



LOS ANGELES COUNTY
COMMISSION ON HIV



3530 Wilshire Boulevard, Suite 1140 • Los Angeles, CA 90010 • TEL (213) 738-2816 • FAX (213) 637-4748
HIVCOMM@LACHIV.ORG • http://hiv.lacounty.gov

While not required of meeting participants, signing-in constitutes public notice of attendance. Presence at meetings is recorded solely based on sign-in sheets, and not signing-in constitutes absence for Commission members. Only members of the Commission on HIV are accorded voting privileges, thus Commissioners who have not signed in cannot vote. Sign-in sheets are available upon request.

**EXECUTIVE COMMITTEE
MEETING MINUTES**

May 23, 2019



MEMBERS PRESENT	MEMBERS ABSENT	PUBLIC	COMM STAFF/ CONSULTANTS
Grissel Granados, MSW, <i>Co-Chair</i>	Al Ballesteros, MBA	Craig Scott	Cheryl Barrit, MPIA
Jason Brown	Joseph Cadden, MD	Carlos Moreno	Carolyn Echols-Watson, MPA
Aaron Fox	Michele Daniels	DHSP STAFF	Dawn McClendon
Miguel Martinez, MPH, MSW	Bridget Gordon	N/A	Doris Reed
Katja Nelson			James Stewart
Mario Pérez, MPH			Julie Tolentino, MPH
Juan Preciado			Sonja Wright, MS, Lac
Kevin Stalter			
Greg Wilson			

CONTENTS OF COMMITTEE PACKET

- 1) **Agenda:** Executive Committee Meeting Agenda, 5/23/19
- 2) **Minutes:** Executive Committee Meeting Minutes, 4/25/19
- 3) **Budget:** Commission Operating PY Budget and Analysis, 4/30/19
- 4) **Recommendations:** 2019 Annual Meeting Planning Recommendations, 5/20/19
- 5) **Code:** Code of Conduct, 4/11/2019
- 6) **Table:** Los Angeles County Commission on HIV, Public Comment Tracker, ongoing
- 7) **Table:** 2019 (Proposed) Membership Slate, 5/21/19
- 8) **Docket:** 2019-2020 Legislative Docket, 5/6/19

CALL TO ORDER, INTRODUCTIONS, CONFLICTS OF INTEREST: Ms. Granados called the meeting to order at 1:02 pm.

I. ADMINISTRATIVE MATTERS

1. APPROVAL OF AGENDA

MOTION #1: Approve revision to Agenda order to move up Consumer Caucus report (*Passed by Consensus*).

2. APPROVAL OF MEETING MINUTES

MOTION #2: Approve the 4/25/19 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:** There were no items.

IV. REPORTS

5. CAUCUS, TASK FORCE, AND WORK GROUP REPORTS

- A. **Consumer Caucus:** An inquiry was made as to the appropriate venue to debrief Consumer Caucus meetings. Concerns were expressed surrounding the discussion at the May 9, 2019 Consumer Caucus meeting where race was inappropriately invoked during an ice breaker activity as well as during a larger discussion regarding the type and quantity of trainings offered to members of color.
- COH Co-chairs indicated they will discuss further to determine appropriate parameters and a corrective action plan pursuant to the newly revised Code of Conduct and other impending policies.

EXECUTIVE DIRECTOR/STAFF REPORT

- A. **COH Program Year 29 Operational Budget:** Executive Director Cheryl Barrit led Committee in review of the budget. In response, the Division of HIV/STD Programs' (DHSP) Director, Mario J. Pérez, expressed his concerns regarding the increasing nature of the budget. He stated that the budget, as-is, is unsustainable and DHSP would not be able to continually support the COH at this level. Although Mr. Pérez indicated he was unable to propose a funding level that would be equitable at this time, he requested that the COH determine what its core responsibilities are, percentage of time the COH spends on HIV/STD planning, review/compare prior program year budget/expenses, and assess other similarly-structured planning councils for comparison, as a means to reach a resolution on this matter.
- Committee agreed to include the budget as a standing agenda item moving forward until a resolution is reached.
 - COH staff will report back on the items recommended at the next meeting.

B. **6/3/2019 COH Meeting Agenda Preparation:**

- Committee members expressed concern with scheduling multiple presentations in one COH meeting; too much data to digest in one sitting. It was suggested that one presentation be agendized per meeting.
- The following items are scheduled for the upcoming COH meeting agenda:
 - Dr. Ekow Sey will present on the Medical Monitoring Project (MMP) on behalf of DHSP
 - A special panel discussion will take place in commemoration of National Native American HIV/AIDS Awareness Day; thanks to Michelle Enfield for her contributions in coordinating
 - COH staff to disseminate event flyer prior to COH meeting.
 - DHSP will present an update on the Linkage+Retention Program (LRP) in July
 - Prioritize PPC/Legislative Docket on agenda for June's meeting

- C. **2019 Annual Meeting Preparation:** Meeting will be held at St. Anne's. Planning still ongoing; refer to draft agenda/recommendations in packet.

6. CO-CHAIR REPORT

A. **Meeting Management Updates and Reminders:**

- (1) Revised Code of Conduct. Committee recommended that the revised Code of Conduct be displayed in a simpler format at COH meetings and in poster-form in COH conference room.
- COH Staff will project Code of Conduct at all COH meetings moving forward in a simpler format and order a poster-size version for the COH conference room.

B. **5/9/19 COH Meeting Review & Follow Up:**

- (1) Public Comment. No public comment provided.
- (2) COH Member New Business Items. In response to an inquiry made by Mr. Perez (DHSP) regarding addressing inaccurate and/or non-agendized comments made by members of the public, per guidance from County Counsel, DHSP, in its official capacity, can clarify/address a public comment so long as it does not materialize in a full discussion or require decision-making.

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

- Mr. Pérez reported on the STD Federal Action Plan and suggested a coordinated response with the COH contingent upon approvals from Dr. Barbara Ferrer and the CEO Intergovernmental Affairs Unit. He further reported that there had been a number of listening sessions already convened on the plan.
➤ COH will provide DHSP language for a coordinated response by the June 3, 2019 deadline.
- Mr. Pérez reported on the Ending the Epidemic campaign and indicated that the Center for Disease Control (CDC) will be pushing out resources across 48 states. He emphasized that the academic institutions must be a part of the conversation for the campaign to be widely effective.

8. STANDING COMMITTEE REPORTS

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

(1) Review of Priority and Allocation Setting Process:

- Dr. Michael Green (DHSP) suggested that the Committee review the Ryan White Program (RWP) Year 29 grant application to gain a greater understanding of data for purposes of planning.
- DHSP provided follow-up information regarding food services, transportation, Housing for Health to include an increase in clients to 90, and the RWP eligibility card
- Committee scheduled an all-day meeting on July 23, 2019 to review utilization service data

B. Standards and Best Practices (SBP) Committee:

(1) HIV Continuum Framework: Committee is reviewing the continuum framework for updates.

(2) Universal Standards of Care (SOC): Committee is finalizing the Universal Standards; they are currently out for public comment.

C. Operations Committee:

(1) Policies and Procedures: Committee agreed to send Jazielle Newsome an attendance letter as a result of excessive absences pursuant to the Attendance Policy.

(2) Membership Management:

(a) 2019 Renewal Membership Slate Update: Committee is finalizing renewal membership slate for July COH approval.

D. Public Policy Committee:

(1) County Policy and Budget:

(a) 2019-2020 Legislative Session Docket: Committee reviewed docket.

MOTION #3: Approve the 2019-2020 Legislative Session Docket, as presented (*Passed by Consensus*).

(2) State Policy, Legislation, and Budget:

(a) California HIV Alliance: The California HIV Alliance will convene town hall meetings for Ending the Epidemic in the upcoming year.

- State senate proposed ongoing 20/20/20 (\$20 million) funding for STD, HEP C prevention and harm reduction; Assembly not as generous and instead proposes 10/10/10 (\$10 million) for each service category.
- Governor agreed to expansion for Health for All to include undocumented young adults who are financially eligible as well as a proposal for increased subsidies for Covered California.
- Budget goes into effect July 1, 2019; Governor has line item veto authority.

(3) Federal Policy, Legislation, and Budget: No updates.

9. CAUCUS, TASK FORCE, AND WORK GROUP REPORTS

A. Assessment of the Administrative Mechanism (AAM) Work Group: No updates

B. Aging Task Force: Task Force continues to review applicable data.

C. HIV Service Awards Work Group: No updates.

D. Black/African American Community Task Force: Task Force compiling a list of recommendations from stakeholders to be presented at the July 25, 2019 Executive Committee meeting.

E. Consumer Caucus: *Report moved up on agenda.*

F. Women's Caucus: Next meeting scheduled for June 19, 2019.

G. Transgender Caucus: Caucus focusing on recruitment efforts and drafting list of recommendations.

V. NEXT STEPS

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

11. AGENDA DEVELOPMENT FOR NEXT MEETING: There were no additional items.

VI. ANNOUNCEMENTS

12. OPPORTUNITY FOR PUBLIC AND COMMITTEE TO MAKE ANNOUNCEMENTS:

- It was announced that on Sunday, May 26th from 9:00 – 10:30am in front of the Minority Aids Project (5149 Jefferson Blvd), a re-naming of the intersection to Carl Bean Square will take place; immediately following the re-naming will be a 75th birthday celebration.

VII. ADJOURNMENT

13. ADJOURNMENT: The meeting adjourned at 3:00 pm.