to other entities
- ⑥ Support and promote decisions resolved and made by the Committee when representing it, regardless of personal views

KNOWLEDGE:

- ① CDC HIV Prevention Program, Ryan White Program (RWP), and HIV/AIDS and STI policy and information
- ② LA County Comprehensive HIV Plan and Comprehensive HIV Continuum
- ③ LA County's HIV/AIDS and STI, and other service delivery systems
- ④ County policies, practices and stakeholders
- ⑤ Ryan White Program legislation, State Brown Act, applicable conflict of interest laws
- ⑥ County Ordinance and practices, and Commission Bylaws
- ⑦ Topical and subject area of Committee's purview
- ⑧ **Minimum of one year active Committee membership prior to Co-Chair role**

SKILLS/ATTITUDES:

- ① Sensitivity to the diversity of audiences and able to address varying needs at their levels
- ② Life and professional background reflecting a commitment to HIV/AIDS and STI-related issues
- ③ Ability to demonstrate parity, inclusion and representation
- ④ Take-charge, "doer", action-oriented; ability to recruit involvement and interest
- ⑤ Unintimidated by conflict/confrontation, but striving for consensus whenever possible
- ⑥ Firm, decisive and fair decision-making practices

COMMITMENT AND ACCOUNTABILITY TO THE OFFICE:

- ① Put personal agenda aside and advocate for what's in the best interest of the Commission
- ② Devote adequate time and availability to the Commission and its business
- ③ Assure that members' and stakeholders' rights are not abridged
- ④ Advocate strongly and consistently on behalf of Commission's and people living with and at risk for HIV, interests
- ⑤ Always consider the views of others with an open mind
- ⑥ Actively and regularly participate in and lead ongoing, transparent decision-making processes
- ⑦ Respect the views of other regardless of their race, ethnicity, sexual orientation, HIV status or other factors



CALL FOR ABSTRACTS 2024 ANNUAL CONFERENCE

Breakout session tracks:

- Innovations in Prevention
- Building Community & Fostering Relationships
- Best Practices & Creative Approaches to Integrated HIV Care
- Meaningful and Impactful Planning Council and Community Engagement

Deadline: September 27

MLK Behavioral 12021 S.
Wilmington Ave, Los Angeles, CA
90059
9am to 4pm | November 14, 2024

***Breakout sessions will occur in
the afternoon***.

Scan QR Code to submit an
abstract.



The Commission on HIV is accepting breakout session abstracts that support the Annual Conference theme of ***Bold Transformation to Confront and End HIV***. Click [HERE](#) to submit your breakout session abstract. Breakout sessions will occur in the afternoon after lunch.

Topic ideas



Innovations in Prevention

- PrEP navigation in the context of social determinants of health and broadly in areas of social deprivation.
- Doxy PEP and DoxyPrEP
- PrEP and other advances in HIV prevention science
- Digital and remote/telehealth and how technology plays a role in HIV/STD service navigation.
- Strategic outreach for priority populations

Building Community and Fostering Relationships

- Medical mistrust and distrust within the context of the experiences of various priority populations such as communities of color and older adults living with HIV.
- Effective and culturally/age-appropriate prevention and care services for priority populations
- STI prevention and the intersection with medical mistrust and distrust.
- Intersectionality and reducing stigma
- HIV workforce and consumer partnerships – Power sharing and opening lines of communication

Best Practices and Creative Approaches to Integrated HIV Care

- Treatment advances and clinical trials
- Effective models of comprehensive care
- Intersectionality and innovative approaches in integrated HIV care
- HIV as primary care
- Culturally tailored wellness approaches for priority populations
- Non-traditional approaches to engaging and retaining individuals in prevention and care

Meaningful and Impactful Planning Council and Community Engagement

- Using intersectionality to inform the work of the Commission
- Harnessing the power of community advisory boards
- Fostering positive client and provider relationships
- High-impact community planning models and strategies



Public Comment Period for Draft **Transportation** Service Standards

Posted: September 12, 2024

The Los Angeles County Commission on HIV (COH) announces an opportunity for the public to submit comments for the draft Transportation service standards revised by the Standards and Best Practices Committee. Comments from consumers, providers, HIV prevention and care stakeholders, and the general public are welcome. A draft of the revised Transportation Services service standards is posted to the COH website and can be found at: <https://hiv.lacounty.gov/service-standards>

Consider responding to the following questions when providing public comment:

1. Are the standards presented up-to-date and consistent with National standards of high-quality HIV prevention and care services?
2. Are the standards reasonable and achievable for providers? Why or why not?
3. Do the services meet consumer needs? Why or why not?
4. Is there anything missing from the standards related to HIV prevention and care?
5. Do you have any additional comments related to the Transportation service standards and/or Transportation services?

Email comments to HIVCOMM@LACHIV.ORG by **September 30, 2024**.

TRANSPORTATION SERVICE STANDARDS

IMPORTANT: Service standards must adhere to requirements and restrictions from the federal agency, Health Resources and Services Administration (HRSA). The key documents used in developing standards are as follows:

- [Ryan White HIV/AIDS Program Services: Eligible Individuals & Allowable Uses of Funds Policy Clarification Notice \(PCN\) #16-02 \(Revised 10/22/18\)](#)
- [HIV/AIDS Bureau, Division of Metropolitan HIV/AIDS Programs National Monitoring Standards for Ryan White Part A Grantees: Program – Part A](#)
- [Service Standards: Ryan White HIV/AIDS Programs](#)

INTRODUCTION

Service standards for the [Ryan White HIV/AIDS Part A Program](#) (RWP) outline the elements and expectations a service provider should follow when implementing a specific service category. The purpose of the standards is to ensure that all RWHAP service providers offer the same fundamental components of the given service category. The standards set the minimum level of care Ryan White-funded service providers may offer clients; service providers are encouraged to exceed these standards.

The [Los Angeles County Commission on HIV](#) (COH) developed the Transportation service standards to establish the minimum service necessary to provide transportation services to assist people living with HIV adhere to their Ryan White medical and support services appointments and sessions. The development of the standards included review of current guidelines, as well as feedback from service providers, people living with HIV, members of the COH's Standards and Best Practices (SBP) Committee, COH caucuses, and the public-at-large. All service standards approved by the COH align with the [Universal Service Standards and Client Bill of Rights and Responsibilities](#) (Universal Standards) approved by the COH on January 11, 2024. Transportation Services providers must also follow the Universal Standards in addition to the standards described in this document.

TRANSPORTATION SERVICES OVERVIEW

Transportation services is the provision of non-emergency transportation that enables an eligible Ryan White Program (RWP) client and their caregiver(s) to access or be retained in core medical and support services on an as-needed basis. The goal of transportation services is to reduce barriers by assisting clients with accessing, maintaining, and adhering to primary health care, prevention, social services, and other HIV-related support services. Transportation can include:

- Taxi Services and rideshare services
- Public Transportation Services: Transit Access Pass (TAP) Cards, Commuter and Light rail services
- Van Transportation Services

SERVICE COMPONENTS

GENERAL CONSIDERATIONS

Transportation service provider staff must ensure clients are connected to the most appropriate transportation services that are timely, cost-efficient, safe, and respectful. Transportation services are strictly limited to non-emergency medical and support services and shall not be utilized for medical emergency, recreational and/or entertainment purposes. All transportation services will be provided in

accordance with Commission on HIV service standards, applicable local laws and regulations, and in compliance with the [Americans with Disabilities Act](#).

Each eligible client receiving transportation services must have on file appropriate eligibility documentation and a written assessment stating the criteria used to determine the different type(s) of transportation best suited for that individual. Agencies are expected to provide the most economical means of transportation when possible. To be eligible for taxi or van transportation services, a client must be unable to use public transit services due to at least one of the following:

- Documented health reasons
- Health/safety reasons due to time of day
- Necessary location is not accessible by public transportation
- Pregnant and/or traveling with children

STANDARD		DOCUMENTATION
1	Clients receiving transportation will be eligible and assessed for the most appropriate means of service.	Client record to include eligibility documentation and transportation assessment.
2	Transportation services will be provided in compliance with ADA.	Program review and monitoring to confirm.
3	Transportation services will be provided in accordance with policies and procedures formulated by the Division on HIV and STD Programs (DHSP) and consistent with local laws and regulations.	Program review and monitoring to confirm.

TAXI SERVICES

Taxi services include providing vehicles able to accommodate passenger’s wheelchair, taxi staff and drivers who are bilingual in Spanish (when requested in advance), and on-demand car services or rideshare services. Agencies coordinate taxi services for eligible clients which includes scheduling on-demand car services or rideshare services such as Access, Lyft, and Uber. All drivers will hold and maintain a valid Class “C” or higher California driver’s license with passenger endorsement and valid [Los Angeles Department of Transportation](#) (LADOT) driver permit. For more information on the requirements visit the LADOT website. Additionally, all taxi and rideshare service providers will abide by their respective agency Community Guidelines¹ to ensure clients receive Transportation services that are safe, kind, and respectful. Clients may report a grievance by contacting the Division on HIV and STD Programs (DHSP) [Customer Support Program](#) at (800) 260-8787.

STANDARD		DOCUMENTATION
1	Taxi services will include providing: <ul style="list-style-type: none"> • Vehicles able to accommodate passenger’s wheelchair • Taxi staff and drivers who are bilingual in Spanish when requested in advance • On-demand car services or rideshare services 	Program review and monitoring to confirm.

2	All drivers have valid Class “C” or higher California driver’s license with passenger endorsement and Los Angeles Department of Transportation driver permit.	Copies of driver’s licenses and permits on file at contractor agency.
3	All taxi and rideshare service providers will abide by their respective agency Community Guidelines to ensure clients receive Transportation services that are safe, kind, and respectful. Clients may report a grievance by contacting the Division on HIV and STD Programs (DHSP) Customer Support Program .	Contractors will provide clients receiving transportation services with the contact information for the Division on HIV and STD Programs (DHSP) Customer Support Program .

PUBLIC TRANSPORTATION SERVICES

Public transportation services are provided through the Metropolitan, Antelope Valley, Foothill and Long Beach Transit Authorities in the form of Transit Access Pass (TAP) cards, reduced fare passes, and MetroLink train passes. Agencies are required to identify the most economical means of public transportation appropriate to eligible clients. Agencies who serve clients in areas covered by other local transit authorities should be aware of and refer their clients to local transportation services.

STANDARD		DOCUMENTATION
1	Public transportation will be encouraged for general use when appropriate.	Record of disbursement of public transportation and transportation assessments on file at provider agency.
2	Agencies will record distribution of public transportation services, including: <ul style="list-style-type: none"> • Date • Client name • Type of assistance given and number • Purpose of the trip • Name of person disbursing services 	Public transportation services log on file at provider agency.

VAN TRANSPORTATION SERVICES

Van transportation services include providing rides to eligible clients and their caregivers in agency owned and operated vans. Agency staff or volunteers providing van transportation services must hold and maintain a valid Class “C” or higher California driver’s license. Vehicles used for transportation services must have a current license and registration, insurance, and be mechanically well-maintained. All vehicles must contain a first aid kit and a fire extinguisher that are regularly maintained. Vehicles used for transportation services must be able to accommodate wheelchairs that may be folded and placed in the van by the driver. If such vehicles are not available, agencies must provide other transportation options able to accommodate clients in wheelchairs. Additionally, agencies will provide and ensure use of child restraint devices, as needed, that meet federal safety standards for all children under six years of age regardless of weight and under sixty pounds regardless of age. At no time will an agency, staff, drivers, or volunteer solicit or accept surcharges, tips, or gratuities for their services. Clients may report a grievance by contacting the Division on HIV and STD Programs (DHSP) [Customer Support Program](#). All drivers will complete First Aid and CPR training provided by an approved institution and maintain current certifications; and complete driver safety training on an annual basis. All drivers, volunteer drivers and

contract staff are encouraged to attend the DHSP [HIV Basics for Taxicab Drivers training](#) prior to providing transportation services.

Agencies providing van transportation services are responsible for:

- Promoting the availability to van transportation services through contacts with service providers
- Developing and implementing client eligibility criteria
- Developing written protocols to assure that cost-effective transportation options are being used on a consistent basis. Protocols will direct staff to assess and choose the transportation option which both meets the client’s need and is most cost-effective.
- Providing training and/or a policy manual to guide staff in assessing client’s need for transportation, the appropriateness of specific transportation options for clients and the relative cost effectiveness for these options.
- Developing written protocols to assure that cost-effective transportation options are being used on a consistent basis. Protocols will direct staff to assess and choose the transportation option which both meets the client’s need and is most cost-effective.
- Providing training and/or a policy manual to guide staff in assessing client’s need for transportation, the appropriateness of specific transportation options for clients and the relative cost effectiveness for these options.
- Maintaining documentation of all training of the transportation staff and volunteers.

STANDARD		DOCUMENTATION
1	All drivers and volunteer drivers will have California Class “C” or higher license.	Copies of driver’s licenses on file at provider agency.
2	Agencies will promote the availability of van transportation services to their clients.	Outreach/promotion plan on file at provider agency.
3	Van transportation programs will develop eligibility criteria.	Written eligibility materials on file at provider agency.
4	Van transportation programs will: <ul style="list-style-type: none"> • Provide services in licensed, registered, insured and well-maintained vehicles • Provide a first aid kit and fire extinguisher in each vehicle • Provide child restraint devices, as needed • Provide vehicles able to accommodate wheelchairs or other transportation options able to accommodate clients in wheelchairs 	Program review and monitoring to confirm.
5	Van transportation programs will develop cost effectiveness protocols.	Cost effectiveness protocols on file at provider agency.
6	Van transportation programs will provide training and/or a policy manual for assessing client’s need for transportation.	Transportation assessment manual or record of assessment training on file at provider agency.
7	Van transportation programs will maintain vehicle and insurance records.	Documentation insurances for all vehicles and drivers and record of regular and preventive

		maintenance of vehicles on file at provider agency.
8	Van transportation programs will maintain trip records, including: <ul style="list-style-type: none"> • Date • Time and place of departure • Destination • Time of arrival • Odometer readings • Number of clients per trip • Client names 	Trip logs on file at provider agency.
9	Van transportation programs will maintain records of trainings and medical examinations.	Documentation of trainings and medical examinations of drivers on file at provider agencies.
10	Drivers and volunteer drivers will be trained on (at minimum): <ul style="list-style-type: none"> • First Aid/CPR and maintain certifications • Driver safety training (annually) • Transportation options available • Priority protocol • Emergency procedures 	Record of trainings on file at provider agency.

ⁱ <https://www.lyft.com/safety/community-guidelines>
<https://www.uber.com/legal/en/document/?name=general-community-guidelines&country=united-states&lang=en&uclid=03fd12b2-a9b9-4284-8839-d1b183b98dad>