



LOS ANGELES COUNTY  
**COMMISSION ON HIV**



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

Get in touch: [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org)

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# Operations Committee Meeting

Thursday, March 27, 2025

10:00am-12:00pm (PST)

**510 S. Vermont Ave, Terrace Conference Room TK11  
Los Angeles, CA 90020**

***\*\*Validated Parking: 523 Shatto Place, LA 90020\*\****

*As a building security protocol, attendees entering from the first-floor lobby must notify security personnel that they are attending the Commission on HIV meeting in order to access the Terrace Conference Room (9<sup>th</sup> floor) when our meetings are held.*

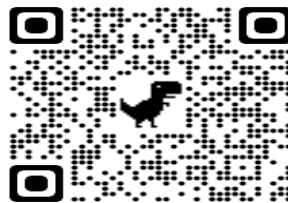
Agenda and meeting materials will be posted on our website at  
<https://hiv.lacounty.gov/operations-committee>

**Members of the Public May Join in Person or Virtually.  
For Members of the Public Who Wish to Join Virtually, Register Here:**

<https://lacountyboardofsupervisors.webex.com/weblink/register/rc8b71884479494888c8ea9d83ed28ce2>

To Join by Telephone: 1-213-306-3065

Password: OPERATIONS Access Code: 2539 948 2023



**Notice of Teleconferencing Sites:**

None

## 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](mailto:hivcomm@lachiv.org)



LOS ANGELES COUNTY  
**COMMISSION ON HIV**



510 S. Vermont Ave., 14<sup>th</sup> Floor, Los Angeles CA 90020  
MAIN: 213.738.2816 EMAIL: [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org) WEBSITE: <https://hiv.lacounty.gov>

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

**Thursday, March 27, 2025 | 10:00 AM – 12:00 PM**

510 S. Vermont Ave  
Terrace Level Conference Room TK05  
Los Angeles, CA 90020  
Validated Parking: 523 Shatto Place, Los Angeles 90020

**MEMBERS OF THE PUBLIC:**

To Register + Join by Computer:

<https://lacountyboardofsupervisors.webex.com/weblink/register/rc8b71884479494888c8ea9d83ed28ce2>

To Join by Telephone: 1-213-306-3065

Password: OPERATIONS Access Code: 2539 948 2023

Operations Committee (OPS) Members:			
Justin Valero, MA <i>Co-Chair</i>	Erica Robinson <i>Co-Chair</i>	Miguel Alvarez	Jayda Arrington
Alasdair Burton (Executive, At-Large)	Joaquin Gutierrez ( <i>Alternate</i> )	Bridget Gordon (Executive, At-Large)	Ish Herrera
Leon Maultsby	Vilma Mendoza	Aaron Raines ( <i>Alternate</i> )	Dechelle Richardson (Executive, At-Large)
QUORUM: 6			

**AGENDA POSTED:** March 20, 2025

**SUPPORTING DOCUMENTATION:** Supporting documentation can be obtained via the Commission on HIV Website at: <http://hiv.lacounty.gov> or in person. The Commission Offices are located at 510 S. Vermont Ave., 14<sup>th</sup> Floor Los Angeles, 90020. **Validated parking is available at 523 Shatto Place, Los Angeles 90020. \*Hard copies of materials will not be made available during meetings unless otherwise determined by staff in alignment with the County's green initiative to recycle and reduce waste.**

**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 Committee's consideration of the item, that is within the subject matter jurisdiction of the Committee. 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](mailto:hivcomm@lachiv.org) -or- submit your Public Comment electronically [here](#). 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 (213) 738-2816 or via email at [HIVComm@lachiv.org](mailto:HIVComm@lachiv.org).

Los servicios de interpretación para personas con impedimento auditivo y traducción para personas que no hablan Inglés están disponibles sin costo. Para pedir estos servicios, póngase en contacto con Oficina de la Comisión al (213) 738-2816 (teléfono), o por correo electrónico a [HIVComm@lachiv.org](mailto:HIVComm@lachiv.org), por lo menos setenta y dos horas antes de la junta.

### **I. ADMINISTRATIVE MATTERS**

- |  |                                      |
|--|--------------------------------------|
| 1. Call to Order & Meeting Guidelines/Reminders                | 10:00 AM – 10:03 AM                  |
| 2. Introductions, Roll Call, & Conflict of Interest Statements | 10:03 AM – 10:05 AM                  |
| 3. Approval of Agenda  | <b>MOTION #1</b> 10:05 AM – 10:08 AM |
| 4. Approval of Meeting Minutes                                 | <b>MOTION #2</b> 10:08 AM – 10:10 AM |

### **II. PUBLIC COMMENT**

10:10 AM – 10:15 AM

5. Opportunity for members of the public to address the Committee of items of interest that are within the jurisdiction of the Committee. For those who wish to provide public comment may do so in person, electronically by clicking [here](#), or by emailing [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org).

### **III. COMMITTEE NEW BUSINESS ITEMS**

6. Opportunity for Committee 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**

- |  |                     |
|--|---------------------|
| 7. Executive Director/Staff Report   | 10:15 AM – 10:25 AM |
| a. Operational Updates   |                     |
| b. COH Restructure   Debrief   |                     |
| 8. Co-Chair's Report   | 10:25 AM – 10:35 AM |
| a. 2025 Work Plan  |                     |
| b. <a href="#">2025 Commissioner Training Schedule</a>   |                     |
| c. 2025 <a href="#">Conflict of Interest Form</a> and <a href="#">Parity, Inclusion and Reflectiveness Survey</a> - Reminder |                     |
| 9. Operations Committee Efficiency and Improvement Roundtable Discussion   | 10:35 AM – 11:35 AM |
| 10. Membership Management Report   | 11:35 AM—11:45 AM   |

- a. Membership Applications | Status
- b. Mentorship Pairing
- 11. Assessment of the Efficiency of the Administrative Mechanism (AEAM) 11:45 AM – 11:50 AM
- 12. Recruitment, Retention and Engagement 11:50 AM – 11:55 AM
  - a. Outreach Team
    - (1) PRIDE Events
  - b. Member Contributions/Participation | Report Out  
*(Purpose: To provide an opportunity for Operations Committee members to report updates related to their community engagement, outreach, and recruitment efforts and activities in promoting the Commission)*

**V. NEXT STEPS**

11:55 AM – 11:57 AM

- 13. Task/Assignments Recap
- 14. Agenda development for the next meeting

**VI. ANNOUNCEMENTS**

11:57 AM – 12:00 PM

- 15. Opportunity for members of the public and the committee to make announcements.

**VII. ADJOURNMENT**

12:00 PM

- 16. Adjournment for the meeting March 27, 2025

PROPOSED MOTIONS	
<b>MOTION #1</b>	Approve the Agenda Order, as presented or revised.
<b>MOTION #2</b>	Approve the Operations Committee minutes, as presented or revised.





## LOS ANGELES COUNTY COMMISSION ON HIV



Approved by COH  
6/8/23

510 S. Vermont Ave 14<sup>th</sup> Floor • Los Angeles, CA 90020 • TEL (213) 738-2816 • FAX (213) 637-6748

HIVCOMM@LACHIV.ORG • <http://hiv.lacounty.gov>

### CODE OF CONDUCT

The Commission on HIV welcomes commissioners, guests, and the public into a space where people of all opinions and backgrounds are able to contribute. In this space, we challenge ourselves to be self-reflective and committed to an ongoing understanding of each other and the complex intersectionality of the lives we live. We create a safe environment where we celebrate differences while striving for consensus in the fights against our common enemies: HIV and STDs. We build trust in each other by having honest, respectful, and productive conversations. 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 approach all our interactions with compassion, respect, and transparency.**
- 2) We respect others' time by starting and ending meetings on time, being punctual, and staying present.**
- 3) We listen with intent, avoid interrupting others, and elevate each other's voices.**
- 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) Be flexible, open-minded, and solution-focused.**
- 7) We give and accept respectful and constructive feedback.**
- 8) We keep all issues on the table (no "hidden agendas"), avoid monopolizing discussions and minimize side conversations.**
- 9) We have no place in our deliberations for racist, sexist, homophobic, transphobic, and other discriminatory statements, and "-isms" including misogyny, ableism, and ageism.**
- 10) We give ourselves permission to learn from our mistakes.**

In response to violation of the Code of Conduct which results in meeting disruption, Include provisions of SB 1100 which states in part, ". . . authorize the presiding member of the legislative body conducting a meeting or their designee to remove, or cause the removal of, an individual for disrupting the meeting . . . Removal to be preceded by a warning to the individual by the presiding member of the legislative body or their designee that the individual's behavior is disrupting the meeting and that the individual's failure to cease their behavior may result in their removal." Complaints related to internal Commission matters such as alleged violation of the Code of Conduct or other disputes among members are addressed and resolved in adherence to Policy/Procedure #08.3302." (Commission Bylaws, Article VII, Section 4.)

APPROVED BY OPERATIONS COMMITTEE ON 05/25/23; COH 06/08/23

Approved (11/12/1998); Revised (2/10/2005; 9/6/2005); Revised (4/11/19; 3/3/22, 3/23/23; 5/30/23)

S:\Committee - Operations\Code of Conduct\2023\CodeofConduct\_Updated 3.23.23\_Aprvd COH060823.docx

# Meeting Schedule

- All Commission and Committee meetings are held monthly, open to the public and conducted in-person at 510 S. Vermont Avenue, Terrace Conference Room, Los Angeles, CA 90020 (unless otherwise specified). Validated parking is conveniently located at 523 Shatto Place, Los Angeles, CA 90020.
- A virtual attendance option via WebEx is available for members of the public. To learn how to use WebEx, please click [here](#) for a brief tutorial.
- Subscribe to the Commission's email listserv for meeting notifications and updates by clicking [here](#). *\*Meeting dates/times are subject to change.*

## January - December 2025

2nd Thursday (9AM-1PM)	<b>Commission (full body)</b>	Vermont Corridor *subject to change
4th Thursday (1PM-3PM)	<b>Executive Committee</b>	Vermont Corridor *subject to change
4th Thursday (10AM-12PM)	<b>Operations Committee</b>	Vermont Corridor *subject to change
3rd Tuesday (1PM-3PM)	<b>Planning, Priorities &amp; Allocations (PP&amp;A) Committee</b>	Vermont Corridor *subject to change
1st Monday (1PM-3PM)	<b>Public Policy Committee (PPC)</b>	Vermont Corridor *subject to change
1st Tuesday (10AM-12PM)	<b>Standards &amp; Best Practices (SBP) Committee</b>	Vermont Corridor *subject to change

The Commission on HIV (COH) convenes several caucuses and other subgroups to harness broader community input in shaping the work of the Commission around priority setting, resource allocations, service standards, improving access to services, and strengthening PLWH voices in HIV community planning. *\*The following COH subgroups meet virtually unless otherwise announced.*

<b>Aging Caucus</b>	<b>Black Caucus</b>	<b>Consumer Caucus</b>	<b>Transgender Caucus</b>	<b>Women's Caucus</b>	<b>Housing Taskforce</b>
1PM-3PM	4PM-5PM	1-3PM	10AM-11:30AM	2PM-3PM	9AM-10AM
<i>*2nd Tuesday every other month</i>	<i>*3rd Thursday monthly</i>	<i>*2nd Thursday monthly, following COH meeting</i>	<i>*3rd Thursday quarterly</i>	<i>*3rd Monday bi-monthly</i>	<i>*4th Friday monthly</i>



## COMMISSION MEMBER "CONFLICTS-OF-INTEREST"

Updated 3/17/25

In accordance with the Ryan White Program (RWP), conflict of interest is defined as any financial interest in, board membership, current or past employment, or contractual agreement with an organization, partnership, or any other entity, whether public or private, that receives funds from the Ryan White Part A program. These provisions also extend to direct ascendants and descendants, siblings, spouses, and domestic partners of Commission members and non-Commission Committee-only members. Based on the RWP legislation, HRSA guidance, and Commission policy, it is mandatory for Commission members to state all conflicts of interest regarding their RWP Part A/B and/or CDC HIV prevention-funded service contracts prior to discussions involving priority-setting, allocation, and other fiscal matters related to the local HIV continuum. Furthermore, Commission members must recuse themselves from voting on any specific RWP Part A service category(ies) for which their organization hold contracts. **\*An asterisk next to member's name denotes affiliation with a County subcontracted agency listed on the addendum.**

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
ALE-FERLITO	Dahlia	City of Los Angeles AIDS Coordinator	No Ryan White or prevention contracts
ALVAREZ	Miguel	No Affiliation	No Ryan White or prevention contracts
ARRINGTON	Jayda	Unaffiliated representative	No Ryan White or prevention contracts
BALLESTEROS	AI	JWCH, INC.	HIV Testing Storefront
			HIV Testing & Syphilis Screening, Diagnosis, & Linked Referral...(CSV)
			STD Screening, Diagnosis, and Treatment
			High Impact HIV Prevention
			Mental Health
			Oral Healthcare Services
			Ambulatory Outpatient Medical (AOM)
			Benefits Specialty
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			Transportation Services
			Data to Care Services
BURTON	Alasdair	No Affiliation	No Ryan White or prevention contracts
CAMPBELL	Danielle	T.H.E. Clinic, Inc.	Ambulatory Outpatient Medical (AOM)
			Medical Care Coordination (MCC)
			Biomedical HIV Prevention
			Transportation Services
CIELO	Mikhaela	Los Angeles General Hospital	Biomedical HIV Prevention
CONOLLY	Lilieth	No Affiliation	No Ryan White or prevention contracts
CUEVAS	Sandra	Pacific AIDS Education and Training - Los Angeles	No Ryan White or prevention contracts
CUMMINGS	Mary	Bartz-Altadonna Community Health Center	Community Engagement/EHE

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
DAVIES	Erika	City of Pasadena	HIV Testing Storefront HIV Testing & Sexual Networks
DAVIS (PPC Member)	OM	Asian American Drug Abuse Program (AADAP)	High Impact HIV Prevention HIV Testing and Viral Hepatitis Services in Los Angeles County
DOLAN (SBP Member)	Caitlyn	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 Data to Care Services
DONNELLY	Kevin	Unaffiliated representative	No Ryan White or prevention contracts
FERGUSON	Kerry	ViiV Healthcare	No Ryan White or prevention contracts
FINLEY	Jet	Unaffiliated representative	No Ryan White or prevention contracts
FRAMES	Arlene	Unaffiliated representative	No Ryan White or prevention contracts
FRANKLIN*	Arburtha	Translatin@ Coalition	Vulnerable Populations (Trans)
GARCIA	Rita	No Affiliation	No Ryan White or prevention contracts
GERSH (SBP Member)	Lauren	APLA Health & Wellness	High Impact HIV Prevention Benefits Specialty Nutrition Support Sexual Health Express Clinics (SHEX-C) Data to Care Services Biomedical HIV Prevention Oral Healthcare Services Ambulatory Outpatient Medical (AOM) Medical Care Coordination (MCC) HIV and STD Prevention Services in Long Beach Transportation Services Residential Care Facility - Chronically Ill Intensive Case Management
GONZALEZ	Felipe	Unaffiliated representative	No Ryan White or Prevention Contracts
GORDON	Bridget	Unaffiliated representative	No Ryan White or prevention contracts
GREEN	Gerald	Minority AIDS Project	Benefits Specialty
GREEN	Joseph	Unaffiliated representative	No Ryan White or prevention contracts

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
GUTIERREZ	Joaquin	Connect To Protect LA/CHLA	Ambulatory Outpatient Medical (AOM)
			HIV Testing Storefront
			STD Screening, Diagnosis and Treatment
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			Promoting Healthcare Engagement Among Vulnerable Populations
			Transportation Services
HALFMAN	Karl	California Department of Public Health, Office of AIDS	Part B Grantee
HARDY	David	LAC-USC Rand Schrader Clinic	No Ryan White or prevention contracts
HERRERA	Ismael "Ish"	Unaffiliated representative	No Ryan White or prevention contracts
JONES	Terrance	Unaffiliated representative	No Ryan White or prevention contracts
KOCHEMS	Lee	Unaffiliated representative	No Ryan White or prevention contracts
KING	William	W. King Health Care Group	No Ryan White or prevention contracts
LESTER (PP&A Member)	Rob	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
			Data to Care Services
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)
			Transportation Services
			Promoting Healthcare Engagement Among Vulnerable Populations
MARTINEZ-REAL	Leonardo	Unaffiliated representative	No Ryan White or prevention contracts
MAULTSBY	Leon	Charles R. Drew University	Biomedical HIV Prevention
			HIV Testing Storefront
			HIV Testing Social & Sexual Networks
MENDOZA	Vilma	Unaffiliated representative	No Ryan White or prevention contracts
MINTLINE (SBP Member)	Mark	Western University of Health Sciences	No Ryan White or prevention contracts

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
MOLETTE	Andre	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
			Oral Healthcare Services
NASH	Paul	University of Southern California	Biomedical HIV Prevention
			Community Engagement/EHE
			Oral Healthcare Services
NELSON	Katja	APLA Health & Wellness	High Impact HIV Prevention
			Benefits Specialty
			Nutrition Support
			Sexual Health Express Clinics (SHEx-C)
			Data to Care Services
			Biomedical HIV Prevention
			Oral Healthcare Services
			Ambulatory Outpatient Medical (AOM)
			Medical Care Coordination (MCC)
			HIV and STD Prevention Services in Long Beach
			Transportation Services
			Residential Care Facility - Chronically Ill
			Case Management



COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
PATEL	Byron	Los Angeles LGBT Center	Ambulatory Outpatient Medical (AOM)
			HIV Testing Storefront
			HIV Testing Social & Sexual Networks
			STD Screening, Diagnosis and Treatment
			High Impact HIV Prevention
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			Promoting Healthcare Engagement Among Vulnerable Populations
			Transportation Services
PERÉZ	Mario	Los Angeles County, Department of Public Health, Division of HIV and STD Programs	Ryan White/CDC Grantee
RAINES	Aaron	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
			Sexual Health Express Clinics (SHEx-C)
			Transportation Services
RICHARDSON	Dechelle	No Affiliation	Medical Subspecialty
ROBINSON	Erica	Health Matters Clinic	HIV and STD Prevention Services in Long Beach
RUSSEL	Daryl	Unaffiliated representative	No Ryan White or prevention contracts
SALAMANCA	Ismael	City of Long Beach	No Ryan White or prevention contracts
			Ambulatory Outpatient Medical (AOM)
			Benefits Specialty
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			HIV and STD Prevention Services in Long Beach
SAMONE-LORECA	Sabel	Minority AIDS Project	Transportation Services
			HIV Testing & Sexual Networks
SATTAH	Martin	Rand Schrader Clinic LA County Department of Health Services	Benefits Specialty
			No Ryan White or prevention contracts

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
SAN AGUSTIN	Harold	JWCH, INC.	HIV Testing Storefront
			HIV Testing & Syphilis Screening, Diagnosis, & inked Referral...(CSV)
			STD Screening, Diagnosis and Treatment
			High Impact HIV Prevention
			Mental Health
			Oral Healthcare Services
			Ambulatory Outpatient Medical (AOM)
			Benefits Specialty
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			Transportation Services
			Data to Care Services
SAUNDERS	Dee	City of West Hollywood	No Ryan White or prevention contracts
SPENCER	LaShonda	Oasis Clinic (Charles R. Drew University/Drew CARES)	Biomedical HIV Prevention
			HIV Testing Storefront
			HIV Testing Social & Sexual Networks
STALTER	Kevin	Unaffiliated representative	No Ryan White or prevention contracts
TALLEY	Lambert	Grace Center for Health & Healing	No Ryan White or prevention contracts
VALERO	Justin	No Affiliation	No Ryan White or prevention contracts
VEGA-MATOS	Carlos	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
			Data to Care Services
WEEDMAN	Jonathan	ViaCare Community Health	Biomedical HIV Prevention
YBARRA	Russell	Capitol Drugs	No Ryan White or prevention contracts

### Division of HIV and STDs Contracted Community Services

The following list and addendum present the conflicts of interest for Commission members who represent agencies with Part A/B and/or CDC HIV Prevention-funded service contracts and/or subcontracts with the County of Los Angeles. For a list of County-contracted agencies and subcontractors, please defer to Conflict of Interest & Affiliation Disclosure Form.

Service Category	Organization/Subcontractor
Mental Health	
Medical Specialty	
Oral Health	
AOM	
Case Management Home-Based	Libertana Home Health Caring Choice The Wright Home Care Cambrian Care Connection Envoy
Nutrition Support (Food Bank/Pantry Service)	AIDS Food Store Foothill AIDS Project JWCH Project Angel
Oral Health	Dostal Laboratories
STD Testing and STD Screening, Diagnosis & Treatment Services (STD-SDTS)	
STD-Ex.C	
Biomedical HIV Prevention Services	
Case Management Home-Based	Envoy Caring Choice Health Talent Strategies Hope International
Mental Health	
Vulnerable Populations (YMSM)	TWLMP
Nutrition Support (Food Bank/Pantry Service)	
Vulnerable Populations (Trans)	CHLA SJW
HTS - Storefront	LabLine Mobile Testing Unit Contract
Vulnerable Populations (YMSM)	
Service Category	Organization/Subcontractor
AOM	
Vulnerable Populations (YMSM)	APAIT AMAAD
HTS - Storefront	Center for Health Justice Sunrise Community Counseling Center
STD Prevention	
HERR	

AOM	
STD Infertility Prevention and District 2	
Linkage to Care Service for Persons Living with HIV	EHE Mini Grants (MHF; Kavich- Reynolds; SJW; CDU; Kedren Comm Health Ctr; RLA; SCC
	EHE Priority Populations (BEN; ELW; LGBT; SJW; SMM; WLM; UCLA LAFANN
	Spanish Telehealth Mental Health Services
	Translation/Transcription Services
	Public Health Detailing
	HIV Workforce Development
Vulnerable Populations (YMSM)	Resilient Solutions Agency
Mental Health	Bienestar
Oral Health	USC School of Dentistry
Biomedical HIV Prevention Services	
Service Category	Organization/Subcontractor
Community Engagement and Related Services	AMAAD
	Program Evaluation Services
	Community Partner Agencies
Housing Assistance Services	Heluna Health
AOM	Barton & Associates
Vulnerable Populations (YMSM)	Bienestar
	CHLA
	The Walls Las Memorias
	Black AIDS Institute
Vulnerable Populations (Trans)	Special Services for Groups
	Translatin@ Coalition
	CHLA
AOM	AMMD (Medical Services)
Biomedical HIV Prevention Services	
Vulnerable Populations (YMSM)	
Sexual Health Express Clinics (SHEx-C)	AMMD - Contracted Medical Services
Case Management Home-Based	Caring Choice
	Envoy
AOM	
Mental Health	
STD Testing and STD Screening, Diagnosis & Treatment Services (STD-SDTS)	

Service Category	Organization/Subcontractor
Residential Facility For the Chronically Ill (RCFCI)	
Transitional Residential Care Facility (TRCF)	
HTS - Social and Sexual Networks	Black AIDS Institute
AOM	
Case Management Home-Based	Envoy
	Cambrian
	Caring Choice
Oral Health	Dental Laboratory
AOM	
HTS - Storefront	
HTS - Social and Sexual Networks	
AOM	New Health Consultant
Case Management Home-Based	Always Right Home
	Envoy
Mental Health	
Oral Health-Endo	
Oral Health-Gen.	
Oral Health-Endo	Patient Lab - Burbank Dental Lab, DenTech
	Biopsies - Pacific Oral Pathology
Oral Health-Gen.	Patient Lab Services
AOM	UCLA
Benefit Specialty	UCLA
Medical Care Coordination	UCLA
Oral Health	



# We're Listening

*share your concerns with us.*

**HIV + STD Services  
Customer Support Line**

**(800) 260-8787**

## Why should I call?

The Customer Support Line can assist you with accessing HIV or STD services and addressing concerns about the quality of services you have received.

## Will I be denied services for reporting a problem?

No. You will not be denied services. Your name and personal information can be kept confidential.

## Can I call anonymously?

Yes.

## Can I contact you through other ways?

Yes.

By Email:

[dhspsupport@ph.lacounty.gov](mailto:dhspsupport@ph.lacounty.gov)

On the web:

<http://publichealth.lacounty.gov/dhsp/QuestionServices.htm>







# Estamos Escuchando

*Comparta sus inquietudes con nosotros.*

**Servicios de VIH + ETS  
Línea de Atención al Cliente**

**(800) 260-8787**

## ¿Por qué debería llamar?

La Línea de Atención al Cliente puede ayudarlo a acceder a los servicios de VIH o ETS y abordar las inquietudes sobre la calidad de los servicios que ha recibido.

## ¿Se me negarán los servicios por informar de un problema?

No. No se le negarán los servicios. Su nombre e información personal pueden mantenerse confidenciales.

## ¿Puedo llamar de forma anónima?

Si.

## ¿Puedo ponerme en contacto con usted a través de otras formas?

Si.

Por correo electrónico:  
[dhspsupport@ph.lacounty.gov](mailto:dhspsupport@ph.lacounty.gov)

En el sitio web:  
<http://publichealth.lacounty.gov/dhsp/QuestionServices.htm>





LOS ANGELES COUNTY  
**COMMISSION ON HIV**



**DRAFT**

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HIVCOMM@LACHIV.ORG • <http://hiv.lacounty.gov> • VIRTUAL WEBEX MEETING

*Commission member presence at meetings is recorded based on the attendance roll call. Only members of the Commission on HIV are accorded voting privileges. Members of the public may confirm their attendance by contacting Commission staff. Approved meeting minutes are available on the Commission's website and may be corrected up to one year after approval. Meeting recordings are available upon request.*

**OPERATIONS (OPS)  
COMMITTEE MEETING MINUTES**

February 27, 2025

COMMITTEE MEMBERS					
P = Present   A = Absent   EA = Excused Absence   MoP=Attended as Member of the Public   AB2449=Virtual Attendance					
Miguel Alvarez	P	Jayda Arrington	P	Alasdair Burton (Executive At-Large)	P
Bridget Gordon (Executive At-Large)	A	Ish Herrera	EA	Leon Maultsby	P
Vilma Mendoza	P	De'chelle Richardson (Executive At-Large)	P	Erica Robinson, Co-Chair	P
Justin Valero, MA, Co-Chair	P	Danielle Campbell	P		
COMMISSION STAFF AND CONSULTANTS					
Cheryl Barrit, MPIA and Dawn McClendon					
DHSP STAFF					

Meeting agenda and materials can be found on the Commission's website [HERE](#).

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**1. CALL TO ORDER-INTRODUCTIONS**

Commission Co-Chair Danielle Campbell, called the meeting to order at 10:09 AM.

**2. INTRODUCTIONS, ROLL CALL, & CONFLICT OF INTEREST STATEMENTS**

D. Campbell led introductions and Committee members stated their conflicts.

**I. ADMINISTRATIVE MATTERS**

**3. APPROVAL OF AGENDA**

**MOTION #1:** Approve the agenda order, as presented (*✓Passed by consensus*).

**4. APPROVAL OF MEETING MINUTES**

**MOTION #2:** Approve the 1/23/2025 OPS Committee meeting minutes, as presented (*✓Passed by consensus*).

**II. PUBLIC COMMENT**

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

- No public comments.

### **III. COMMITTEE NEW BUSINESS ITEMS**

#### **6. 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:**

- No committee new business.

### **IV. REPORTS**

#### **7. EXECUTIVE DIRECTOR/STAFF REPORT**

##### **a. Operational Updates**

Executive Director, Cheryl Barrit, opened the floor by thanking commissioners for their participation and support at the February 13<sup>th</sup> Consumer Resource Fair. It was a very successful event with an impressive number of vendors and members of the public in attendance. Staff will provide evaluation feedback at the next Committee meeting. C. Barrit reported the following:

- The first installment of the Commission on HIV (COH) restructuring conversation happened at the February 13<sup>th</sup> full Commission meeting. The breakout groups' notes from that meeting are in the February Executive Committee meeting packet. Key highlights of the restructuring conversation include:
  - Using data to drive efficiency and effectiveness in the Commission's role as a planning body/planning council (PB/PC).
  - Presenting data that is accessible and comprehensible for all community members.
  - A call for commissioners to be accountable and to do their homework ahead of meetings to ensure that meetings are run efficiently and effectively.
- The Restructuring Project team meetings are held every Friday with the Commission Co-Chairs to finalize plans for smaller work groups consisting of commissioners, stakeholders, and community members to discuss the restructuring process at a deeper level (i.e., size of the commission, qualifications, and skills of its members, etc.). The work groups are scheduled for March 19<sup>th</sup> through March 21<sup>st</sup>, with morning and afternoon sessions available.
- The County budget for 2025-2026 starts in July. Department heads presented an overview of their budget requests to the Board of Supervisors (BOS), challenges, and potential shortfalls.
- The BOS underscored that all commissions must pay close attention to cost curtailment due to Federal budget cuts. Additionally, Los Angeles County (LAC) is experiencing local budget deficits and shortfalls that were announced in prior years.
- The current Ryan White Program (RWP) year ends February 28<sup>th</sup> and the new RWP Year 35 (PY35), begins March 1<sup>st</sup>. C. Barrit is drafting the Commission's operational budget and anticipates presenting the budget to the Operations Committee in April. The threshold for the Commission's budget is \$1.5 million.
- The Collaborative Research (CR) team was secured as consultants for the bylaws updates. The CR team are subject matter experts and bring a wealth of national and local-level planning council experience.
  - The Committee engaged in a robust discussion regarding soliciting participation and feedback from all commissioners in response to the bylaws updates. Staff reminded the Committee that some of their concerns regarding commissioner participation/feedback will be addressed during the restructuring work groups in March.

#### **8. Co-Chair's Report**

##### **a. 2025 Work Plan**

The Committee reviewed the work plan.

**b. 2025 Commissioner Training Schedule**

The Committee reviewed the training schedule accessible [HERE](#). C. Barrit informed the Committee that the recordings of the training sessions are posted on the Commission's website within 24 hours after the session. Additionally, C. Barrit emails the training slides and links to the quizzes to attendees after each session. Certificates are issued after the completion of each quiz.

**c. 2025 [Conflict of Interest Form](#) and [Parity, Inclusion and Reflectiveness Survey](#) - Reminder**

- The Committee was issued a reminder to complete the Conflict of Interest (COI) form and the Parity, Inclusion and Reflectiveness (PIR) survey.

**9. Membership Management Report****a. Attendance Update**

Staff informed the Committee:

- Rita Garcia is committed to attending the Commission and assigned subcommittee meetings
- Jonathan Weedman is no longer on leave of absence
- Lee Kochems is still on leave of absence

**b. Member Roster Review**

The Committee reviewed the current membership roster included in the meeting packet and was reminded that the pending membership applications and alternate to full seat changes are in the process of being placed on the BOS agenda. The pending applications are:

- Ismael Salamanca
- Joaquin Gutierrez
- Carlos Vega-Matos
- Aaron Raines
- Sabel Samone-Loreca
- Reverend Gerald Green
- Jeremy Mitchell (aka Jey Finley)
- Rob Lester
- Caitlin Dolan
- OM Davis
- Alternate to full seats: Arburtha Franklin and Dr. David Hardy

**c. Reflectiveness Table Review**

The Committee reviewed the reflectiveness chart. C. Barrit noted that alternate seats are not counted towards the 51 seats and are considered part of the proxy pool.

**d. [Mentorship Program](#)**

- Joe Green will provide the 1-page FAQ sheet after the Commission restructuring process.

**10. Assessment of the Efficiency of the Administrative Mechanism (AEAM)**

C. Barrit informed the Committee that approximately twenty AEAM survey responses were received from contracted providers and seventeen responses from commissioners. C. Barrit will follow up with Division of HIV and STD Programs (DHSP) staff, Dr. Michael Green and Paulina Zamudio, regarding the key informant interviews and procurement contract invoicing.

## 12. Recruitment, Retention and Engagement

- The Committee underscored the importance of targeted community outreach to recruit youth and transgender individuals.
- Dr. Leon Maulsby shared how the game, The Last Draw, outlines the impact of social determinants on decision-making and resources, and how this should factor in our recruitment and engagement process.
- The Committee explored key events to attend such as the UCLA-CFAR CAB Conference, June PRIDE events, youth groups and TGI groups.

## VI. NEXT STEPS

### 13. TASK/ASSIGNMENTS RECAP:

- Review the Mentorship Guide
- Complete commissioner trainings
- The next Operations Committee meeting is scheduled for March 27, 2025, from 10 am – 12 pm.

### 14. AGENDA DEVELOPMENT FOR NEXT MEETING:

- ➡ Commission Restructuring Debrief
- ➡ AEAM
- ➡ PRIDE events

## VII. ANNOUNCEMENTS

### 15. OPPORTUNITY FOR PUBLIC AND COMMITTEE TO MAKE ANNOUNCEMENTS:

- V. Mendoza left flyers on the resource table for East L.A.'s National Women and Girls HIV/AIDS Awareness Day (NWGHAAD).

## VIII. ADJOURNMENT

16. **ADJOURNMENT:** The meeting adjourned at 11:32 AM.

## 2025 OPERATIONS COMMITTEE WORKPLAN

<b>Co-Chairs: Erica Robinson and Justin Valero</b>				
<b>Approval Date: 1.23.25    Revision Dates: 3.24.25</b>				
<p><b>PURPOSE OF THIS DOCUMENT:</b> To identify activities and priorities the Committee will lead and advance throughout 2025.</p> <p><b>CRITERIA:</b> Select activities that 1) represent the core functions of the COH and Committee, 2) advance the goals of the 2022-2026 Comprehensive HIV Plan (CHP), and 3) align with COH staff and member capacities and time commitment.</p> <p><b>CORE COMMITTEE RESPONSIBILITIES:</b> 1) Developing, conducting and overseeing ongoing, comprehensive training for the members of the Commission and public to educate them on matters and topics related to the Commission and HIV/AIDS service and related issues; 2) recommending, developing and implementing Commission policies and procedures; 3) coordinating on-going public awareness activities to educate and engage the public in the Commission and HIV services throughout the community; 4) conducting an annual assessment of the administrative mechanism, and overseeing implementation of the resulting, adopted recommendations; 5) recruiting, screening, scoring and evaluating applications for Commission membership and recommending nominations to the Commission. Additional responsibilities can be found at <a href="https://hiv.lacounty.gov/operations-committee">https://hiv.lacounty.gov/operations-committee</a>.</p>				
#	TASK/ACTIVITY	DESCRIPTION	TARGET COMPLETION DATE	STATUS/NOTES/OTHER COMMITTEES INVOLVED
1	2025 Training	<p>Coordinate member-facilitated virtual trainings and discussions for ongoing learning and capacity building opportunities.</p> <p><i>*Additional training may be integrated at all COH subgroups as determined by members and staff</i></p>	2025	<p><del>COH Overview 2.26.25 @ 12-1pm</del>, RW Care Act Legislative Overview and Membership Structure &amp; Responsibilities 4.2.25 @ 12-1pm, Priority Setting &amp; Resource Allocations Process 4.23.25 @ 12-1pm, Service Standards Development 5.21.23 @ 12-1pm, Policy Priorities &amp; Legislative Docket Development Process 6.25.25 @ 12-1pm, Bylaws Review 7.23.25 @ 12-1pm.</p>
2	Bylaws Review	<p>Update Bylaws to comply with HRSA requirements and 2023 site visit findings &amp; restructuring efforts.</p> <ul style="list-style-type: none"> <li>• Keep restructuring conversation as a standing item on the Commission agenda</li> <li>• Assign the Executive Committee as lead for the restructuring process/outcome</li> <li>• Follow-up w/additional surveys to members</li> <li>• Update Bylaws and ordinance</li> <li>• Review proposed bylaws/ordinance changes and conduct 30-day public comment period</li> <li>• Update bylaws ordinance</li> <li>• Secure Commission approval on changes</li> </ul>		<p>(1) <del>February: Setting the stage</del></p> <p>(2) March: Obtain feedback from stakeholders</p> <p>(3) May: Review draft of Bylaws &amp; new structure</p> <p>(4) July: Bylaws/ finalized</p>



## 2025 OPERATIONS COMMITTEE WORKPLAN

3	<b>Policies &amp; Procedures</b>	Annual review of policies & procedures to ensure language is up to date with changing landscape, local, state & federal policies & protocol, and meet the needs of the members and community.		(1) Revise Commission and Committee-only membership applications (2) Revise membership application interview questions
4	<b>Assessment of the Efficiency of the Administrative Mechanism (AEAM)</b>	Evaluate the speed and efficiency with which Ryan White Program funding is allocated and disbursed for HIV services in Los Angeles County.	July 2025	(1) Focus on realistic areas for expediting contracts within the County system. (2) C. Barrit to present findings/draft report at March-April OPS meeting.
5	<b>Recruitment, Engagement and Retention Strategies</b>	Development of engagement and retention strategies to align with CHP efforts	Ongoing	(1) Continue efforts in partnership with the Consumer Caucus to develop strategies to engage and retain consumer members. (2) Continue social media campaigns to bring awareness. (3) Refer to HealthHIV Planning Council assessment for recommendations.
6	<b>Mentorship Program</b>	Implement a peer-based mentorship program to nurture leadership by providing one-on-one support for each new Commissioner	Ongoing	Review and assess current Mentorship Program and <a href="#">Mentorship Program Guide</a> for improvements and effectiveness.
7	<b>PIR (Parity, Inclusion and Reflectiveness) Review</b>	To ensure PIR is reflected throughout the membership as required by HRSA and CDC	Quarterly	<del>February</del>
8	<b>Attendance Review</b>	To ensure members follow the attendance policy.	Quarterly	<del>January</del>



## Los Angeles County Commission on HIV

# REVISED 2025 TRAINING SCHEDULE

*\*SUBJECT TO CHANGE*

- All training topics listed below are mandatory for Commissioners and Alternates.
- All trainings are open to the public.
- Click on the training topic to register.
- Certificates of Completion will be provided.
- All trainings are virtual via Webex.
- For questions or assistance, contact: [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org)

[Commission on HIV Overview](#)

February 26, 2025 @ 12pm to 1:00pm

[Ryan White Care Act Legislative Overview and Membership Structure and Responsibilities](#)

~~March 26, 2025~~ @ 12pm to 1:00pm  
April 2, 2025

[Priority Setting and Resource Allocations Process](#)

April 23, 2025 @ 12pm to 1:00pm

[Service Standards Development](#)

May 21, 2025 @ 12pm to 1:00pm

[Policy Priorities and Legislative Docket Development Process](#)

June 25, 2025 @ 12pm to 1:00pm

[Bylaws Review](#)

July 23, 2025 @ 12pm to 1:00pm



## **Operations Committee Efficiency and Improvement Roundtable Discussion Guide (For 3/27/25 Discussion)**

### **Purpose of the Discussion**

Given the critical need for the Commission to function effectively and efficiently, the current political climate and looming budget constraints, the Commission on HIV must evaluate how to adjust its meeting structure and operations while maintaining efficiency, transparency, and public engagement. This roundtable discussion will gather input from committee members to explore potential solutions. At the end of this discussion, we will move forward with a decision based on the collective feedback and identified priorities.

### **Committee Role & Responsibilities Category Overview**

- Membership & Governance
- Training & Capacity Building
- Community Engagement & Awareness
- Assessment of the Effectiveness of the Administrative Mechanism (AEAM)

### **Committee Role & Responsibilities Per Current Bylaws**

- ✓ Ensure Commission membership aligns with Ryan White reflectiveness, CDC PIR requirements, and all other composition mandates.
- ✓ Recruit, screen, evaluate, and recommend Commission membership nominations per the Open Nominations Process.
- ✓ Develop, conduct, and oversee comprehensive training for members and the public on Commission functions, HIV service delivery, skills building, and leadership development.
- ✓ Conduct regular orientation for new Commission members and interested public participants.
- ✓ Develop and update Commission member duty statements (job descriptions).
- ✓ Recommend and nominate candidates for committees, task forces, and workgroups.
- ✓ Propose amendments to the Ordinance governing the Commission.
- ✓ Recommend and revise Bylaws as needed to align with Ordinance changes and evolving goals.
- ✓ Develop, implement, and maintain Commission policies and procedures, including the Policy/Procedure Manual.
- ✓ Coordinate public awareness and information referral activities with the Community Engagement Task Force to educate and promote HIV services.
- ✓ Collaborate with local task forces to ensure their representation and involvement in Commission activities.
- ✓ Identify and secure financial resources to support special initiatives and operational needs.
- ✓ Conduct an annual assessment of the administrative mechanism and oversee



implementation of recommendations.

- ✓ Execute additional duties as assigned by the Commission or Board of Supervisors

### **Discussion Guidelines & Ground Rules**

- **Stay Solution-Oriented** – Focus on constructive ideas rather than challenges.
- **Be Respectful & Concise** – Allow space for all voices to be heard.
- **Stick to the Agenda** – Stay on topic to ensure an efficient discussion.
- **Encourage Collaboration** – Work together to find common ground.
- **Commit to a Decision** – This discussion is time-limited. At the end of this discussion, we will decide on next steps.

### **(1) Meeting Frequency & Structure**

**Scenario: Budget cuts reduce meeting resources. What is the best way to adjust? (Select one)**

- A. Reduce the number of Operations Committee meetings and increase committee work outside of meetings. Commitment required from members include, responding to emails and homework.
- B. Move to fewer but longer (if needed) Operations Committee meetings (e.g., bi-monthly instead of monthly).

**Proposal: *Shift from monthly to bi-monthly or quarterly Operations Committee meetings, supplemented by committee work to maintain productivity.***

**Note:** This shift does not indicate a slowdown in progress; rather, it allows for more efficient use of time while ensuring that staff continues to implement committee directives, conduct necessary administrative work, and support ongoing initiatives. Even in the absence of a meeting, staff remains engaged in executing the committee's priorities, providing updates, and facilitating collaboration to keep momentum moving forward.

**Question:** How can we ensure Operations Committee meetings remain productive and focused? (Open-ended)

### **(2) Cost-Saving Measures**

**Scenario:** Should the budget no longer cover current operational expenses, what should we prioritize? (Select up to two)

- A. Adjust snack/lunch provisions to prioritize essential expenses.

**Note:** Traditionally, lunch has been provided to consumer members who attend Operations and Executive Committee meetings since both meetings run consecutively, as this scheduling impacts their ability to manage prescription adherence. However, feedback continues to be received regarding dissatisfaction with the food options, particularly sandwiches. Commission staff prioritizes options that are both fiscally responsible and reasonably accommodate member preferences and nutritional needs.



- B. Explore potential alternatives to sustain the current and propose stipend funding for consumers. Adjust and align expectations for receiving stipends.

**Proposal:** Shift to digital agendas and reports to reduce printing costs, while reallocating funds to maintain consumer participation support where possible. – COH already does this.

**Question:** What are potential barriers to implementing these cost-saving measures, and how can we address them? (Open-ended)

### (3) **Alternative Collaboration Methods**

**Scenario:** We need to improve collaboration outside of meetings. What strategies should we adopt? (Select all that apply)

- A. Explore tools or methods we could use to facilitate collaboration between meetings (e.g. Slack, Microsoft Teams, Recorded briefings on key topics).  
Note: While these tools can enhance information sharing and engagement, it is important to note that committee business cannot be discussed on any platform outside of a Brown Act public meeting. Any collaboration tools used must align with Brown Act public meeting requirements, ensuring transparency, compliance, and adherence to open meeting laws.
- B. Use email updates for non-urgent matters instead of agenda items.
- C. Establish small workgroups to focus on specific issues between meetings.

**Proposal:** Assign specific tasks to workgroups (e.g. community engagement) who report back at full meetings, reducing the time needed for lengthy discussions.

**Question:** What other strategies can help maintain communication and engagement between meetings? (Open-ended)

### (4) **Community & Stakeholder Engagement** (To ensure clarity and alignment in our work, it's important to distinguish the roles and functions of the Committee, the Commission on HIV (COH), and the Caucuses.)

**Scenario 1:** We must maintain community engagement despite fewer meetings. What approach works best? (Open-ended)

**Scenario 2:** Should we continue additional forums to gather public input? (Select one)

- A. Yes, and they should be held in person.
- B. Yes, but they should be virtual to reduce costs.
- C. No, current engagement methods are sufficient.

**Proposal:** Host quarterly community listening sessions to gather input outside of official meetings.

Note: Caucuses are the heartbeats of our Commission and serve as vital spaces for



connection, advocacy, and dialogue. Leveraging their reach and influence can enhance community engagement.

### **Next Steps**

Following this discussion, key takeaways and recommendations will be compiled and presented to the full Commission for review and implementation planning.

### **Closing Remarks**

Thank you for your participation and input. Your feedback is critical to ensuring that the Commission can continue fulfilling its mission effectively despite financial challenges.





## 2025 MEMBERSHIP ROSTER | UPDATED 3.18.25

SEAT NO.	MEMBERSHIP SEAT	Commissioner's Seated	Committee Assignment	COMMISSIONER	AFFILIATION (IF ANY)	TERM BEGIN	TERM ENDS	ALTERNATE
1	Medi-Cal representative			<b>Vacant</b>		July 1, 2023	June 30, 2025	
2	City of Pasadena representative	1	EXC SBP	Erika Davies	City of Pasadena Department of Public Health	July 1, 2024	June 30, 2026	
3	City of Long Beach representative	1	PP&A	Ismael Salamanca	Long Beach Health & Human Services	July 1, 2023	June 30, 2025	
4	City of Los Angeles representative	1	SBP	Dahlia Ale-Ferlito	AIDS Coordinator's Office, City of Los Angeles	July 1, 2024	June 30, 2026	
5	City of West Hollywood representative	1	PP&A	Dee Saunders	City of West Hollywood	July 1, 2023	June 30, 2025	
6	Director, DHSP *Non Voting	1	EXC	Mario Pérez, MPH	DHSP, LA County Department of Public Health	July 1, 2024	June 30, 2026	
7	Part B representative	1	PP&A	Karl Halfman, MA	California Department of Public Health, Office of AIDS	July 1, 2024	June 30, 2026	
8	Part C representative	1	OPS	Leon Maultsby, DBH, MHA	Charles R. Drew University	July 1, 2024	June 30, 2026	
9	Part D representative	1	SBP	Mikhaela Cielo, MD	LAC + USC MCA Clinic, LA County Department of Health Services	July 1, 2023	June 30, 2025	
10	Part F representative	1	SBP	Sandra Cuevas	Pacific AIDS Education and Training - Los Angeles Area	July 1, 2024	June 30, 2026	
11	Provider representative #1			<b>Vacant</b>		July 1, 2023	June 30, 2025	
12	Provider representative #2	1	SBP	Andre Molette	Men's Health Foundation	July 1, 2024	June 30, 2026	
13	Provider representative #3	1	PP&A	Harold Glenn San Agustin, MD	JWCH Institute, Inc.	July 1, 2023	June 30, 2025	
14	Provider representative #4	1	PP&A	LaShonda Spencer, MD	Charles Drew University	July 1, 2024	June 30, 2026	
15	Provider representative #5	1	SBP	Byron Patel, RN	Los Angeles LGBT Center	July 1, 2023	June 30, 2025	
16	Provider representative #6	1	EXC OPS	Dechelle Richardson	AMAAD Institute	July 1, 2024	June 30, 2026	
17	Provider representative #7	1	SBP	David Hardy (pending)	LAC-USC Rand Schrader Clinic	July 1, 2023	June 30, 2025	
18	Provider representative #8	1	SBP	Martin Sattah, MD	Rand Shrader Clinic, LA County Department of Health Services	July 1, 2024	June 30, 2026	
19	Unaffiliated representative, SPA 1			<b>Vacant</b>		July 1, 2023	June 30, 2025	Kerry Ferguson (SBP)
20	Unaffiliated representative, SPA 2	1	SBP	Russell Ybarra	Unaffiliated representative	July 1, 2024	June 30, 2026	
21	Unaffiliated representative, SPA 3	1	OPS	Ish Herrera	Unaffiliated representative	July 1, 2023	June 30, 2025	Joaquin Gutierrez (OPS)
22	Unaffiliated representative, SPA 4			<b>Vacant</b>		July 1, 2024	June 30, 2026	Lambert Talley (PP&A)
23	Unaffiliated representative, SPA 5	1	EXC SBP	Kevin Stalter	Unaffiliated representative	July 1, 2023	June 30, 2025	
24	Unaffiliated representative, SPA 6	1	OPS	Jayda Arrington	Unaffiliated representative	July 1, 2024	June 30, 2026	
25	Unaffiliated representative, SPA 7	1	OPS	Vilma Mendoza	Unaffiliated representative	July 1, 2023	June 30, 2025	
26	Unaffiliated representative, SPA 8	1	EXC PP&A	Kevin Donnelly	Unaffiliated representative	July 1, 2024	June 30, 2026	Carlos Vega-Matos (PP&A)
27	Unaffiliated representative, Supervisorial District 1	1	PP	Leonardo Martinez-Real	Unaffiliated representative	July 1, 2023	June 30, 2025	
28	Unaffiliated representative, Supervisorial District 2	1	EXC OPS	Bridget Gordon	Unaffiliated representative	July 1, 2024	June 30, 2026	Aaron Raines (OPS)
29	Unaffiliated representative, Supervisorial District 3	1	SBP	Arlene Frames	Unaffiliated representative	July 1, 2023	June 30, 2025	Sabel Samone-Loreca (SBP)
30	Unaffiliated representative, Supervisorial District 4			<b>Vacant</b>		July 1, 2024	June 30, 2026	
31	Unaffiliated representative, Supervisorial District 5	1	PP&A	Felipe Gonzalez	Unaffiliated representative	July 1, 2023	June 30, 2025	Rita Garcia (PP&A)
32	Unaffiliated representative, at-large #1	1	PP&A	Lilieth Conolly (LOA)	Unaffiliated representative	July 1, 2024	June 30, 2026	Gerald Green (PP&A)
33	Unaffiliated representative, at-large #2	1	PPC	Terrance Jones	Unaffiliated representative	July 1, 2023	June 30, 2025	Jeremy Mitchell (Jet Finley) (PPC)
34	Unaffiliated representative, at-large #3	1	EXC PP&A	Daryl Russell, M.Ed	Unaffiliated representative	July 1, 2024	June 30, 2026	
35	Unaffiliated representative, at-large #4	1	EXC	Joseph Green	Unaffiliated representative	July 1, 2023	June 30, 2025	
36	Representative, Board Office 1	1	PP&A	Al Ballesteros, MBA	JWCH Institute, Inc.	July 1, 2024	June 30, 2026	
37	Representative, Board Office 2	1	EXC	Danielle Campbell, PhD, MPH	T.H.E Clinic, Inc. (THE)	July 1, 2023	June 30, 2025	
38	Representative, Board Office 3	1	EXC PP	Katja Nelson, MPP	APLA	July 1, 2024	June 30, 2026	
39	Representative, Board Office 4	1	EXC OPS	Justin Valero, MA	No affiliation	July 1, 2023	June 30, 2025	
40	Representative, Board Office 5	1	PP&A	Jonathan Weedman	ViaCare Community Health	July 1, 2024	June 30, 2026	
41	Representative, HOPWA			<b>Vacant</b>		July 1, 2023	June 30, 2025	
42	Behavioral/social scientist	1	EXC PP	Lee Kochems, MA (LOA)	Unaffiliated representative	July 1, 2024	June 30, 2026	
43	Local health/hospital planning agency representative			<b>Vacant</b>		July 1, 2023	June 30, 2025	
44	HIV stakeholder representative #1	1	EXC OPS   PP	Alasdair Burton	No affiliation	July 1, 2024	June 30, 2026	
45	HIV stakeholder representative #2	1	PP	Paul Nash, CPsychol AFBPs FHEA	University of Southern California	July 1, 2023	June 30, 2025	
46	HIV stakeholder representative #3	1	OPS	Erica Robinson	Health Matters Clinic	July 1, 2024	June 30, 2026	
47	HIV stakeholder representative #4	1	PP	Arburtha Franklin (pending)	Translatin@ Coalition	July 1, 2023	June 30, 2025	
48	HIV stakeholder representative #5	1	PP	Mary Cummings	Bartz-Altadonna Community Health Center	July 1, 2024	June 30, 2026	
49	HIV stakeholder representative #6			<b>Vacant</b>		July 1, 2023	June 30, 2025	
50	HIV stakeholder representative #7	1	PP&A	William D. King, MD, JD, AAHIVS	W. King Health Care Group	July 1, 2024	June 30, 2026	
51	HIV stakeholder representative #8	1	EXC OPS	Miguel Alvarez	No affiliation	July 1, 2024	June 30, 2026	
TOTAL:		43						

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

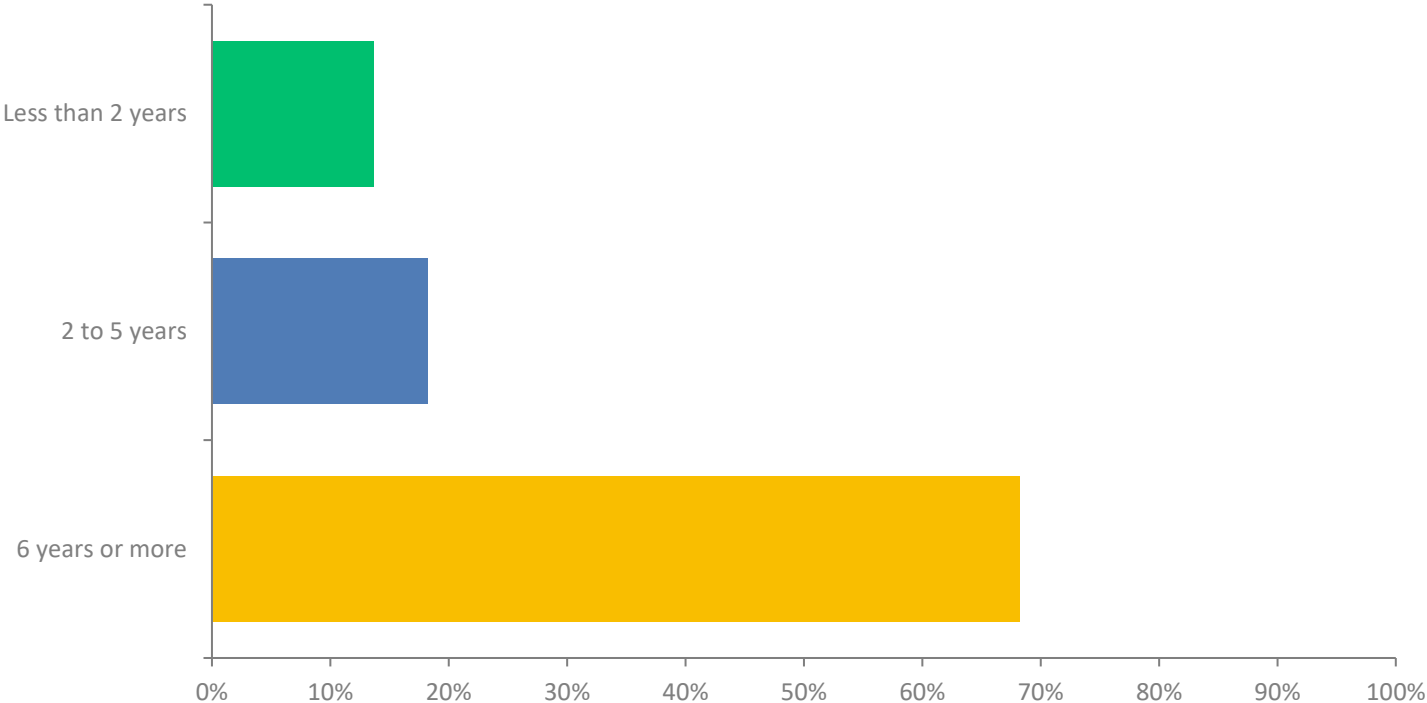
Overall total: 52

# **Assessment of Administrative Mechanism (AAM) Ryan White Program Years 33 (March 1, 2023 – February 29, 2024) and PY 34 (March 1, 2024-February 28, 2025) Questionnaire for Contracted Providers**

DRAFT- FOR OPERATIONS  
COMMITTEE/DICUSSION PURPOSES ONLY

# Q3: How long have you been employed in the agency you are representing in response to this survey?

Answered: 22 Skipped: 0



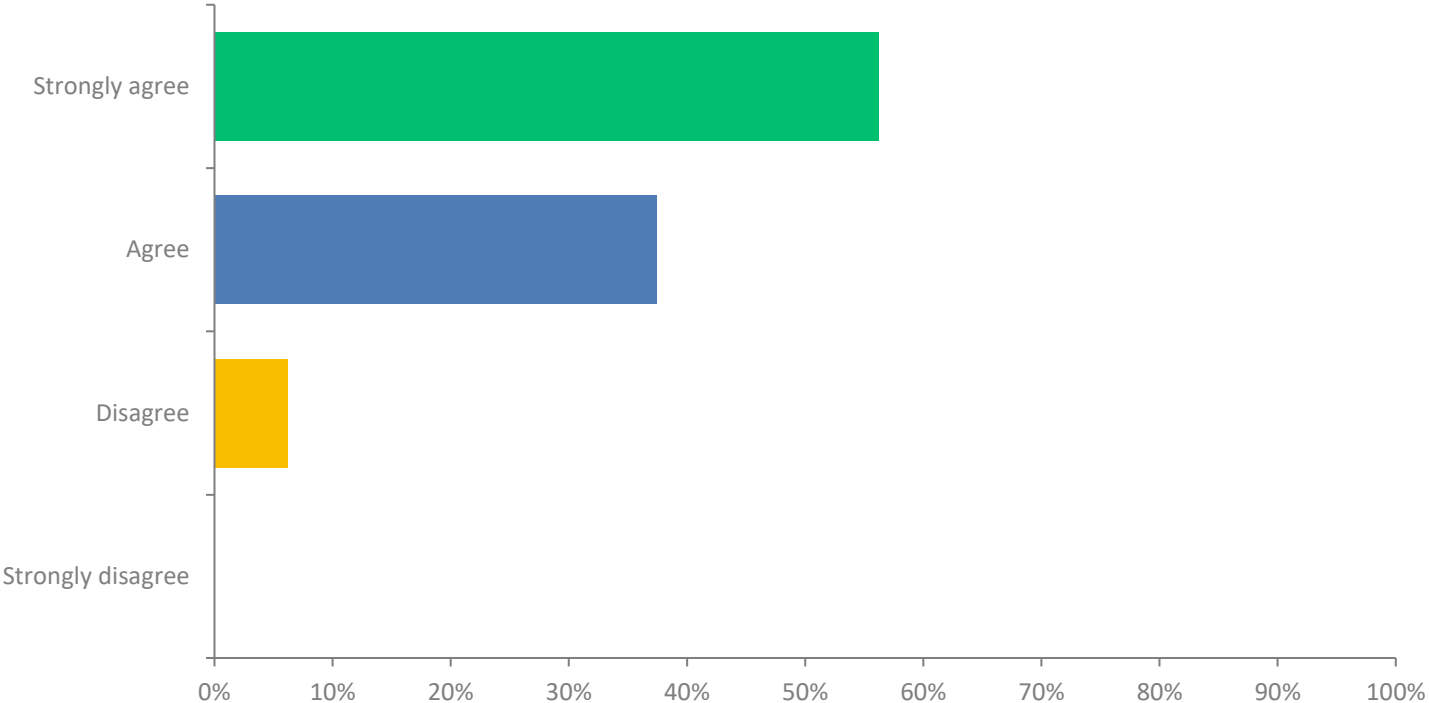
# Q3: How long have you been employed in the agency you are representing in response to this survey?

Answered: 22 Skipped: 0

ANSWER CHOICES	RESPONSES	
Less than 2 years	13.64%	3
2 to 5 years	18.18%	4
6 years or more	68.18%	15
TOTAL		22

**Q5: Please state the degree to which you agree with the following statement: The DHSP RFP provided clear instructions, outlined all policies and procedures of the procurement process, and expectations of work requirements/responsibilities.**

Answered: 16 Skipped: 6



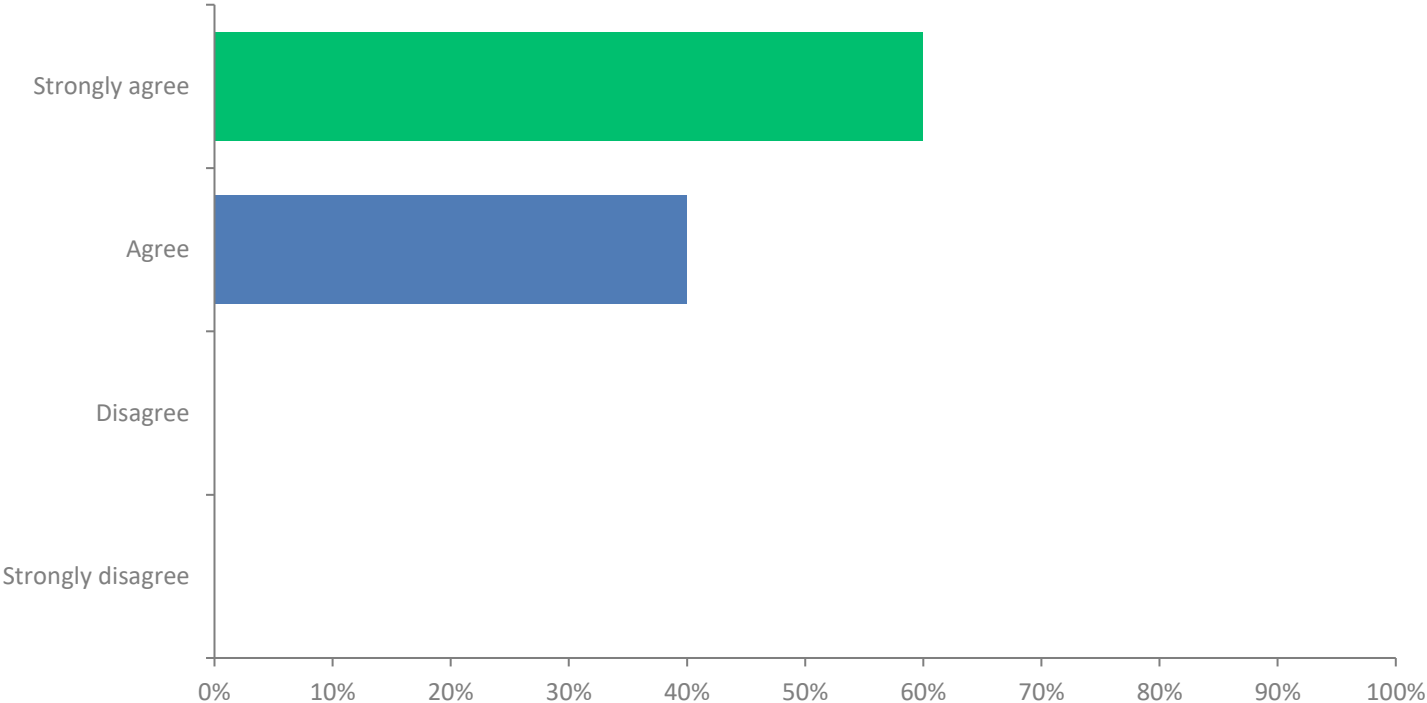
**Q5: Please state the degree to which you agree with the following statement: The DHSP RFP provided clear instructions, outlined all policies and procedures of the procurement process, and expectations of work requirements/responsibilities.**

Answered: 16   Skipped: 6

ANSWER CHOICES	RESPONSES	
Strongly agree	56.25%	9
Agree	37.50%	6
Disagree	6.25%	1
Strongly disagree	0.00%	0
TOTAL		16

**Q6: Please state the degree to which you agree with the following statement: The DHSP competitive RFP procurement process is fair and all potential service providers are given a fair and equitable opportunity to apply.**

Answered: 15   Skipped: 7



**Q6: Please state the degree to which you agree with the following statement: The DHSP competitive RFP procurement process is fair and all potential service providers are given a fair and equitable opportunity to apply.**

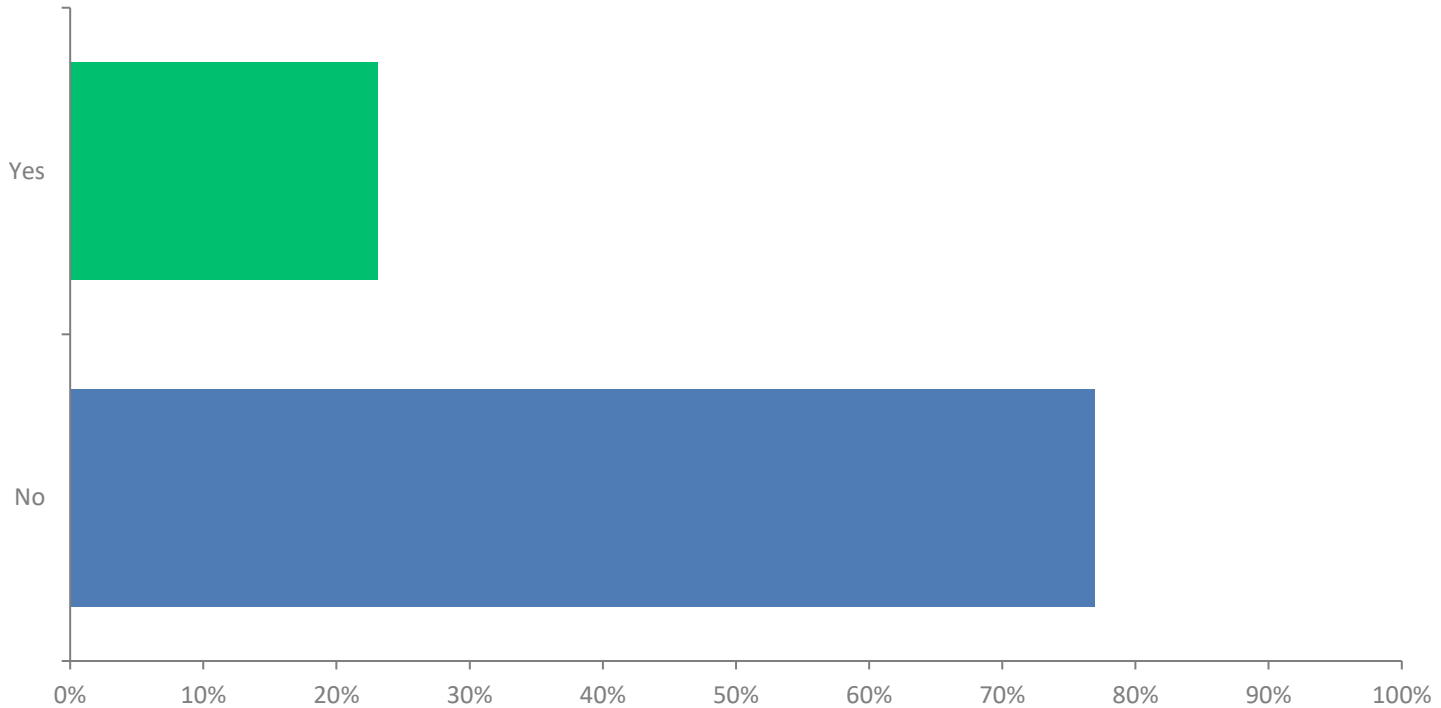
Answered: 15   Skipped: 7

ANSWER CHOICES	RESPONSES	
Strongly agree	60.00%	9
Agree	40.00%	6
Disagree	0.00%	0
Strongly disagree	0.00%	0
TOTAL		15



# Q10: Did you have any issues and/or challenges with executing the contract?

Answered: 13 Skipped: 9



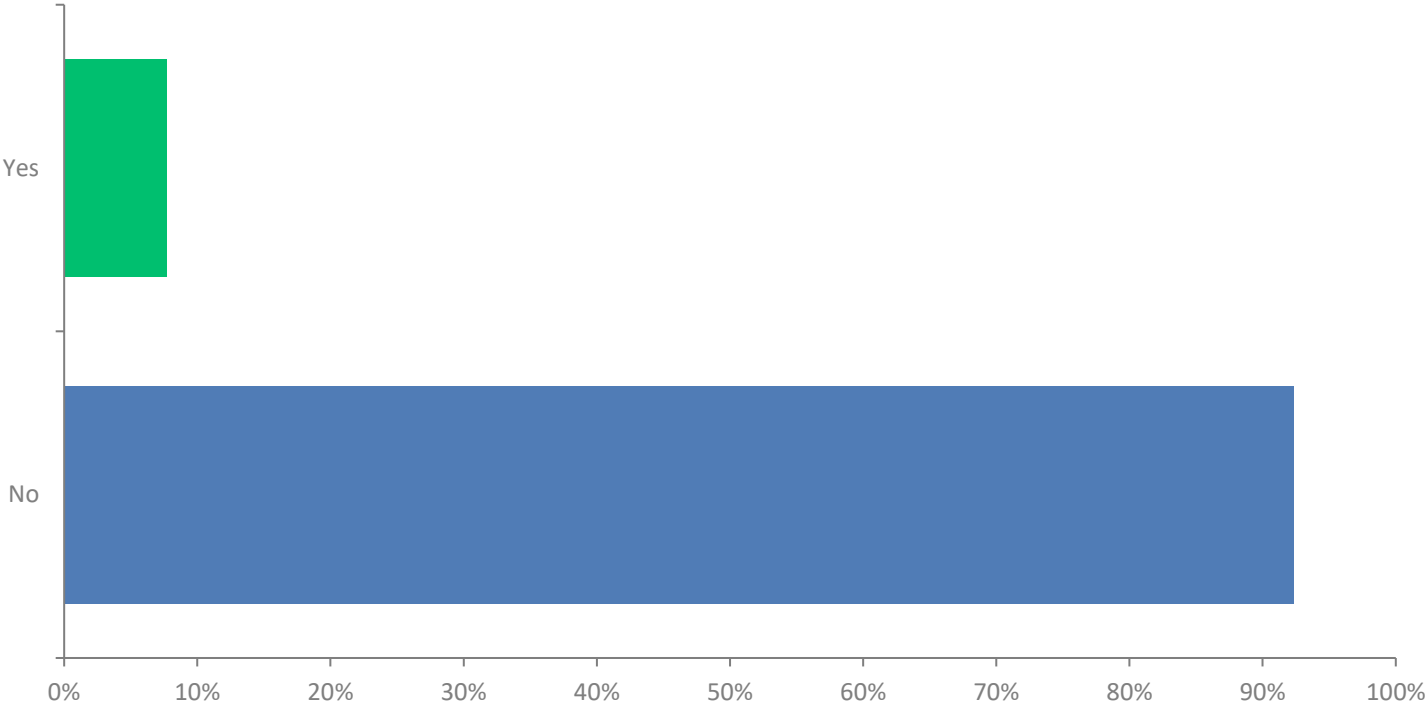
# Q10: Did you have any issues and/or challenges with executing the contract?

Answered: 13   Skipped: 9

ANSWER CHOICES	RESPONSES	
Yes	23.08%	3
No	76.92%	10
TOTAL		13

# Q12: Have any of these issues and/or challenges affected your ability to deliver services to clients?

Answered: 13 Skipped: 9



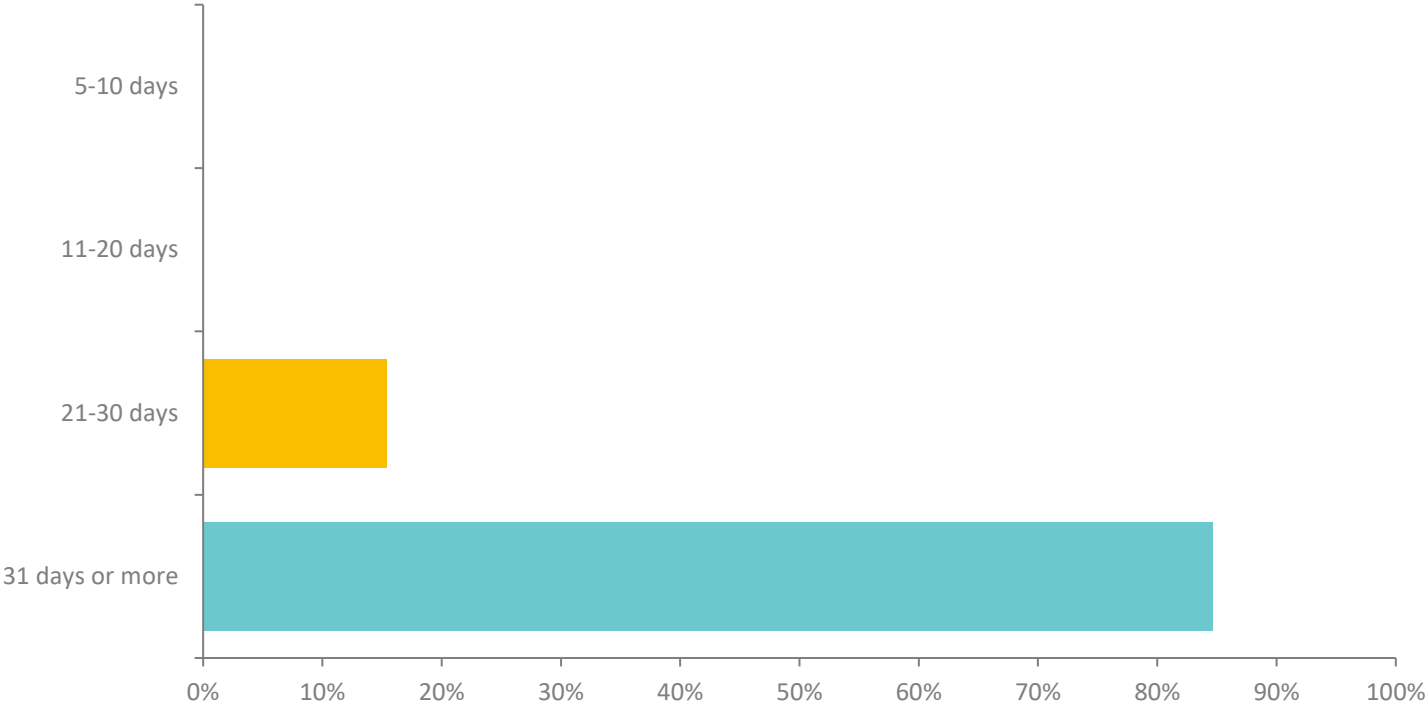
# Q12: Have any of these issues and/or challenges affected your ability to deliver services to clients?

Answered: 13   Skipped: 9

ANSWER CHOICES	RESPONSES	
Yes	7.69%	1
No	92.31%	12
TOTAL		13

**Q14: During PY 33 (March 1, 2023 - February 28, 2024), how many days, on average, did it take for your agency to be reimbursed from the day you submitted correct and complete invoicing?**

Answered: 13   Skipped: 9



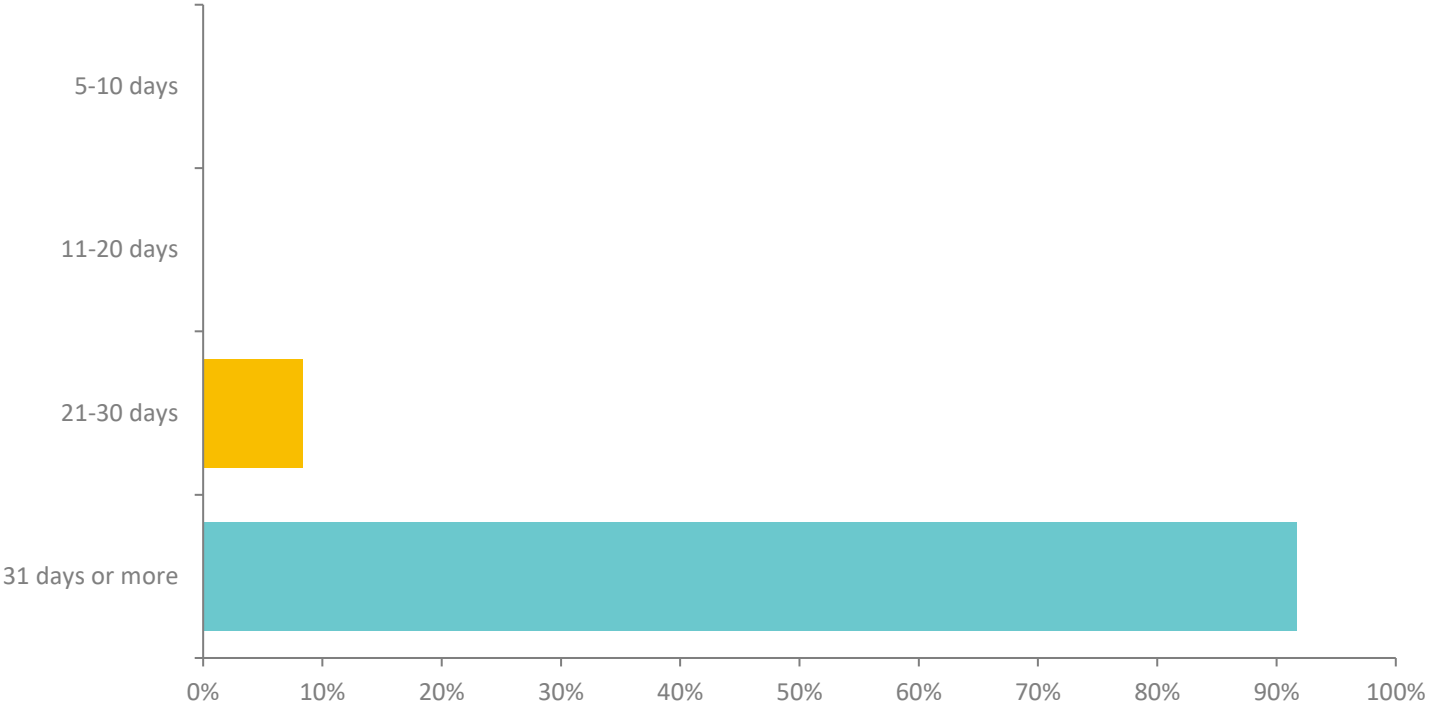
**Q14: During PY 33 (March 1, 2023 - February 28, 2024), how many days, on average, did it take for your agency to be reimbursed from the day you submitted correct and complete invoicing?**

Answered: 13   Skipped: 9

ANSWER CHOICES	RESPONSES	
5-10 days	0.00%	0
11-20 days	0.00%	0
21-30 days	15.38%	2
31 days or more	84.62%	11
TOTAL		13

**Q15: During PY 34 (March 1, 2024 – February 29, 2025), how many days, on average, did it take for your agency to be reimbursed from the day you submitted correct and complete invoicing?**

Answered: 12 Skipped: 10



**Q15: During PY 34 (March 1, 2024 – February 29, 2025), how many days, on average, did it take for your agency to be reimbursed from the day you submitted correct and complete invoicing?**

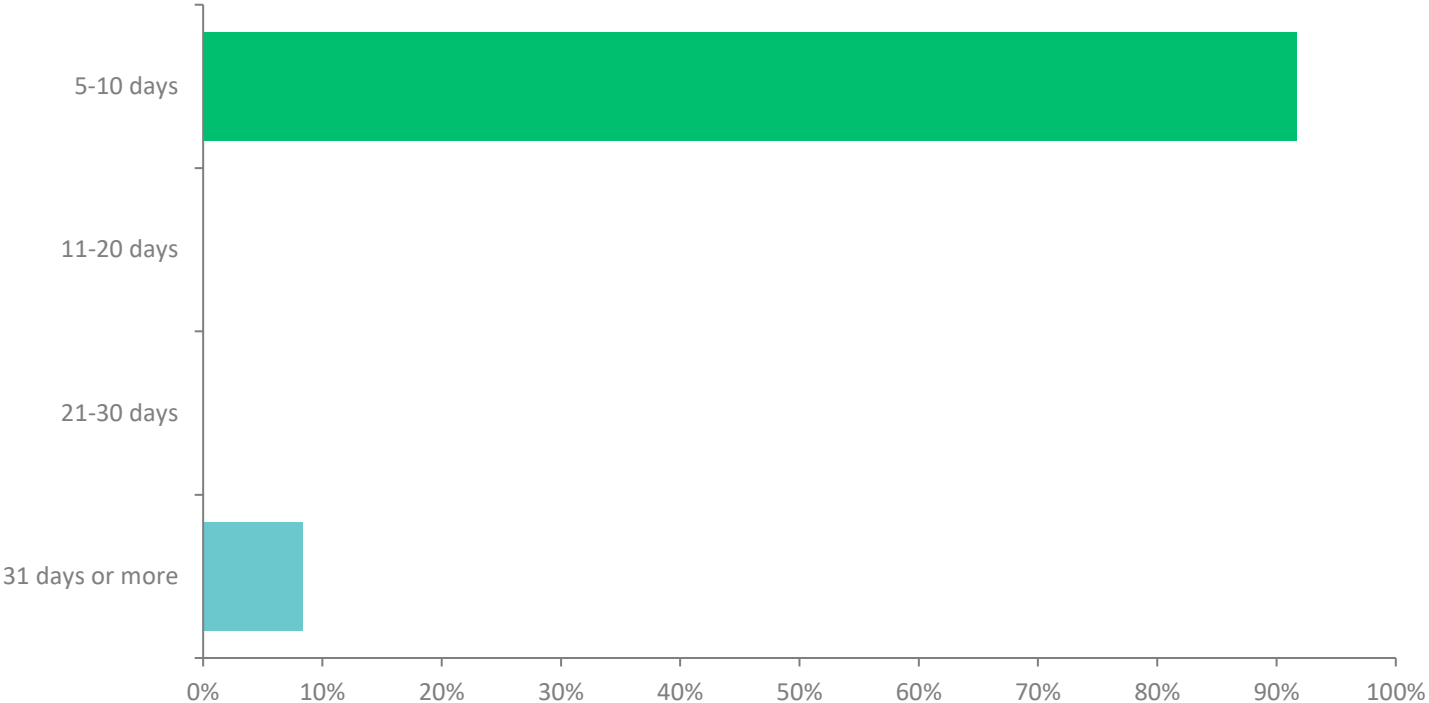
Answered: 12   Skipped: 10

ANSWER CHOICES	RESPONSES	
5-10 days	0.00%	0
11-20 days	0.00%	0
21-30 days	8.33%	1
31 days or more	91.67%	11
TOTAL		12



# Q17: Please check the response time from DHSP regarding invoicing questions.

Answered: 12 Skipped: 10



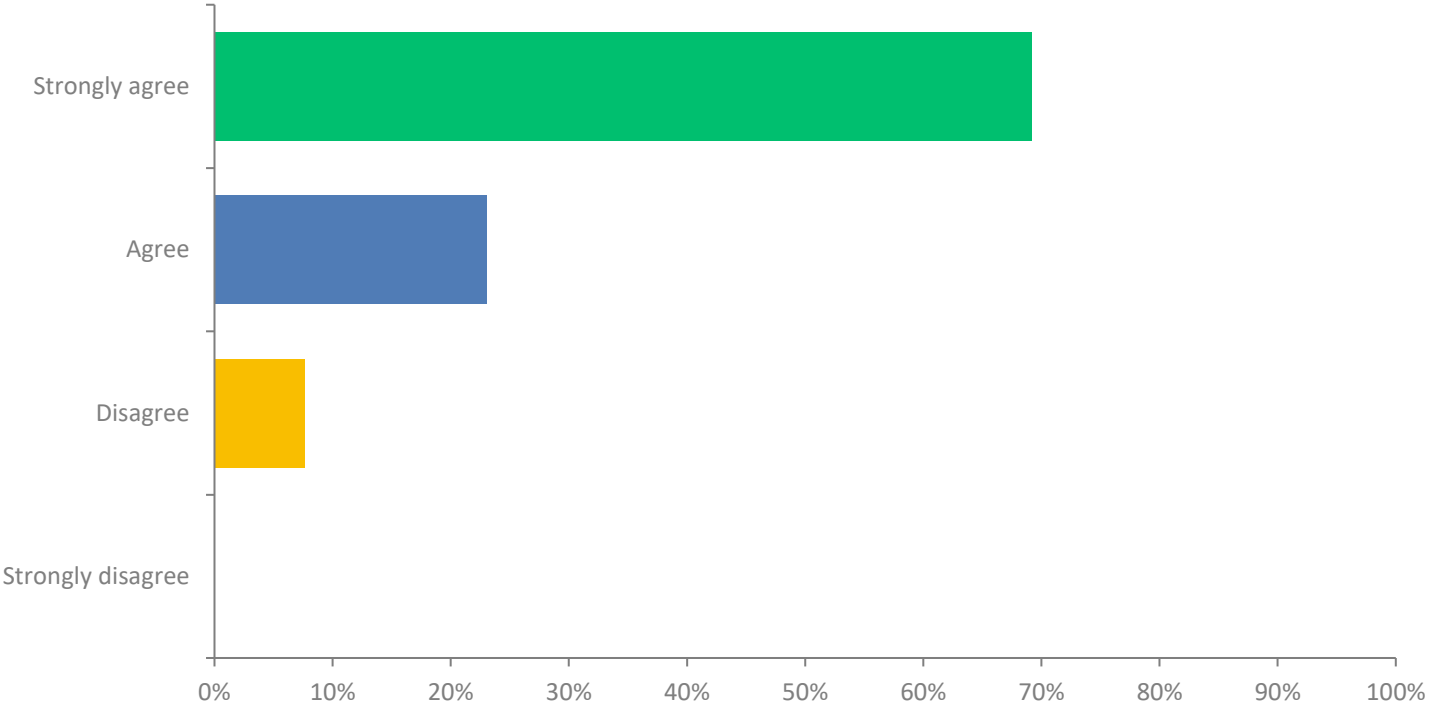
# Q17: Please check the response time from DHSP regarding invoicing questions.

Answered: 12   Skipped: 10

ANSWER CHOICES	RESPONSES	
5-10 days	91.67%	11
11-20 days	0.00%	0
21-30 days	0.00%	0
31 days or more	8.33%	1
TOTAL		12

# to our questions and request for information, programmatic guidance, and technical assistance?

Answered: 13 Skipped: 9



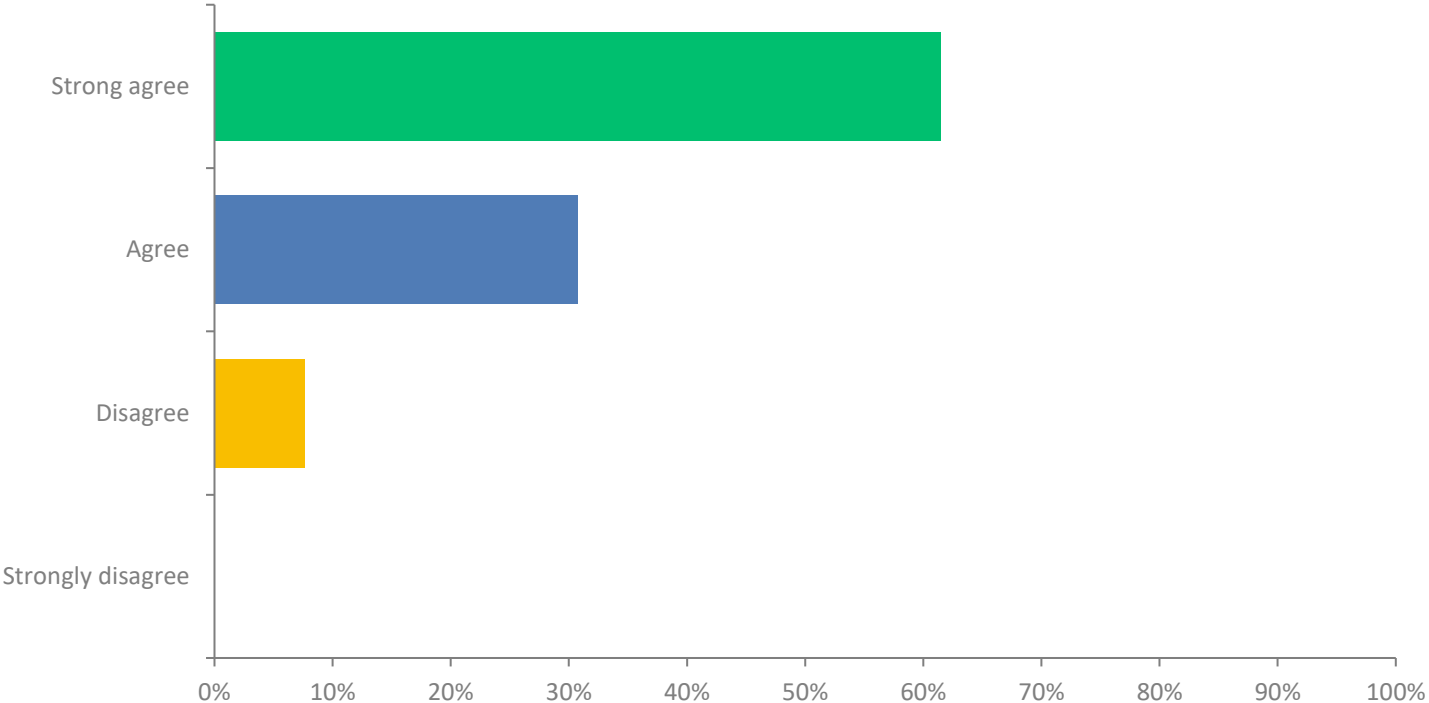
**Q18: Please state the degree to which you agree with the following statement: Our Contract Monitor provides clear and consistent responses to our questions and request for information, programmatic guidance, and technical assistance?**

Answered: 13   Skipped: 9

ANSWER CHOICES	RESPONSES	
Strongly agree	69.23%	9
Agree	23.08%	3
Disagree	7.69%	1
Strongly disagree	0.00%	0
TOTAL		13

**Q19: Please state the degree to which you agree with the following statement: Our Contract Monitor responds to our questions in a timely manner?**

Answered: 13 Skipped: 9



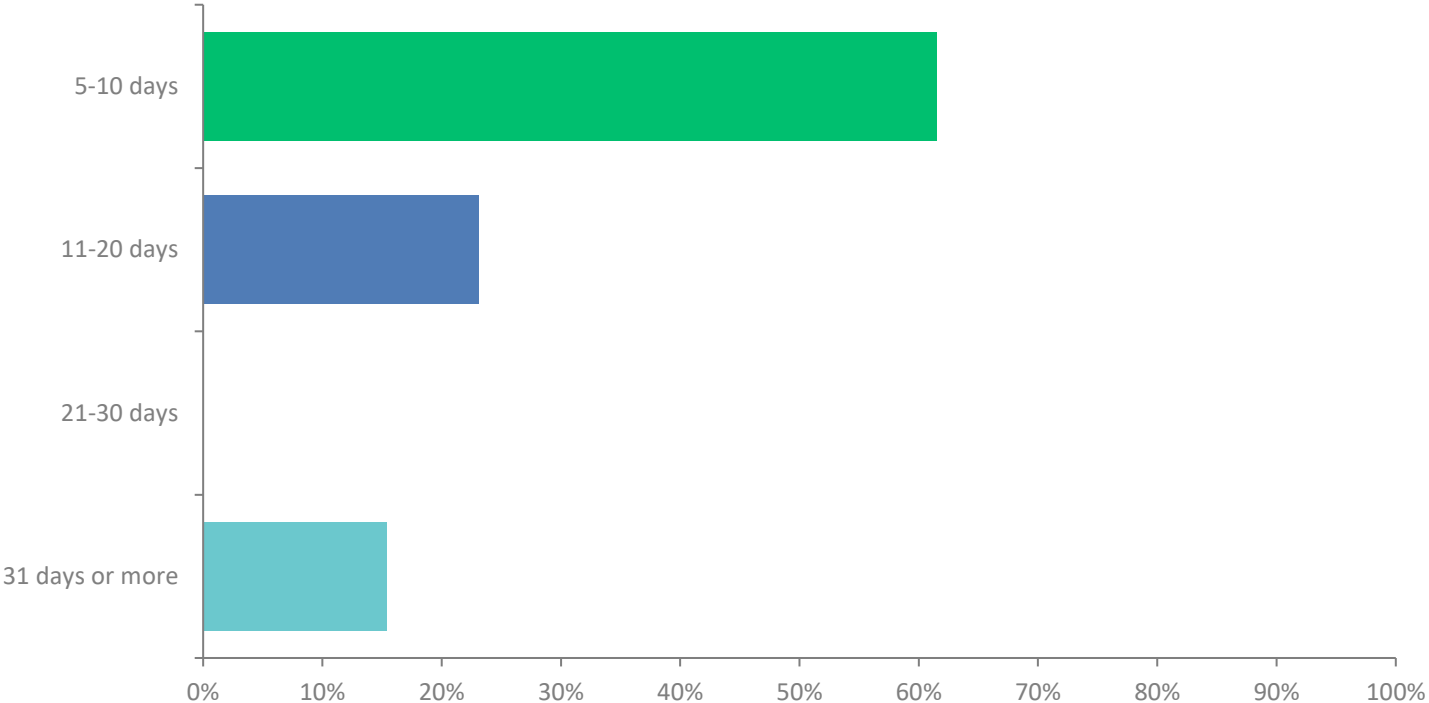
**Q19: Please state the degree to which you agree with the following statement: Our Contract Monitor responds to our questions in a timely manner?**

Answered: 13   Skipped: 9

ANSWER CHOICES	RESPONSES	
Strong agree	61.54%	8
Agree	30.77%	4
Disagree	7.69%	1
Strongly disagree	0.00%	0
TOTAL		13

# Q20: Please select the average response time for reprogramming/budget modifications request from your Contract Monitor.

Answered: 13 Skipped: 9



# Q20: Please select the average response time for reprogramming/budget modifications request from your Contract Monitor.

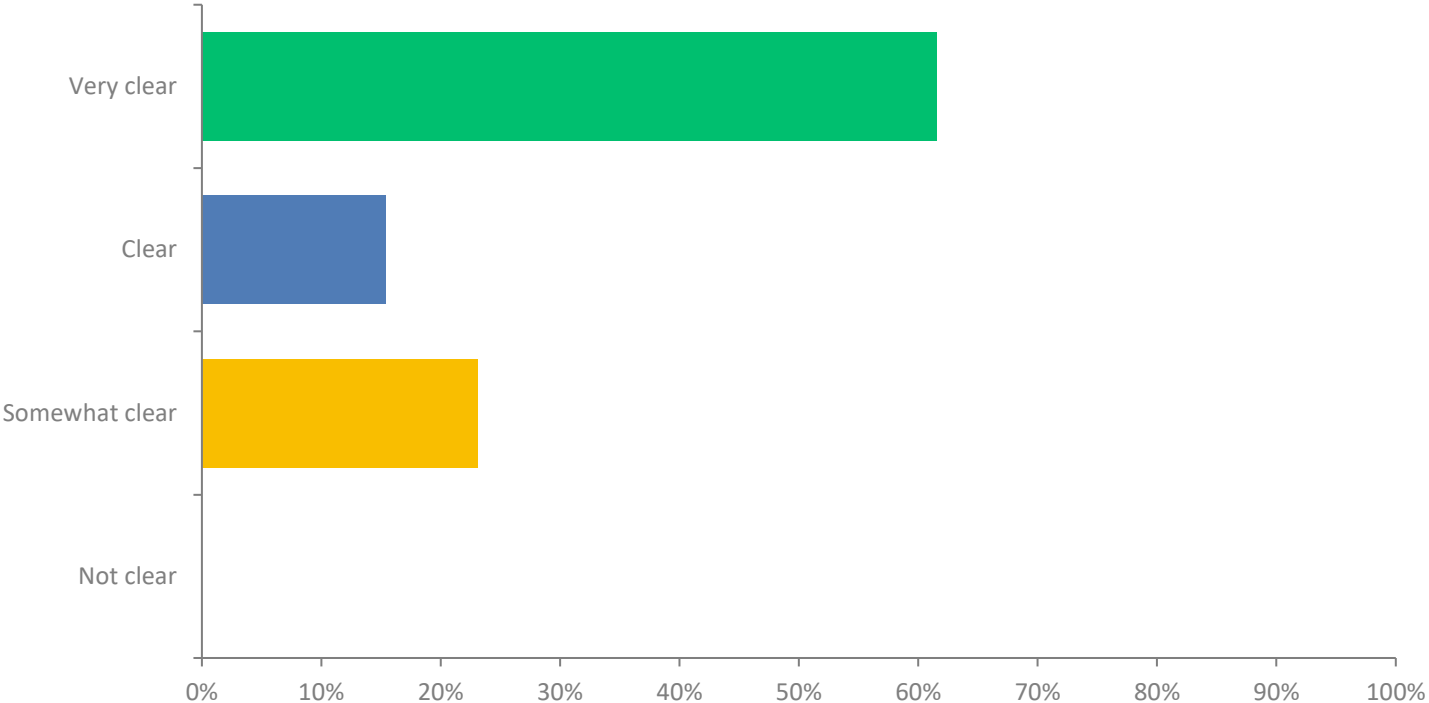
Answered: 13   Skipped: 9

ANSWER CHOICES	RESPONSES	
5-10 days	61.54%	8
11-20 days	23.08%	3
21-30 days	0.00%	0
31 days or more	15.38%	2
TOTAL		13



# Q21: In terms of the process for program monitoring, are you clear on the expectations prior to the site visit and monitoring?

Answered: 13 Skipped: 9



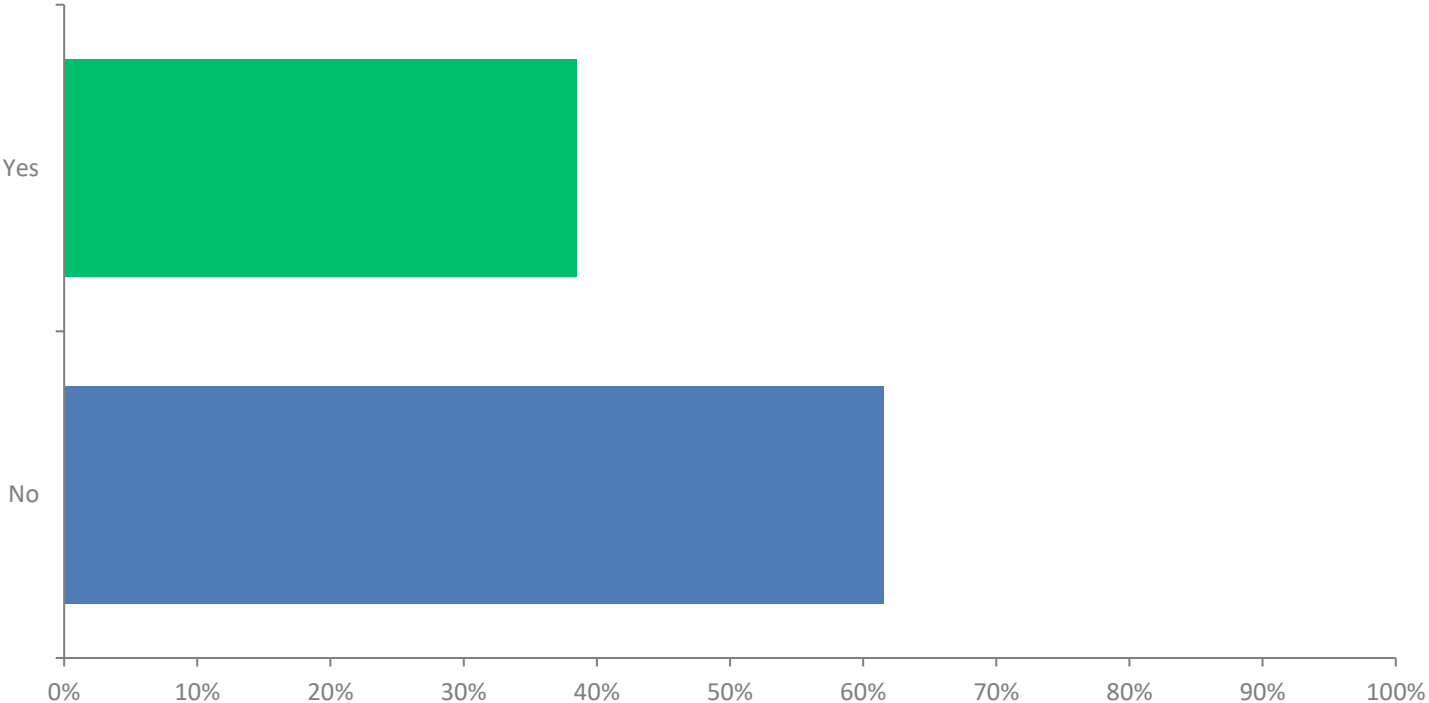
# Q21: In terms of the process for program monitoring, are you clear on the expectations prior to the site visit and monitoring?

Answered: 13   Skipped: 9

ANSWER CHOICES	RESPONSES	
Very clear	61.54%	8
Clear	15.38%	2
Somewhat clear	23.08%	3
Not clear	0.00%	0
TOTAL		13

# Q23: Did you or any staff member at your agency request technical assistance/training?

Answered: 13 Skipped: 9



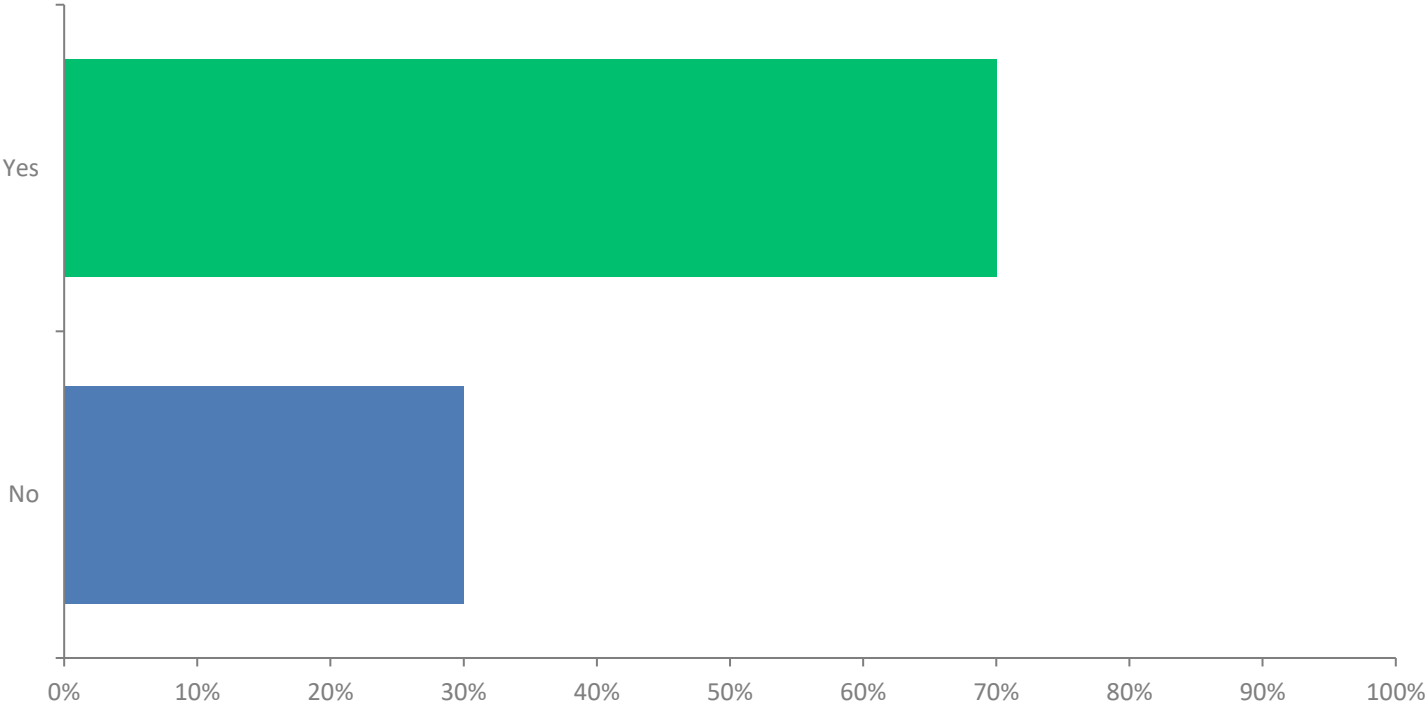
# Q23: Did you or any staff member at your agency request technical assistance/training?

Answered: 13   Skipped: 9

ANSWER CHOICES	RESPONSES	
Yes	38.46%	5
No	61.54%	8
TOTAL		13

# Q24: Was the technical assistance/training delivered?

Answered: 10 Skipped: 12



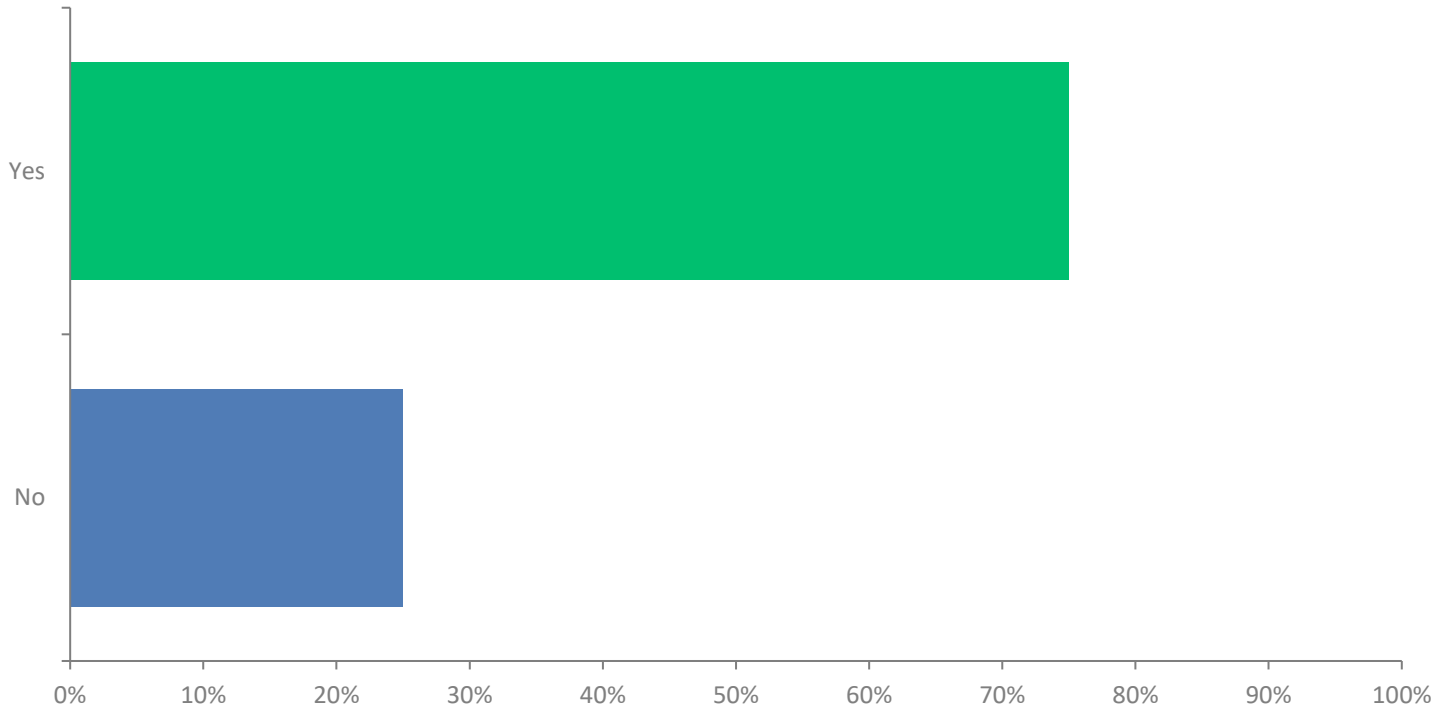
# Q24: Was the technical assistance/training delivered?

Answered: 10   Skipped: 12

ANSWER CHOICES	RESPONSES	
Yes	70.00%	7
No	30.00%	3
TOTAL		10

# Q25: Did the technical assistance/training meet your needs in helping you (or your agency) effectively address challenges?

Answered: 8 Skipped: 14



# Q25: Did the technical assistance/training meet your needs in helping you (or your agency) effectively address challenges?

Answered: 8 Skipped: 14

ANSWER CHOICES	RESPONSES	
Yes	75.00%	6
No	25.00%	2
TOTAL		8

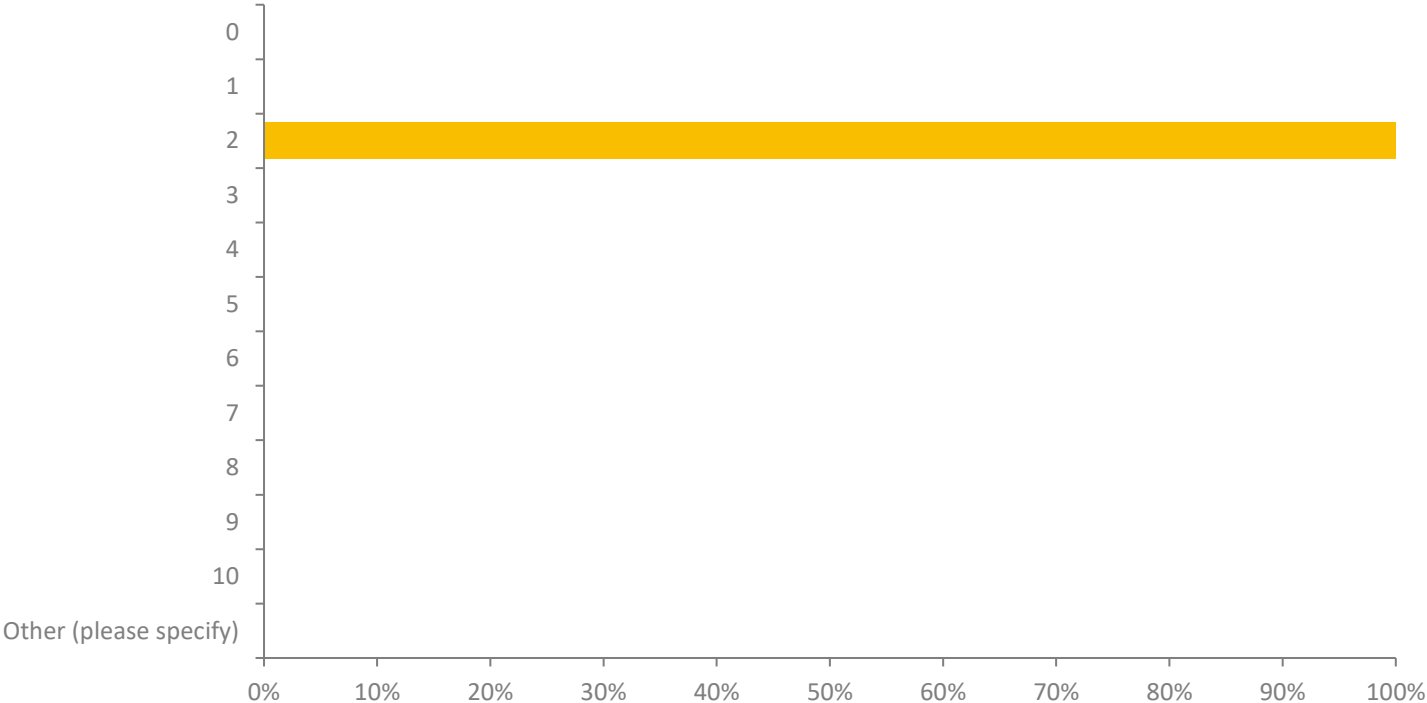


# Assessment of the Efficiency of the Administrative Mechanism (AEAM) Recipient Survey (Division of HIV and STD Programs)

Draft for Operations Committee| Discussion  
Purposes Only

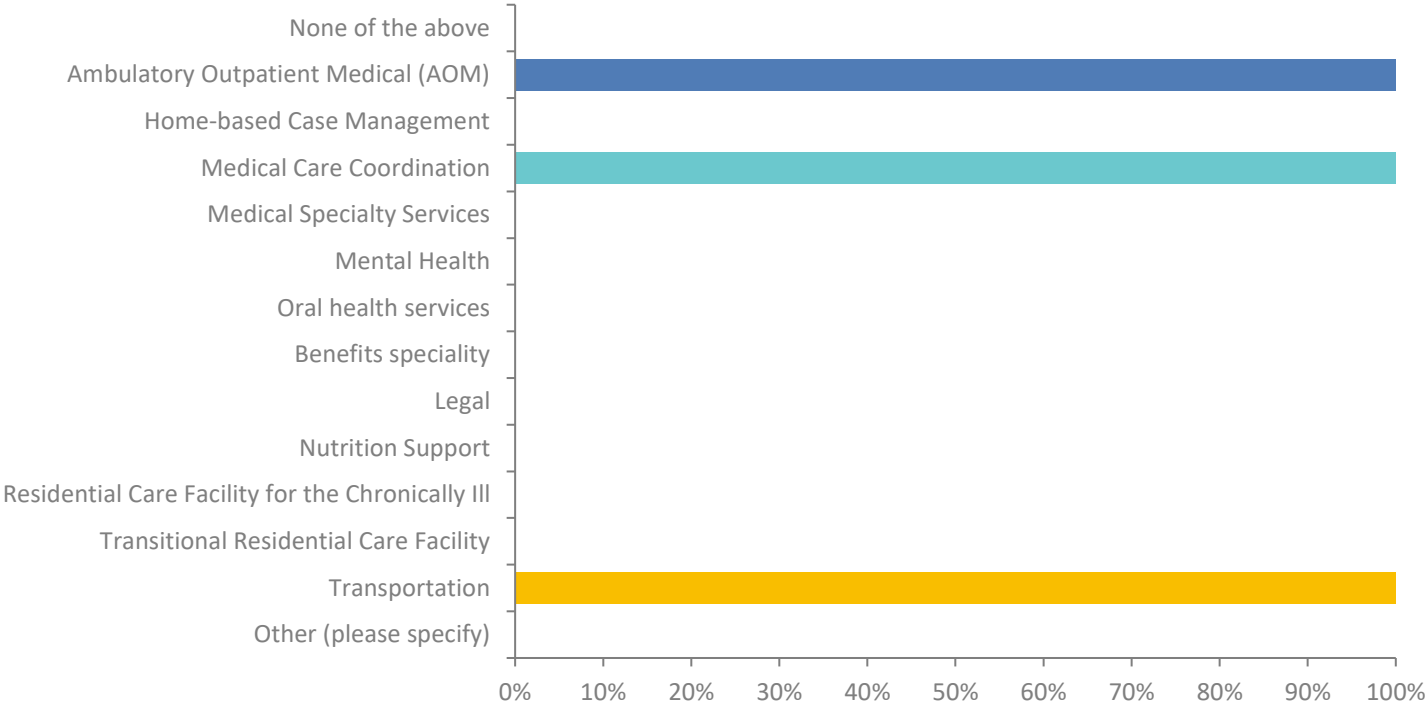
# Q2: How many Requests for Proposals (RFPs) were released for the PY 33 Ryan White Program (March 1, 2023 to February 29, 2024)?

Answered: 1 Skipped: 1



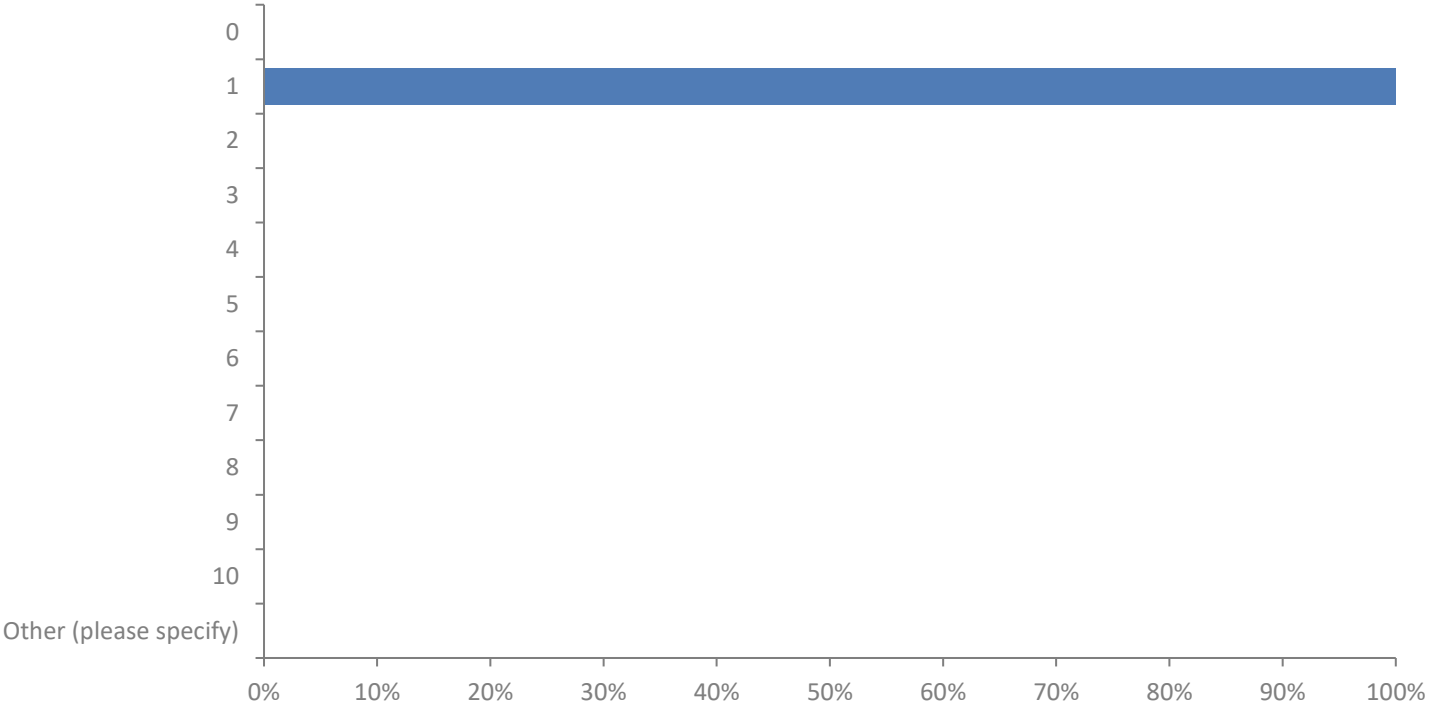
### Q3: If RFPs were released in PY 33 (March 1, 2023 to February 29, 2024), select the service categories.

Answered: 1   Skipped: 1



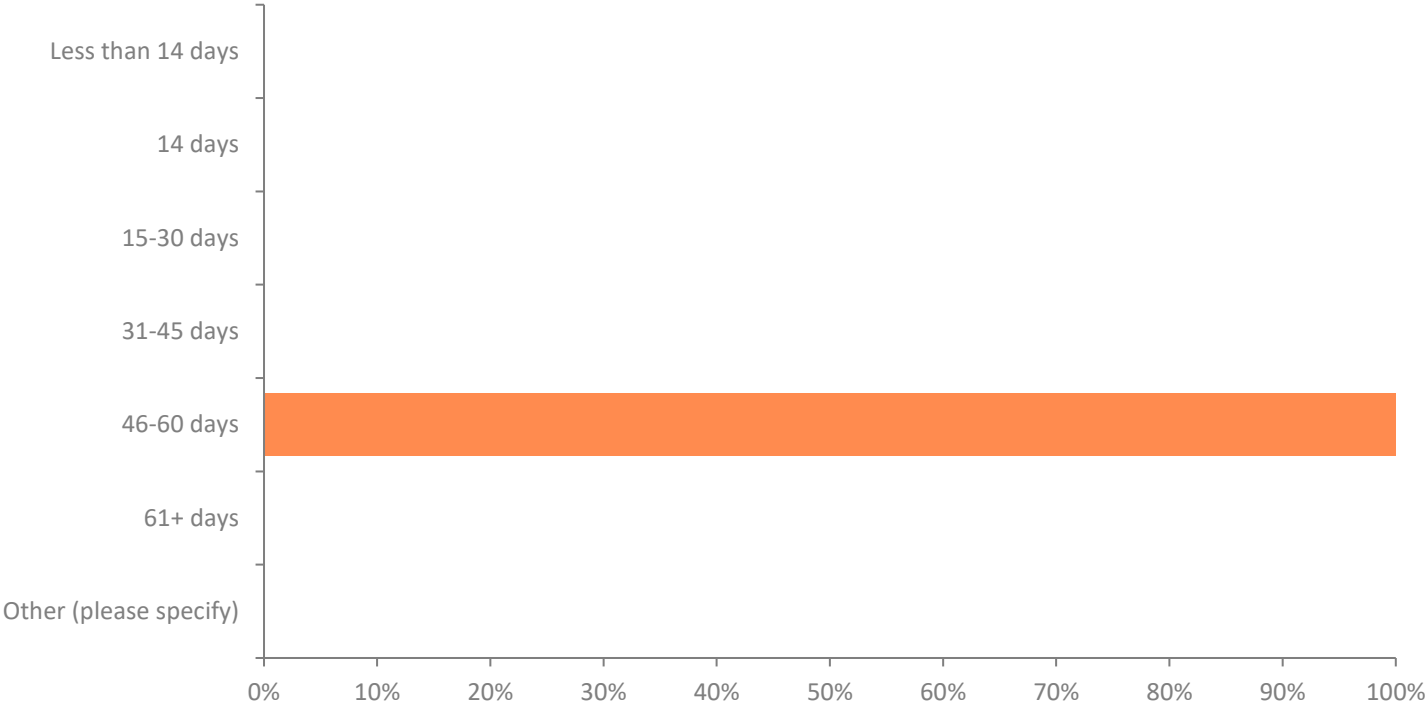
Q5: Of the proposals received in PY 33 (March 1, 2023 to February 29, 2024), how many were new service providers?

Answered: 1 Skipped: 1



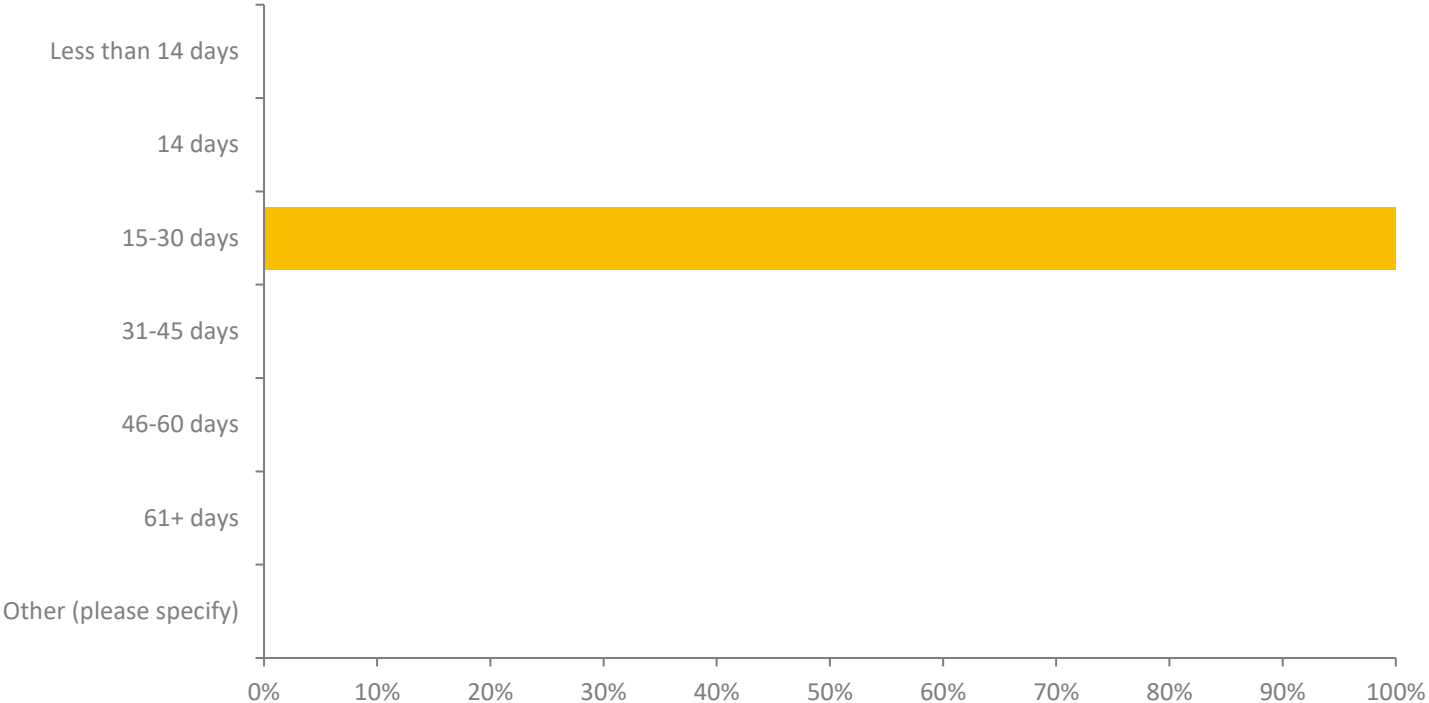
# Q14: In general what is the average timeframe for executing service agreements?

Answered: 1 Skipped: 1



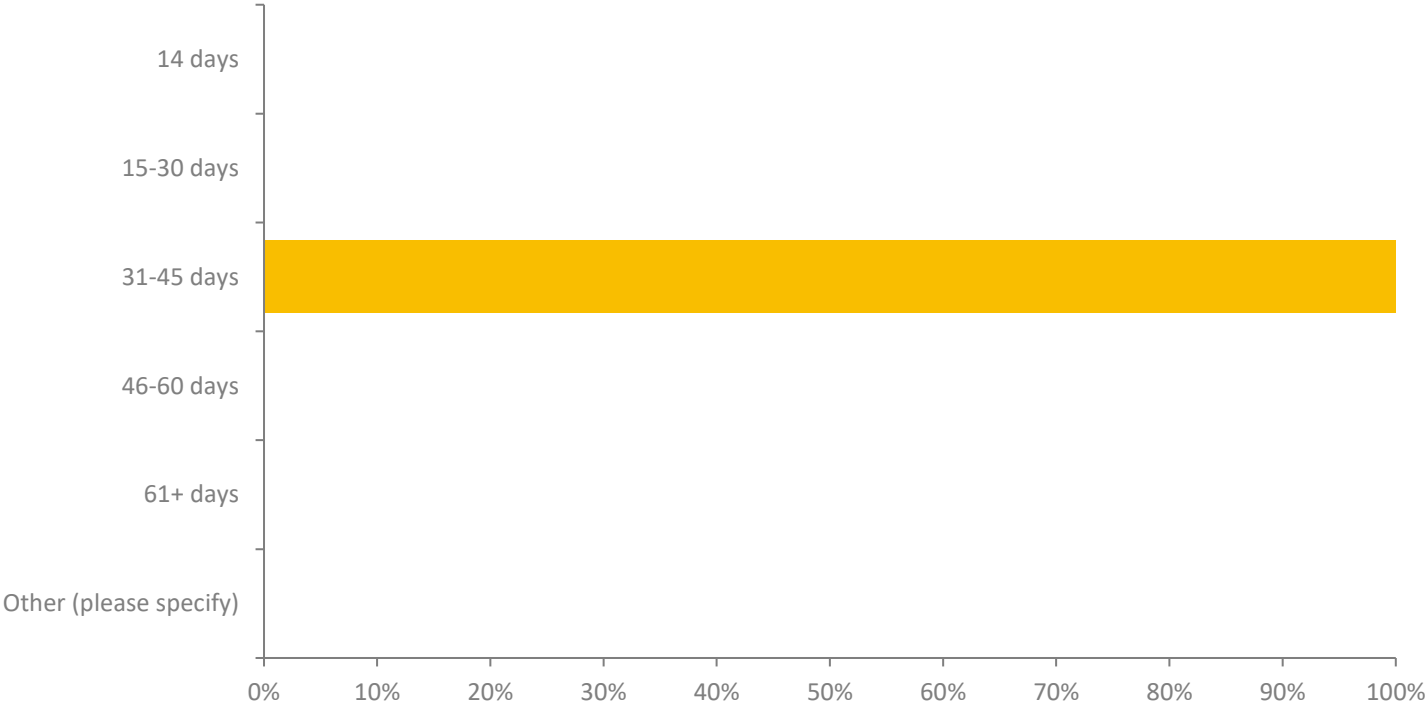
# report and invoice from a service provider and the issuance of a payment?

Answered: 1 Skipped: 1



# monthly report and invoice from a service provider and the issuance of a payment?

Answered: 1 Skipped: 1



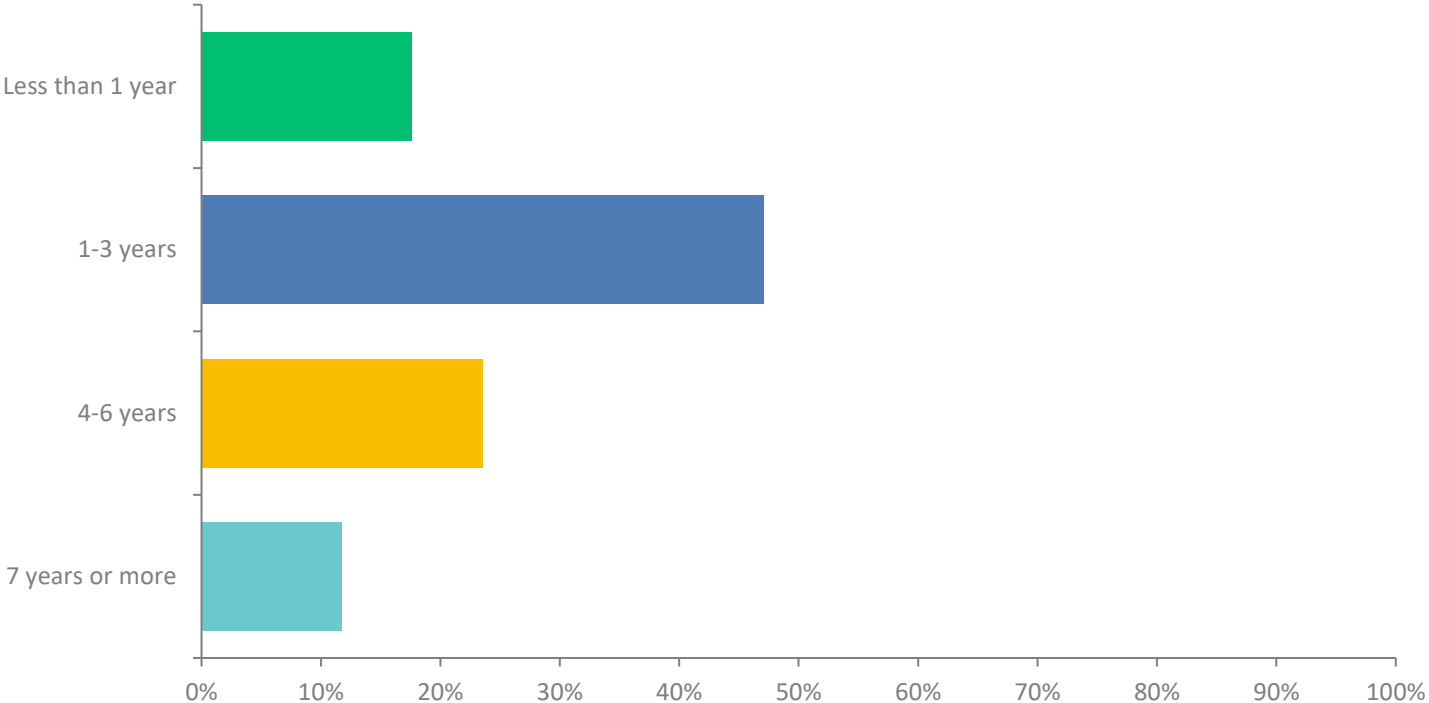
**Assessment of the Efficiency of the Administrative Mechanism (AEAM) Ryan White  
Program Year 33 (March 1, 2023-February 29, 2024) and  
Program Year 34 (March 1, 2024-February 28, 2025)  
Questionnaire for Commissioners**

DRAFT for Operations  
Committee/Discussion Purposes Only



# Q1: How long have you served as a Commissioner and/or Alternate on the Los Angeles County Commission on HIV?

Answered: 17 Skipped: 0



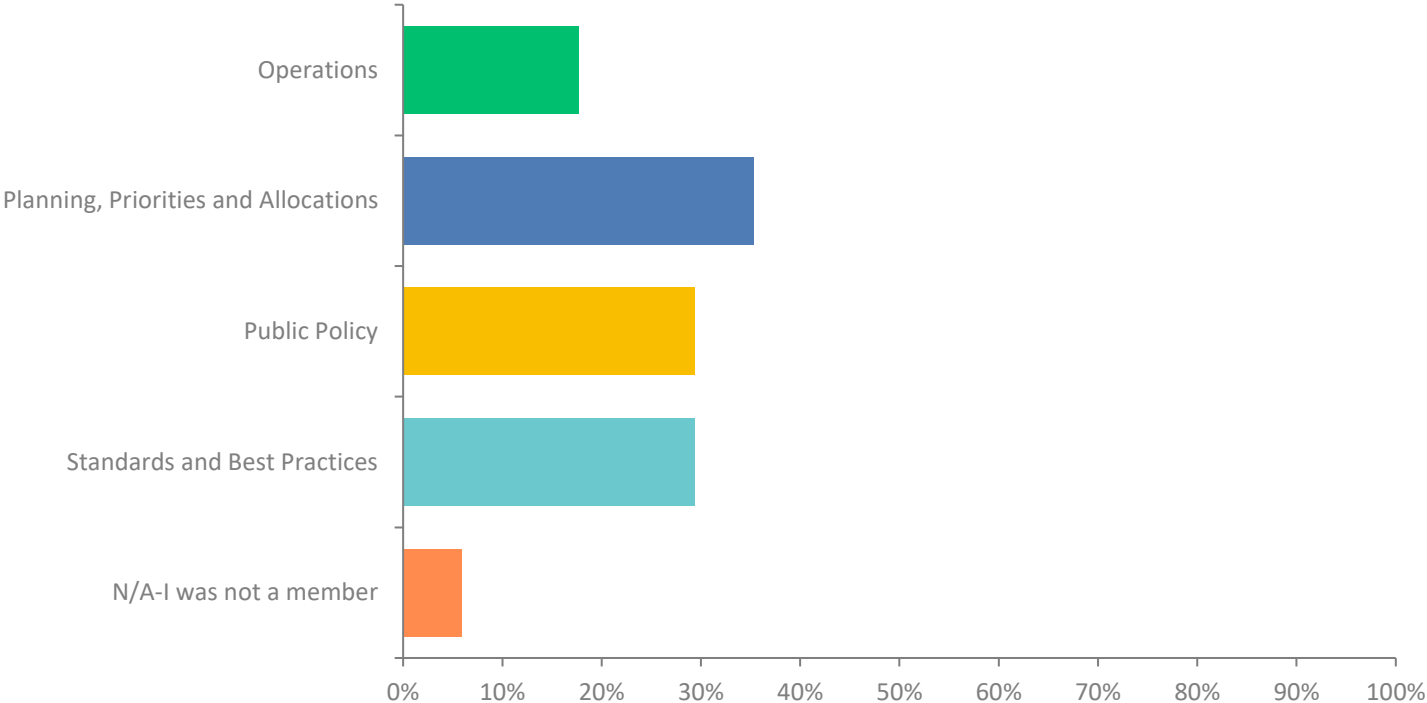
# Q1: How long have you served as a Commissioner and/or Alternate on the Los Angeles County Commission on HIV?

Answered: 17 Skipped: 0

ANSWER CHOICES	RESPONSES	
Less than 1 year	17.65%	3
1-3 years	47.06%	8
4-6 years	23.53%	4
7 years or more	11.76%	2
TOTAL		17

**Q2: Which committee were you a member of during the Ryan White Program Year 33 priority setting and resource allocation process? Program Year 33 is defined as March 1, 2023 – February 29, 2024.**

Answered: 17 Skipped: 0



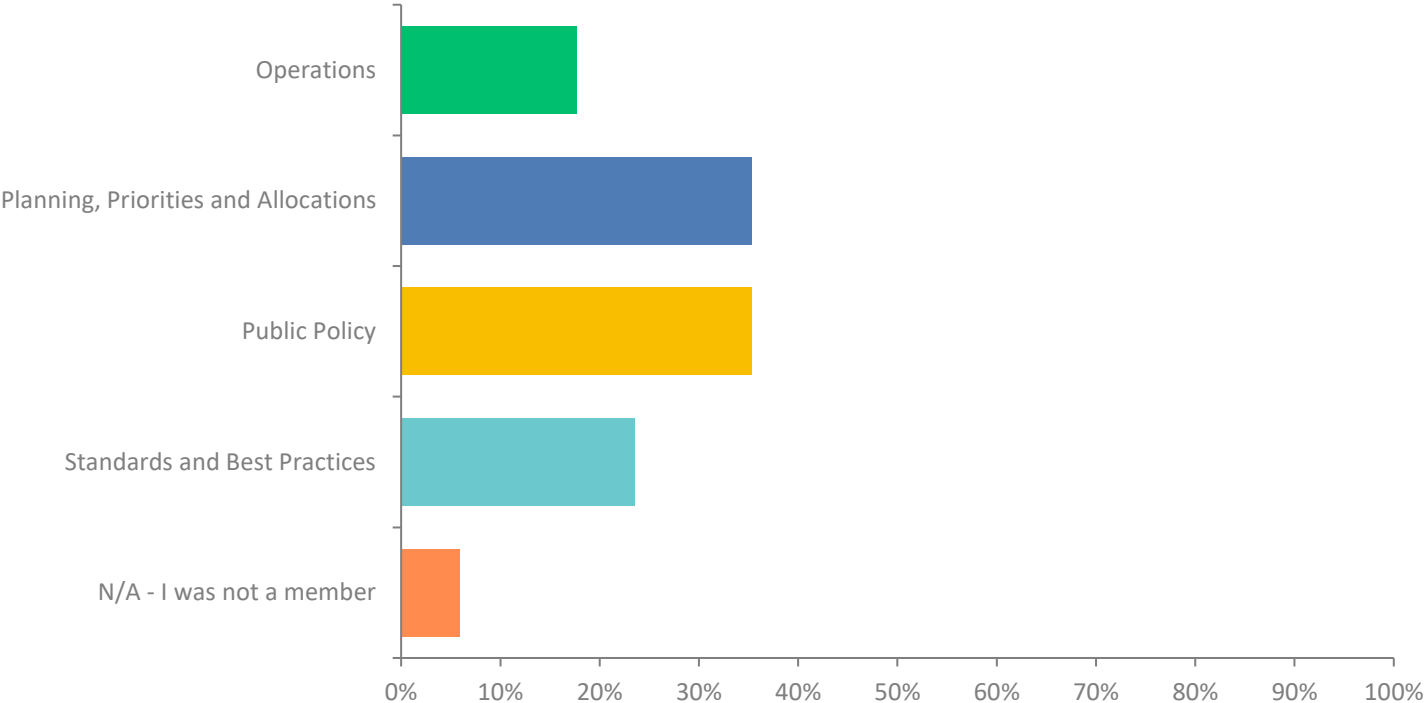
**Q2: Which committee were you a member of during the Ryan White Program Year 33 priority setting and resource allocation process? Program Year 33 is defined as March 1, 2023 – February 29, 2024.**

Answered: 17   Skipped: 0

ANSWER CHOICES	RESPONSES	
Operations	17.65%	3
Planning, Priorities and Allocations	35.29%	6
Public Policy	29.41%	5
Standards and Best Practices	29.41%	5
N/A-I was not a member	5.88%	1
TOTAL		20

**Q3: Which committee were you a member of during the Ryan White Program Year 34 (March 1, 2024 – February 28, 2025) priority setting and resource allocation process? Program year 34 is defined as March 1, 2024 - February 28, 2025.**

Answered: 17 Skipped: 0



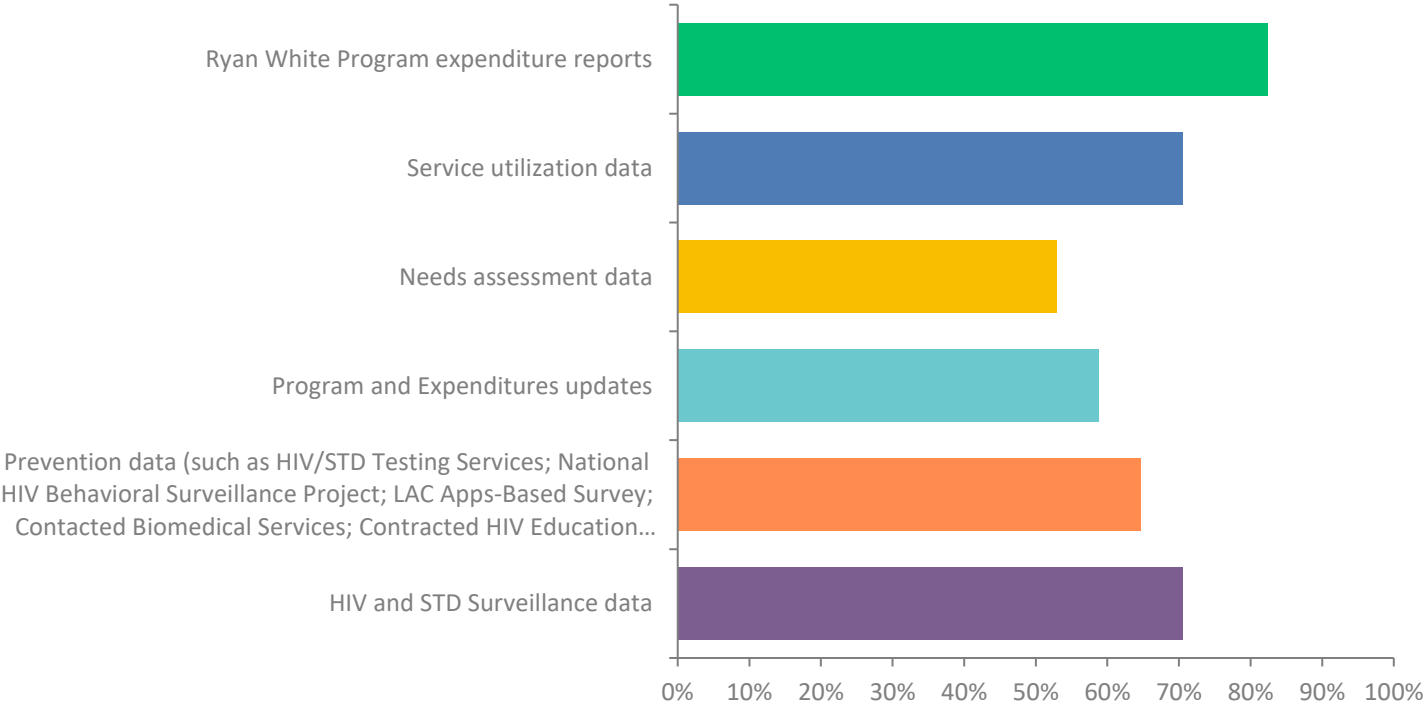
**Q3: Which committee were you a member of during the Ryan White Program Year 34 (March 1, 2024 – February 28, 2025) priority setting and resource allocation process? Program year 34 is defined as March 1, 2024 - February 28, 2025.**

Answered: 17   Skipped: 0

ANSWER CHOICES	RESPONSES	
Operations	17.65%	3
Planning, Priorities and Allocations	35.29%	6
Public Policy	35.29%	6
Standards and Best Practices	23.53%	4
N/A - I was not a member	5.88%	1
TOTAL		20

**Q4: During the Ryan White Program Year 33 (March 1, 2023 – February 29, 2024) and Program Year 34 (March 1, 2024 – February 28, 2025) planning cycle, do you recall any of the following DHSP reports being provided as a part of the priority setting and resource allocation process?**

Answered: 17   Skipped: 0



**Q4: During the Ryan White Program Year 33 (March 1, 2023 – February 29, 2024) and Program Year 34 (March 1, 2024 – February 28, 2025) planning cycle, do you recall any of the following DHSP reports being provided as a part of the priority setting and resource allocation process?**

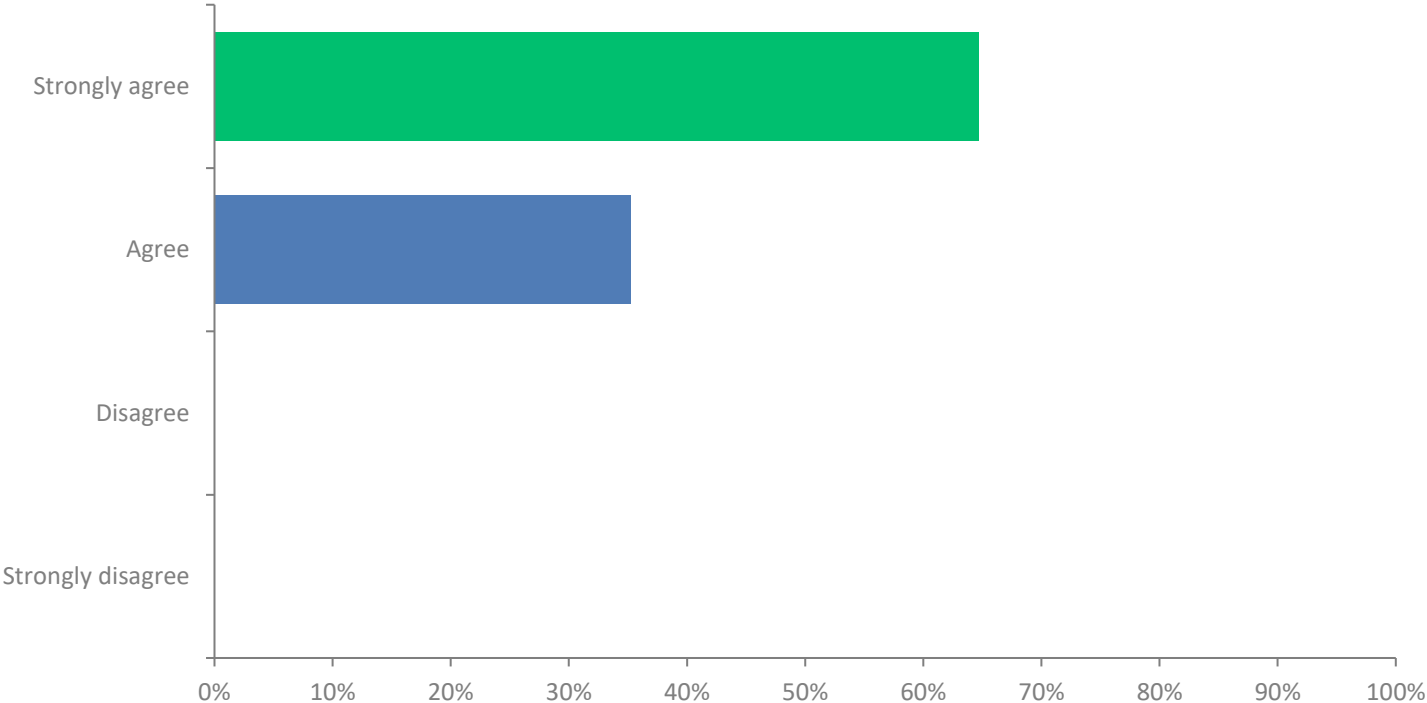
Answered: 17   Skipped: 0

ANSWER CHOICES	RESPONSES	
Ryan White Program expenditure reports	82.35%	14
Service utilization data	70.59%	12
Needs assessment data	52.94%	9
Program and Expenditures updates	58.82%	10
Prevention data (such as HIV/STD Testing Services; National HIV Behavioral Surveillance Project; LAC Apps-Based Survey; Contacted Biomedical Services; Contracted HIV Education and Risk Reduction (HERR) Services); Contracted Vulnerable Populations Services)	64.71%	11
HIV and STD Surveillance data	70.59%	12



**Q5: Please indicate the degree to which you agree with the following statement: There is opportunity for consumer participation and input in the planning, priority setting and resource allocation process.**

Answered: 17   Skipped: 0



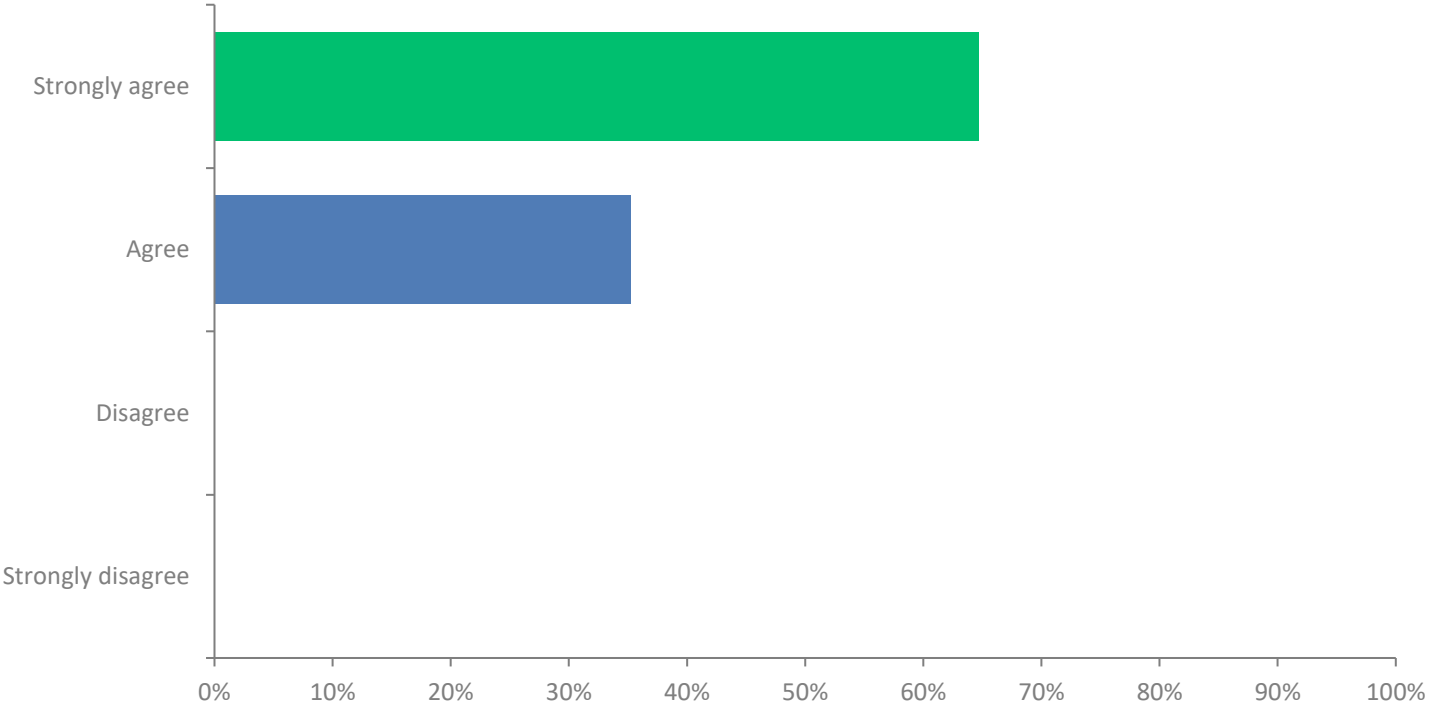
**Q5: Please indicate the degree to which you agree with the following statement: There is opportunity for consumer participation and input in the planning, priority setting and resource allocation process.**

Answered: 17   Skipped: 0

ANSWER CHOICES	RESPONSES	
Strongly agree	64.71%	11
Agree	35.29%	6
Disagree	0.00%	0
Strongly disagree	0.00%	0
TOTAL		17

**Q6: Please indicate the degree to which you agree with the following statement: During the PY 33 and PY 34 planning cycles, I was notified of planning, priority setting and resource allocation activities and meetings.**

Answered: 17   Skipped: 0



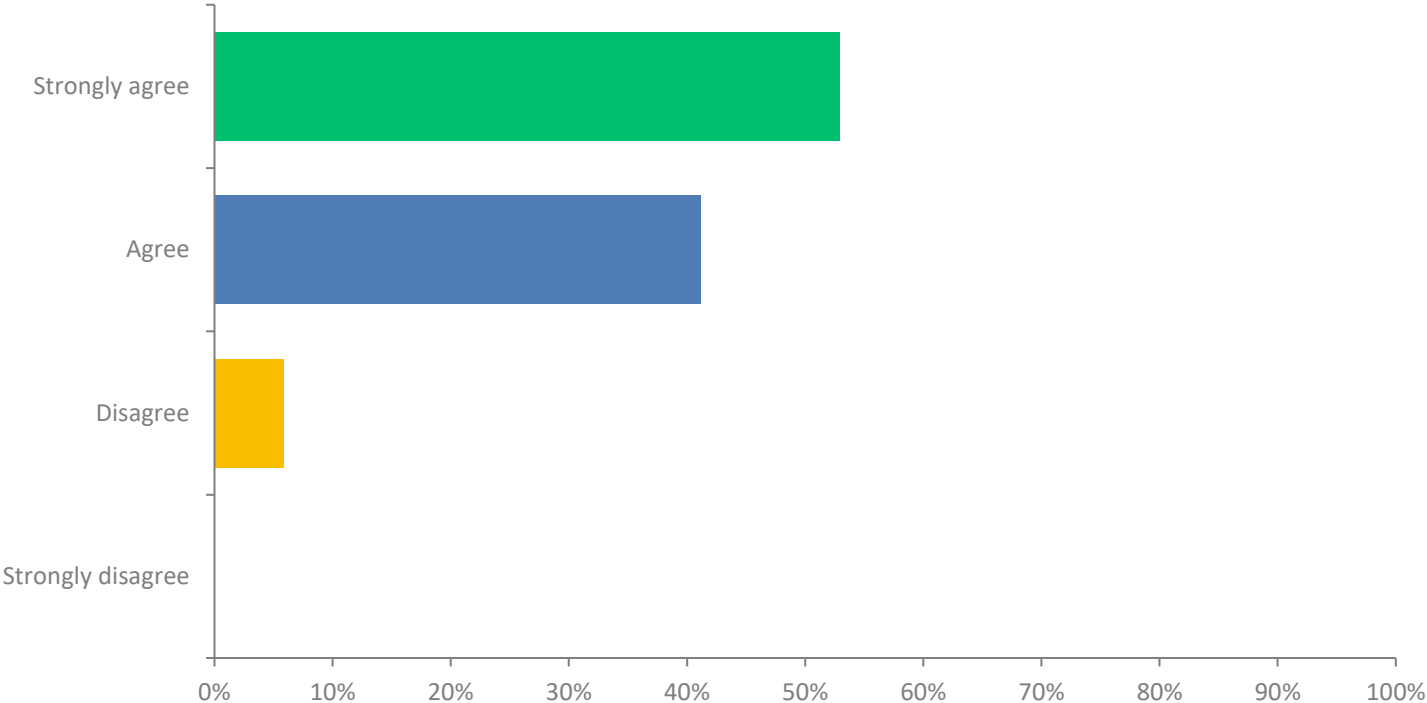
**Q6: Please indicate the degree to which you agree with the following statement: During the PY 33 and PY 34 planning cycles, I was notified of planning, priority setting and resource allocation activities and meetings.**

Answered: 17   Skipped: 0

ANSWER CHOICES	RESPONSES	
Strongly agree	64.71%	11
Agree	35.29%	6
Disagree	0.00%	0
Strongly disagree	0.00%	0
TOTAL		17

**Q7: Please indicate the degree to which you agree with the following statement: In terms of structure and process, the Commission on HIV is effective as a planning body.**

Answered: 17 Skipped: 0



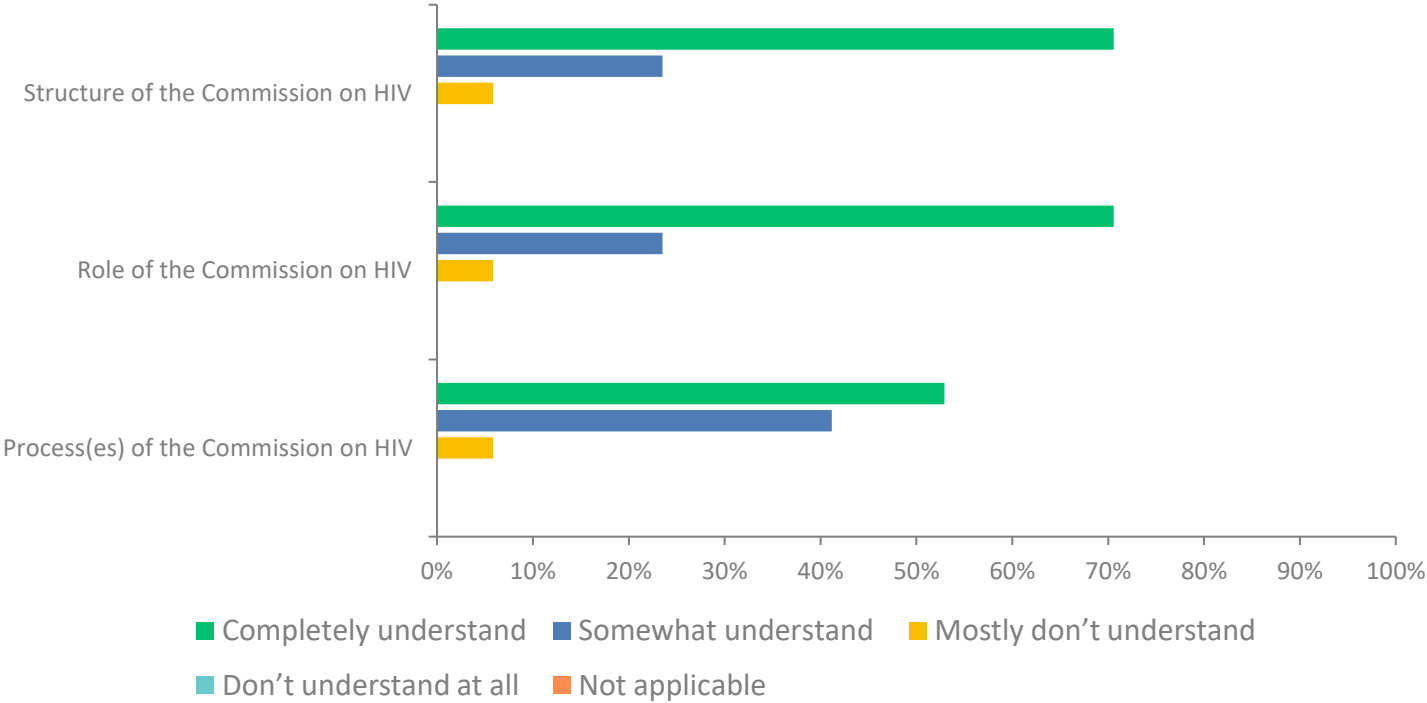
**Q7: Please indicate the degree to which you agree with the following statement: In terms of structure and process, the Commission on HIV is effective as a planning body.**

Answered: 17   Skipped: 0

ANSWER CHOICES	RESPONSES	
Strongly agree	52.94%	9
Agree	41.18%	7
Disagree	5.88%	1
Strongly disagree	0.00%	0
TOTAL		17

# Q8: Please indicate the degree to which you understand the following:

Answered: 17 Skipped: 0



## Q8: Please indicate the degree to which you understand the following:

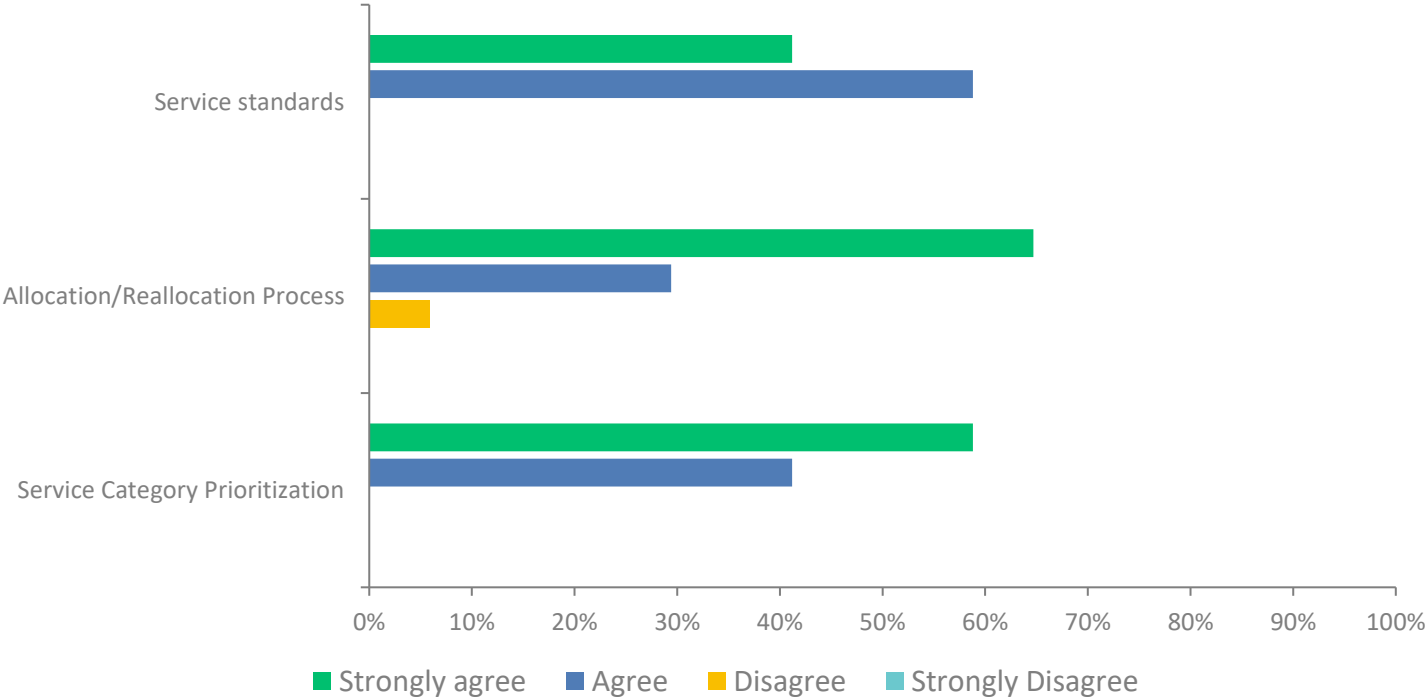
Answered: 17 Skipped: 0

	COMPLETE LY UNDERSTA ND	SOMEWHA T UNDERSTA ND	MOSTLY DON'T UNDERSTA ND	DON'T UNDERSTA ND AT ALL	NOT APPLICABL E	TOTAL
Structure of the Commission on HIV	70.59% 12	23.53% 4	5.88% 1	0.00% 0	0.00% 0	17
Role of the Commission on HIV	70.59% 12	23.53% 4	5.88% 1	0.00% 0	0.00% 0	17
Process(es) of the Commission on HIV	52.94% 9	41.18% 7	5.88% 1	0.00% 0	0.00% 0	17



**Q9: Please indicate the degree to which you agree with the following statements: The Commission on HIV has prepared me to make decisions related to:**

Answered: 17 Skipped: 0



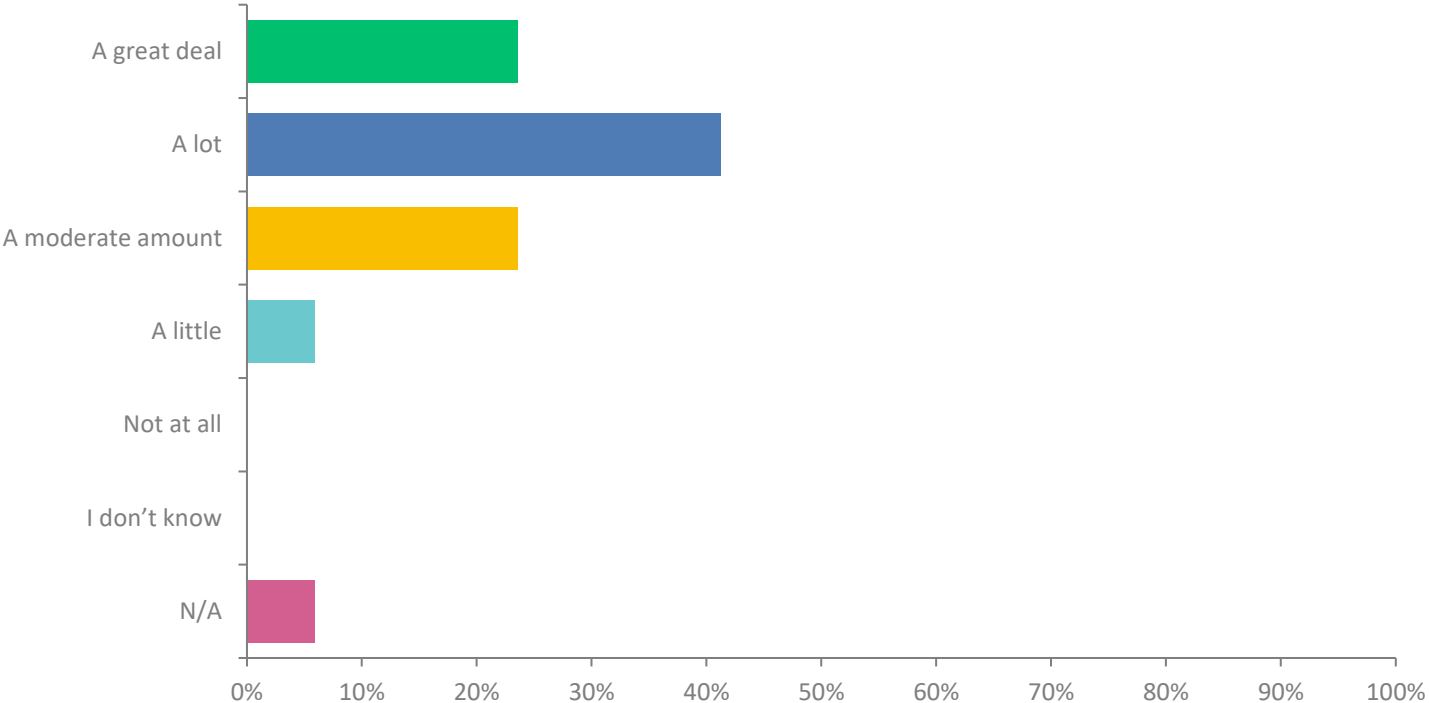
**Q9: Please indicate the degree to which you agree with the following statements: The Commission on HIV has prepared me to make decisions related to:**

Answered: 17 Skipped: 0

	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	TOTAL
Service standards	41.18% 7	58.82% 10	0.00% 0	0.00% 0	17
Allocation/Reall ocation Process	64.71% 11	29.41% 5	5.88% 1	0.00% 0	17
Service Category Prioritization	58.82% 10	41.18% 7	0.00% 0	0.00% 0	17

# allocations established by the Commission on HIV in the Ryan White Program Year 33 and 34 were followed by DHSP.

Answered: 17 Skipped: 0



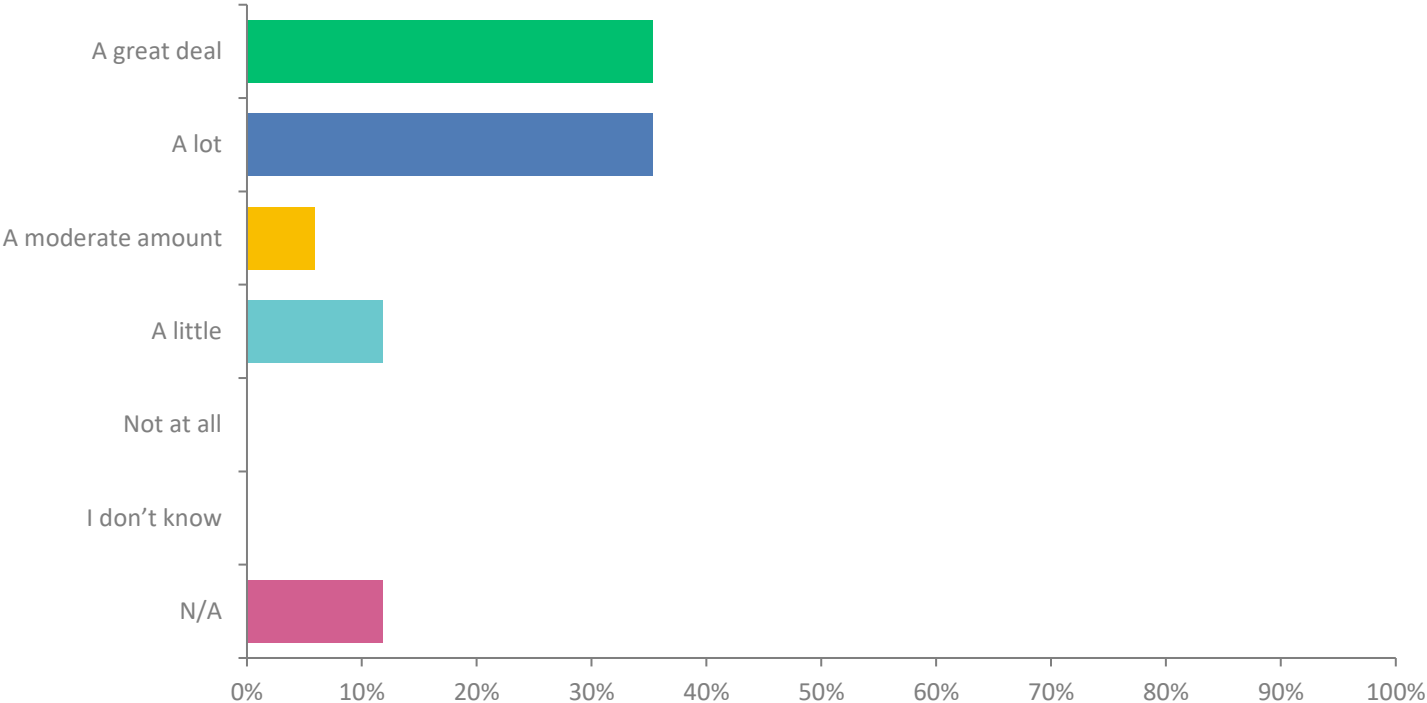
**Q10: Please indicate the degree to which you believe the priorities and allocations established by the Commission on HIV in the Ryan White Program Year 33 and 34 were followed by DHSP.**

Answered: 17   Skipped: 0

ANSWER CHOICES	RESPONSES	
A great deal	23.53%	4
A lot	41.18%	7
A moderate amount	23.53%	4
A little	5.88%	1
Not at all	0.00%	0
I don't know	0.00%	0
N/A	5.88%	1
TOTAL		17

**Q11: Please indicate the degree to which you believe the priorities and allocations established by the Commission on HIV in the Ryan White Program Year 33 and 34 were followed by DHSP.**

Answered: 17 Skipped: 0



**Q11: Please indicate the degree to which you believe the priorities and allocations established by the Commission on HIV in the Ryan White Program Year 33 and 34 were followed by DHSP.**

Answered: 17   Skipped: 0

ANSWER CHOICES	RESPONSES	
A great deal	35.29%	6
A lot	35.29%	6
A moderate amount	5.88%	1
A little	11.76%	2
Not at all	0.00%	0
I don't know	0.00%	0
N/A	11.76%	2
TOTAL		17

**From:**  
**To:** List of Pride events for recruitment and community engagement  
**Subject:** Thursday, March 13, 2025 5:03:00 PM  
**Date:**

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**CAUTION: External Email. Proceed Responsibly.**

Off Sunset/leather kink pride April 27

Riverside Pride May 10th

Long Beach Pride may 17-18 (Ishmael would be the person to talk to)

Weho Pride May 31-Jun 1 (we should speak with Dee about having soace or at least a ticket or vendor credentials into the music festival to do some outreach in our commission shirts)

SELA Pride June 28th

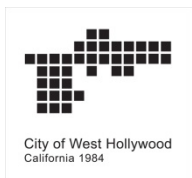
San Francisco Pride June 28-29th

Los Angeles Pride June 7-8th

San Diego Pride July 19-20th

Erica and I have been discussing attending and possibly being in things like the parades much like we discussed last year.

[Yahoo Mail: Search, Organize, Conquer](#)



# City of West Hollywood

City Hall  
8300 Santa Monica Blvd.  
West Hollywood, CA  
90069-6216  
(323) 848-6400

Contact

**Sheri A. Lunn**  
Public Information Officer  
(323) 848-6391  
slunn@weho.org

**Joshua Schare**  
Director of Communications  
(323) 848-6431  
jschare@weho.org

FOR IMMEDIATE RELEASE

## **WeHo Pride 2025 Opens Participant Application Portals for WeHo Pride Street Fair and WeHo Pride Parade**

***WeHo Pride Weekend: May 30 to June 1***  
***Friday Night at OUTLOUD: May 30***  
***OUTLOUD at WeHo Pride: May 30 to June 1***  
***WeHo Pride Parade: June 1***

***WeHo Pride Street Fair: May 31 to June 1***  
***Women's Freedom Festival & Dyke March: May 31***

***WeHo Pride Arts Festival: May 23 to May 25***

*Updates and Details will be Posted at [www.wehopride.com](http://www.wehopride.com)*

*Follow [@wehopride](#) and [@wehocity](#) on [Instagram](#) and [Facebook](#)  
and Sign Up for Text Updates by Texting 'Pride' to (323) 848-5000*

**WEST HOLLYWOOD, January 30, 2025** – The City of West Hollywood has opened the application portals for its WeHo Pride 2025 celebration in May and June. [WeHo Pride Weekend](#) will take place on **Friday, May 30, 2025; Saturday, May 31, 2025; and Sunday, June 1, 2025** in and around West Hollywood Park, located at 647 N. San Vicente Boulevard. The weekend will include a free Street Fair, the Women's Freedom Festival, the Dyke March, the WeHo Pride Parade, and the ticketed [OUTLOUD at WeHo Pride](#) music festival and Friday Night at OUTLOUD.

The **WeHo Pride Street Fair** will take place on Saturday, May 31, 2025 and Sunday, June 1, 2025 and will celebrate Pride with diverse participation of LGBTQ+ community groups and allied organizations as part of visibility and expression. The Street Fair is free and will feature a vibrant variety of exhibitors along Santa Monica Boulevard. There will be live entertainment and performances on a community stage, highlighting the LGBTQ+ community.



The Street Fair is open to everyone and is a great occasion to take part in WeHo Pride's LGBTQ+ community experience. **WeHo Pride Street Fair**

**applications** are currently open for vendors, artists, performers, and more. The Street Fair promises to be bigger and better than ever before. With a wide range of activities and options, there is sure to be something for everyone.

Organizations interested in applying to participate as an Exhibitor at the WeHo Pride Street Fair can [apply here](#), no later than April 15, 2025. Food and beverage vendors interested in participating in the event can reach out to [vendor@dlsevents.com](mailto:vendor@dlsevents.com) for more information.

Get festive as we roll down Santa Monica Boulevard for the **WeHo Pride Parade** on Sunday, June 1, 2025! The WeHo Pride Parade is an imaginative and colorful annual tradition along Santa Monica Boulevard that embraces LGBTQ+ representation, inclusion, and progress. Full of music, dancing, colorful floats, festive marching contingents, and creative flair, the Parade celebrates LGBTQ+ people and our contributions to community and culture. The Parade is a lively, energetic experience with good cheer and great vibes, and a whole lot of rainbows! Whether you participate in the Parade or join in the fun as a spectator, there's something for everyone at the WeHo Pride Parade! Organizations and individuals interested in submitting an application to participate as an entrant in the annual WeHo Pride Parade can [apply here](#), no later than April 15, 2025. Get creative and think outside of the box! The WeHo Pride Parade welcomes floats, bands, drill teams, dance teams, entertainment entries, marchers, and more.

There are a variety of ways for brands to sponsor WeHo Pride, as well. From traditional activation spaces (Street Fair visibility and Parade entries) to inclusion at one of the most diverse music events nationally, as well as creative customized opportunities, there are multiple outlets for brand visibility! Organizations interested in becoming a WeHo Pride sponsor can reach out to [sponsorship@jj-la.com](mailto:sponsorship@jj-la.com)

Additional details about WeHo Pride 2025 will be posted as they become available at [www.wehopride.com](http://www.wehopride.com). Follow @wehopride on [Instagram](#) and [Facebook](#) and follow @officiallyoutloud on [Instagram](#) and [Facebook](#).

**About WeHo Pride and the City of West Hollywood** – Since its incorporation in 1984, the City of West Hollywood has become one of the most influential cities in the nation for its outspoken advocacy on LGBTQ issues. Home to the “Rainbow District” along Santa Monica Boulevard, which features a concentration of historic LGBTQ clubs, restaurants, and retail shops, West Hollywood consistently tops lists of “most LGBTQ friendly cities” in the nation. More than 40 percent of residents in West Hollywood identify as LGBTQ and four of the five members of the West Hollywood City Council are openly LGBTQ.

Pride is deeply rooted part of West Hollywood’s history and culture. In fact, Pride events have taken place in West Hollywood for more than 40 years (since 1979, five years before the City of West Hollywood was incorporated as a municipality). The City’s embrace of Pride is part of its advocacy for nearly four decades for measures that support LGBTQ individuals, and the City is in the vanguard on efforts to gain and protect equality for all people on a state, national, and international level. The City of West Hollywood is one of the first municipalities to form a Lesbian & Gay Advisory Board (now LGBTQ+ Commission) and a Transgender Advisory Board, which each address matters of advocacy. As part of its support of the transgender community, the City has a [Transgender Resource Guide](#) available on the City’s website.

In 2022, the City of West Hollywood inaugurated WeHo Pride with programming that represents a diverse array of LGBTQ community groups as part of visibility, expression, and celebration. West Hollywood is a community of choice for LGBTQ people from throughout the world and WeHo Pride embraces a source of deep connection for its LGBTQ history and culture.

For more information about WeHo Pride and the WeHo Pride Arts Festival, please visit [www.wehopride.com](http://www.wehopride.com). For more information about

OUTLOUD at WeHo Pride, please visit [www.weareoutloud.com](http://www.weareoutloud.com). For inquiries to the City of West Hollywood's Event Services Division related to WeHo Pride, please email [wehopride@weho.org](mailto:wehopride@weho.org). For people who are Deaf or hard of hearing dial 711 or 1-800-735-2929 (TTY) or 1-800-735-2922 (voice) for California Relay Service (CRS) assistance.

For up-to-date information about City of West Hollywood news and events, follow @wehocity on [social media](#), sign-up for [news updates](#) at [www.weho.org/email](http://www.weho.org/email), and visit the City's [calendar](#) of meetings and events at [www.weho.org/calendar](http://www.weho.org/calendar). West Hollywood City Hall is open for walk-in services at public counters or by appointment by visiting [www.weho.org/appointments](http://www.weho.org/appointments). City Hall services are accessible by phone at (323) 848-6400 and via website at [www.weho.org](http://www.weho.org). Receive text updates by texting "WeHo" to (323) 848-5000.

For reporters and members of the media seeking additional information about the City of West Hollywood, please contact the City of West Hollywood's Public Information Officer, Sheri A. Lunn, at (323) 848-6391 or [slunn@weho.org](mailto:slunn@weho.org).

# # #

[Start Application](#)

## APPLICATION

# 2025 WeHo Pride Street Fair Exhibitor Application



Deadline: Apr 15, 2025 11:59 pm (GMT-07:00)  
Pacific Time (US & Canada)



[WeHo Pride 2025](#)



Date: May 31, 2025 12:00 pm – Jun 01, 2025  
8:00 pm (PDT)



West Hollywood, California



Free

## About the application

The WeHo Pride Street Fair is a free and open-to-the-public event that will take place along Santa Monica Blvd on May 31 and June 1, 2025, featuring exhibitor booths, vendors, a stage with all types of entertainment, and sponsor activations. The event



2025 WEHO PRIDE STREET FAIR EXHIBITOR  
APPLICATION  
WeHo Pride 2025

[Start Application](#)

PM – 8:00 PM on both days.

[Show less >](#)

### About the event

The WeHo Pride Street Fair is a two-day event, taking place May 31 & June 1, 2025 in the heart of West Hollywood.



JJLA

Contact  
Organizer

### Terms & Conditions

This is a conditional application, so there is no payment due now. Any required payment to participate as a WeHo Pride Street Fair Exhibitor will follow the fee outline for approved Exhibitors:

- 501c3 Not-for-Profit/Non-

[Show more >](#)

## Questions on the application

### Business information

- Business name
- Legal business name

### Additional information

- This application is for Exhibitors only. Food &



2025 WEHO PRIDE STREET FAIR EXHIBITOR  
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WeHo Pride 2025

Start Application

- Logo (Optional)

independently produced events through the WeHo Pride Community Grant Program, a separate application must be completed. Exhibitors must have a minimum of two representatives per Exhibitor space for the entire duration of the WeHo Pride Street Fair; the event hours are Saturday, May 31 and Sunday, June 1 from 12PM until 8PM. A representative must also be present during designated set-up and load-out times. The City of West Hollywood reserves the right to approve any Exhibitor items for distribution or sale. The distribution and/or sale of tobacco, vaping products, cannabis, alcohol, and weapons are strictly prohibited. The DEADLINE to submit applications is April 15, 2025. Due to limited space, the completion of this application does not guarantee participation. Notification of selection will be provided on or before April 30, 2025.

- Please select where your business is incorporated.
- Which best describes your business?
- If you are a City or County based non-profit, not-for-



2025 WEHO PRIDE STREET FAIR EXHIBITOR  
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[Start Application](#)

below. Please note that complimentary Exhibitor spaces are limited; neither the City of West Hollywood, nor JILA can guarantee that all groups that meet the criteria will be approved for a complimentary 10x10 space. Groups must meet all the following criteria, and priority will be given to non-commercial ventures. Please select all that apply to your organization:

- If your organization is not selected to be part of the complimentary booth program, are you still interested in participating at the above applicable rate? (Please note, your selection below will not affect your organization's consideration for a complimentary booth)
- What are your business/organization/group's social media handles, if applicable? Type in N/A if you do not have social media associated with your business/organization/group.
- Please briefly describe your business/organization/group mission and/or goals.
- Please briefly describe the business/organization/group connection to the LGBTQ+ community



2025 WEHO PRIDE STREET FAIR EXHIBITOR  
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WeHo Pride 2025

[Start Application](#)

- What types of activities will occur in your Exhibitor space?
- This year we are encouraging all Street Fair participants to create exciting and experiential booths. With that in mind, please describe the types of activities that will occur and how you plan to attract and engage participants in your exhibitor space.
- Merchants intending to sell items during WeHo Pride: Any individual conducting business within the City of West Hollywood must possess a current and valid business tax certificate and/or must obtain a Temporary Peddlers Business License, at an additional cost. If your application is approved, you will be sent information regarding the required licenses/certificates. Additional information about the business tax certificate process can be found at <https://www.weho.org/business/business-resources/business-tax-certificate-application-process>. Additional information about the Temporary Peddlers Business Licenses can be found



2025 WEHO PRIDE STREET FAIR EXHIBITOR  
APPLICATION  
WeHo Pride 2025

Start Application



licensing-and-permits/business-licensing/peddler-and-solicitor Approved businesses engaging in sales must complete this process no later than Thursday, May 15.

- Will your load-in require the use of any special equipment?
- If special equipment is needed, what do you require? (please note: use of special equipment requires approval from event organizers and is not guaranteed; equipment must be from an approved vendor and may result in a charge for rental)
- Does your initial load-in require the use of a vehicle to drop off supplies?
- Estimated Load-In Duration
- Please note that there will be NO vehicle access on Sunday, June 1; exhibitors will need to make alternate arrangements for booth breakdown and supply removal.
- Estimated Load-Out Duration
- As you envision it right now, does your ideal booth design currently require any special logistic considerations? If yes, please describe. (Special logistic considerations are



2025 WEHO PRIDE STREET FAIR EXHIBITOR  
APPLICATION  
WeHo Pride 2025

[Start Application](#)

- Are you also planning on participating in the WeHo Pride Parade? Please note, there is a separate application for the parade. Parade application can be found here:  
<https://form.jotform.com/220595937379169>
- Are you interested in partnership opportunities for WeHo Pride 2025? Please check the box below and/or email [sponsorship@jj-la.com](mailto:sponsorship@jj-la.com).
- All applicants must review & accept the required liability waiver.
- Please confirm that all of the information in this document is accurate and factual.

---

## Contact us

Have questions?

[Contact event organizer](#)

Technical support:

[Contact us here](#)

Eventeny was founded on the belief that managing large-scale events with hundreds of exhibitors, vendors, sponsors, and volunteers should not be stressful and burdensome. Our mission is to remove event organizers from being the 5th most stressful job in the world. That's why we built Eventeny and continue to work everyday on the biggest problems in the event industry. We don't just dream it, we



2025 WEHO PRIDE STREET FAIR EXHIBITOR  
APPLICATION  
WeHo Pride 2025

[Start Application](#)



**2025 WEHO PRIDE STREET FAIR EXHIBITOR  
APPLICATION**  
WeHo Pride 2025

[Start Application](#)

# WEHO PRIDE PARADE

**Date:** Sunday, June 1, 2025

**Start Time:** 12:30p

**Location:** West Hollywood, California

**Parade Route:** 1.5 miles – Start at Santa Monica Boulevard and North Crescent Heights Boulevard. Proceed west on Santa Monica Boulevard to North La Peer Drive

**Anticipated Attendance:** Over 50,000

**Parade entries:** Get ready to shine at the WEHO Pride Parade! This is your chance to be part of an unforgettable celebration of self-expression, love, and all things fabulous! We're looking for parade entries that are bursting with energy, creativity, and color – bring your most fun, exciting, and entertaining ideas to life! Whether you're dazzling with costumes, lighting up the street with floats, or spreading joy with vibrant performances, WEHO Pride is YOUR stage to showcase your pride. Let's make this year's parade a dazzling display of love, inclusivity, and pure entertainment – join the party and show your pride in style!

**Please read the general parade guidelines, located near the bottom of the application, before submitting.**

The parade is limited to a two-hour event and the number of entries is limited to 100. Respond early to be considered for placement in our parade. The parade will be televised LIVE throughout the Los Angeles market on KTLA 5.

For updated information on the parade, please visit our website at <https://www.wehopride.com>

**Entry Deadline - April 15**

**Parade organizers will approve applicants. Notification of acceptance will be emailed**

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## ENTRY APPLICATION

Completing an application does not guarantee a position in the parade. You will be notified of your entry's acceptance via email.

---

Parade Year \*

☐ 2025

Organization / Business Name \*

**Contact Name \***

First Name

Last Name

**Mailing Address \***

Street or PO Box

City

State / Province

Postal / Zip Code

**Email Address \***

example@example.com

**Primary Phone \***

**Parade Day Phone \***

**Website Address**

Alternate Contact Name

First Name

Last Name

Alternate Contact Phone

(000) 000-0000

ENTRY TYPE

ENTRY CLASSIFICATION AND FEES \*

- ☐ 501c3 Non-Profit Community Organization incorporated in the City of West Hollywood or Los Angeles County - Entry Fee - Free - subject to approval/available space
- ☐ 501c3 Non-Profit Community Organization in California (incorporated outside of Los Angeles County) - Entry Fee - \$1,500.00
- ☐ 501c3 Non-Profit National/International Organization (incorporated outside the state) - Entry Fee - \$3,000.00
- ☐ Business - City of West Hollywood incorporated - Entry Fee - \$750.00
- ☐ Business - Los Angeles County incorporated - Entry Fee - \$1,000.00
- ☐ Business - California/National/International (incorporated outside of the county, state or country) - Entry Fee - \$10,000.00
- ☐ Sponsorship Opportunities - email Julie@jj-la.com
- ☐ Government Agency / Official - Entry Fee - Free - subject to approval/available space
- ☐ Bands/Entertainment Groups (including college/university/community bands or entertainment groups only - Entry fee - Free (subject to approval/available space

**We will email you a payment link for entry fees that apply, upon your acceptance into the parade.**

**ENTRY TYPE \***

- ☐ BAND
- ☐ FLOAT
- ☐ GUEST
- ☐ MARCHERS/ENTERTAINMENT
- ☐ VEHICLE



## **ENTRY TYPE DEFINITIONS**

**BAND** - Marching Band, Drum Corps,  
Pipe Band

**FLOAT** - Self-propelled, Towed, Pushed,  
or Pulled

**GUEST** - Invited Guest / Elected Official

**MARCHERS/ENTERTAINMENT** - Dance  
Group, Drill Team, Costumed, Marchers,  
Veterans

**VEHICLE** - Antique, Decorated,  
Single/Individual, Tour Bus, Car Club, Fire  
Truck

---

## **ENTRY INFORMATION**

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Entry Description \*

Please provide a complete description of the entry. Explain, what your entry will look like in the parade. Provide theme, music, costumes, decorations, uniforms, etc. NOTE: Description of entry will be used for the application review process by the organizers.

LENGTH OF ENTRY (FOR STAGING) \*

Length in feet

NUMBER OF PARTICIPANTS (limited to a maximum of 100) \*

People in/with entry

### FLOAT

☐ Professional Built

☐ Self Built

Float Size - Length, Width, Height

MAXIMUM SIZE - 50' L X 10' W X 14' H (from ground)

---

## Parade Floats

Contact any of our recommended professional float builders listed below.

---

### **Manmade Entertainment**

Michelle Czernin von Chudentiz Morzin

[michelle@manmadeentertainment.net](mailto:michelle@manmadeentertainment.net)

310-279-2117

### **AES (Artistic Entertainment Services)**

Kyle Amerine

[Kyle@aescreative.com](mailto:Kyle@aescreative.com)

626-334-9388

### **Phoenix Decorating**

Chris or William Lofthouse

[chris@phoenixdeco.com](mailto:chris@phoenixdeco.com)

626-793-3174

**Floatasia Parade Float Company**

Mark Van Milligan

[Mvm9607@aol.com](mailto:Mvm9607@aol.com)

619-735-4173

**The Parade Guys**

Stephanie Mufson

[Steph@theparadeguys.com](mailto:Steph@theparadeguys.com)

510-260-6097

**MARCHERS/ENTERTAINMENT UNIT  
(no more than 100 participants in an entry)**

- ☐ Drill / Dance Team
- ☐ Entertainment Unit
- ☐ Marchers
- ☐ Other

**VEHICLE**

- ☐ Antique / Vintage
- ☐ Collectors Club
- ☐ Fire Truck
- ☐ Other

**Number of Vehicles**

Number of vehicles will be limited per entry

---

Any amplified or live music or sound?

☐ Yes

☐ No

If YES for music/sound, please describe:

Type here...

Any support vehicles with this entry?

☐ Yes

☐ No

If YES, describe purpose of vehicle:

Type here...

Vehicles for sound, props, etc.

---

## ANNOUNCER SCRIPT

Please provide a brief script for the on street announcers. Include name of organization, name of unit, name of director, interesting facts, description of routine, costumes, decorations, props, etc.

---

---

Announcer Script (script subject to editing) \*

Type here...

0/100

**Additional Comments or Requests:**

Type here...

---

## ENTRY REQUIREMENTS AND GUIDELINES

Please read, print or download entry requirements and general guidelines before submitting application.

---

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Please download and review parade guidelines (click down arrow at top of the page directly below)



1

WEHO PRIDE PARADE  
PARADE IMPORTANT SAFETY INFORMATION AND GUIDELINES

# WEHO PRIDE PARADE

## PARADE IMPORTANT SAFETY INFORMATION AND GUIDELINES

Please read through the key points listed below. If you have ANY questions, please contact us at a [web site](mailto:info@upbeatparade.com) or Upbeat Parade Productions at [info@upbeatparade.com](mailto:info@upbeatparade.com)

- **Designated Representative/Contact** - Please assign someone from your organization as the Designated Representative person for your entry if the parade staff or a volunteer member needs to communicate with your entry for some reason, they will go to the designated contact. This Designated Representative would also oversee the entry throughout the parade and serve as contact for their entry for parade monitors along the route.
- **Insurance & Driver's License** - All vehicles and/or participants in the parade must be properly insured, all vehicles registered and the driver must have a valid driver's license for the vehicle being driven. Staff on site will be checking for these documents. Please have them ready and available when requested.
- **Rules of the Road Apply** - NO use of cell phones, including texting while driving a vehicle in the parade. No riding outside a vehicle, including on hoods or roofs.
- **Emergency Traffic Lanes** - Sheriff's and Fire Department emergency traffic lanes must always remain open. These lanes are in both the staging area and on the parade route and are clearly marked. It is unlawful to park vehicles, decorate units, practice routines, wait or encumber these emergency lanes in any manner at any time.
- **Drugs & Alcohol** - Drugs and alcoholic beverages are strictly prohibited in the entire pre-parade assembly area, as well as on the parade route. Participants who are found to have any drugs or alcohol

As an authorized representative of this organization/business and its participating members, I/we hereby understand and agree to accept the risk of bodily injury and/or property damage to me/us or which I/we may incur or cause a third party to incur as a result of my/our participation in the WeHo Pride Parade. With this understanding, I/we further agree to indemnify, defend and save harmless JJ-LA, LLC, Upbeat Parade Productions, LLC, the City of West Hollywood, County of Los Angeles, its Boards, its Commissions, and their respective officers, agents, contractors, and employees from and against any and all claims, losses, injuries, suits, and judgments arising from, or in connection with/my successors, assigns, heirs, executors, and administrators, and any other persons or entity's who/which may have a claim based on my/our personal injuries and/or property damage whether arising out of or in any way relating to my participation in the WeHo Pride Parade and or presence, malfunction, maintenance, addition, use or condition of any tangible personal or real property utilized by me/us in connection with the WeHo Pride Parade and/or is the result of my/our gross negligence or willful misconduct (including all expenses of litigation and reasonable attorney fees)t. I/we further understand and agree that this saves harmless and indemnification shall apply to and all facilities that JJ-LA, LLC, City of West Hollywood, County of Los Angeles may own and/or control. I/We understand that segments of the media will be present at the parade and I/we grant an unconditional release for all rights of publications, press, radio, and television present and future, along with all video and photographic rights by virtue of their appearance. I/we agree to release and forever discharge JJ-LA, LLC, Upbeat Parade Productions, LLC, the City of West Hollywood, County of Los Angeles, its Boards, its Commissions, and their respective officers, agents, contractors, and employees from any and all actions, causes of actions, claims and demands for, upon or by reason, of any damage, loss or injury, which hereafter may be sustained by me in connection with my participation the WeHo Pride Parade. Furthermore, I/we have read and agree to abide by the WeHo Pride Parade

*guidelines and rules, as shown in the pages provided and those to be presented with the participant's information package if my unit is accepted.*

I have read, agree and accept all parade guidelines, hold harmless and general information as an authorized representative of this organization / business \*

☐ I accept

Authorized Representative \*

First Name

Last Name

Date Submitted

Month

Day

Year



Submit

**Questions/Contact:**

Upbeat Parade Productions, LLC

408-629-2520 / [RayPulver@upbeatparades.com](mailto:RayPulver@upbeatparades.com)

OR

JJ-LA

213-248-1225 / [parade@jj-la.com](mailto:parade@jj-la.com)

[Sign in](#)

## Long Beach Pride Festival '25

The Power of Community



Start

05/17/2025

Sat 11:00 AM

End

05/18/2025

Sun 10:00 PM



Long Beach Pride Festival

Marina Green Park 385 Shoreline Dr. , Long Beach



from \$35.00

[Buy tickets](#)

Join us at the 42nd annual Long Beach Pride Festival, set for May 17th and 18th, 2025.

Revel in a weekend that promises more than just music—it's a cultural movement, championing diversity, inclusion, and the universal language of music.

This year's theme, "The Power of Community," invites participants from all walks of life to contribute to the colorful expressions of pride and resilience.

**Date**



May  
17



May  
18

## Location

### Long Beach Pride Festival

Marina Green Park 385 Shoreline Dr.  
90803 Long Beach



## Long Beach Pride

Long Beach Pride Festival '25 is an offer from Long Beach Pride.

[Imprint of the organizer](#) [Data privacy of the organizer](#)

[General terms and conditions of the organizer](#)



# Information Booth Application

Home (<https://longbeachpride.com>) / Get Involved (<https://longbeachpride.com/get-involved/>) / Information Booth Application

## Long Beach Pride Information Booth Application

Welcome to the 42nd Long Beach Pride Festival Information Vendors Application and Agreement. The following application is for a **NON-SELLERS booth**, designated for dissemination of information. **These booths are NOT for the selling of ANY products, goods, and/ or services.**

There are a limited number of spaces available. Spaces are assigned on a **first-come, first-served basis** (with consideration to repetitive themes) pending receipt of the completed application inclusive of all fees.

**Organization/ Business Name** *(Required)*



Hey, I'm PrideBot! Let's chat!

**Business Address, City/ State/Zip** *(Required)*





(<https://longbeachpride.com>)

Address Line 2

City

State

**Contact Person Name** *(Required)*

ZIP Code

First

Last

**Contact Person Title** *(Required)*

**Email** *(Required)*

**Phone** *(Required)*



Hey, I'm PrideBot! Let's  
chat!

**Socials**

In an effort to maximize visibility and engagement please provide your social media information. Social media information is optional. Vendors may skip this section and move on to the next page.



Facebook  
**LONG BEACH PRIDE**  
(<https://longbeachpride.com>)

TikTok

Instagram

X (FKA Twitter)

Website

## Booth Setup Guidelines

**Booth Setup Saturday:** Vendors may set up at 6am on Saturday morning. Booths must be fully operational by 10:30 AM, and open by 11:00 AM, with all vehicles removed from the festival site by 9:00 AM – **NO EXCEPTIONS. Any Vehicles on Festival Grounds After 9:00 AM will be fined \$100.**

**Booth Setup Sunday:** Vendors set up time is between 6am to 10am on Saturday morning. Booths must be fully operational by 10:30 AM, and open by 11:00 AM, with all vehicles removed from the festival site by 9:00 AM – **NO EXCEPTIONS. Any Vehicles on Festival Grounds After 9:00 AM will be fined \$100.**

**\*\*\*Vendors may NOT close or dismantle booths before 10:00 PM on Sunday.\*\*\***



**Early departure from festival grounds will incur an additional fee.**

Hey, I'm PrideBot! Let's chat!

## Long Beach Pride Code of Conduct:

Conduct business in a professional & safe manner

Arrive at location ready to serve in scheduled time slot and stay for the full duration of assigned time.



- LONG BEACH PRIDE** (https://longbeachpride.com)
- No WEAPONS, DRUGS, or ALCOHOL are permitted
  - No pouring or selling of Alcohol to guests
  - Leave service area in the same or better condition than it was upon arrival
  - Refrain from any act intended to restrain trade or suppress competition
  - Attain and retain insurance as required by state, county, and/or local authorities, if applicable.
  - No trading spaces.
  - No Nudity
  - Attain and retain licensing and/or registration as required by state, county and/or local authorities, if applicable.
- ASSIGNMENT:** An Vendor/Exhibitor shall not assign to a third party its rights hereunder to the booth or any portion thereof without the written consent of LBLGP, Inc. which consent LBLGP, Inc. may withhold in its sole discretion. If such consent is given, the exhibitor shall bear full responsibility for the conduct of the assignee.

**I have read the Code of Conduct, and consent to the terms and conditions set forth by LBLGP Inc. (Required)**

☐ Yes, I Agree/ Continue Application Process

## Informational Booth

Please specify which Type of booth you will be operating under.

**Please Select Vendor Type (Required)**

Charitable/ Non-Profit

## Information Only Booth

These booths are specified for **Non-Seller** groups who are **giving away, free items or information** (Examples: event flyers, organizational pamphlets). Each booth must have a representative present at all times except for short breaks; no unattended booths longer than one hour. Booths are not to be used for the display of magazines on tables without an attendant.

**NO SELLING OF ANY KIND.**

If this is correct please continue, if this is incorrect please go back and select the correct Vendor location.

**NON-Profit booth Must Furnish IRS Document.**



Hey, I'm PrideBot! Let's chat!





For-Profits (<https://longbeachpride.com>)

**All Information Booths**, participating in the Long Beach Pride Festival must adhere to California state law pertaining to legally operating a For-Profit Booth. In order to legally operate a **Information Only Booth**, you'll need to have the following Documentation:

**FEDERAL TAX EXEMPTION (501(c)(3) Status)**: organization, a nonprofit that exist exclusively for charitable purposes:

Ex.

- Religious
- Charitable
- Scientific
- Testing for Public Safety
- Literary
- Educational
- Fostering of national or international amateur sports, and
- Prevention of cruelty to animals and children)

OR

- **Form 1023-EZ**: The abbreviated version of **(501(c)(3) Status)**, only applicable for small organizations
- **Federal Employer Identification Number (FEIN)**: The 9-digit number assigned by the Internal Revenue Service that is permanently associated with your organization. It is required of all organizations, both for-profit and nonprofit, and its acquisition should be among the first things accomplished by new startups.
- **Letter of Determination (Non-Profit)**: The formal document issued by the Internal Revenue Service (IRS)

**Please Submit The Follow Items. All Incomplete Applications will not be processed.**

### Business License *(Required)*

Choose File No file chosen



Hey, I'm PrideBot! Let's chat!

Max. file size: 100 MB.

\*All California businesses need a business license to operate legally in a given city. This may require an annual fee and/or a percentage of sales. You'll also need an Employer Identification Number (EIN) if you have employees working for you.



### Liability Insurance (Required)



(<https://longbeachpride.com>)

Choose File No file chosen

Max. file size: 100 MB.

\*Long Beach Pride Inc must be listed as additional insured on Policy.

## Non-Profit Status

**All Information Booths**, participating in the Long Beach Pride Festival must adhere to California state law pertaining to legally operating a Non-Profit/Non-Sellers Booth. In order to legally operate a **Information Only Booth**, you'll need to have the following Documentation:

**FEDERAL TAX EXEMPTION (501(c)(3) Status):** organization, a nonprofit that exist exclusively for charitable purposes:

Ex.

- Religious
- Charitable
- Scientific
- Testing for Public Safety
- Literary
- Educational
- Fostering of national or international amateur sports, and
- Prevention of cruelty to animals and children)

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- **Federal Employer Identification Number (FEIN):** The 9-digit number assigned by the Internal Revenue Service that is permanently associated with your organization. It is required of all organizations, both for-profit and nonprofit, and its acquisition should be among the first things accomplished by new startups.

- **Letter of Determination (Non-Profit):** The formal document issued by the Internal Revenue Service (IRS)

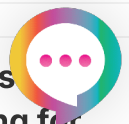
**Please Submit The Follow Items. All Incomplete Applications will not be processed.**



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chat!

**FEDERAL TAX EXEMPTION (501(c)(3) Status):** organization, a nonprofit that exist exclusively for charitable purposes: (Ex. Religious, Charitable, Scientific, Testing for





Public Safety, Literary, Educational, Fostering of national or international amateur sports, and Prevention of cruelty to animals and children) (Required)



(<https://longbeachpride.com>)

No file chosen

Max. file size: 100 MB.

\*Must be one of the following forms: **Form 1023-EZ** , **Federal Employer Identification Number (FEIN)**, **Letter of Determination (Non-Profit)**

### Liability Insurance (Required)

No file chosen

Max. file size: 100 MB.

\*Long Beach Pride Inc must be listed as additional insured on Policy.

### Information Only

There are a limited number of spaces available. Spaces are assigned on a **First Come, First Served Basis** (with consideration to repetitive themes) pending receipt of the completed application inclusive of all fees.

**\*\*\*\* WATER SALES ARE PROHIBITED\*\*\*\***

### Space Rental

#### Standard Information Booth (Non-Seller)

Price Per Space For Saturday & Sunday is \$500.00

*Your space purchase includes*

▲ *Standard 10' deep x 10' wide booth frame canopy*

▲ *4 Vendor Wristbands, per day*



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▲ Overhead lighting

▲ 1 Parking Pass, per day  
(<https://longbeachpride.com>)

▲ 10 AMPS Electrical Service

▲ Roving security services from exhibit move-in through move-out.

---

### Deluxe Information Booth (Corner) (Non-Seller)

Price Per Space For Saturday & Sunday is \$900.00

Your space purchase includes

▲ Standard 10' deep x 10' wide booth frame canopy

▲ 6 Vendor Wristbands, per day

▲ Overhead lighting

▲ 2 Parking Pass, per day

▲ 10 AMPS Electrical Service

▲ Roving security services from exhibit move-in through move-out.

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All vendors entering the Long Beach Pride Festival grounds **Must Be Wearing** a Vendor Wristband (Saturday & Sunday), and must show corresponding identification at check-in. Please submit full First and Last Names of those working the Event, to gain access to the Festival Grounds.

### Select Space Rent Type *(Required)*

☐ Standard Booth (non-Seller): \$500

☐ Deluxe Booth (non-Seller): \$900



### Additional/ Specialty Items

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Exhibitors/ Vendors that require more than 1,000 watts of Electrical Service **MUST** complete the Additional/ Special request section. PLEASE PLAN AHEAD FOR YOUR ADDITIONAL SPECIAL ELECTRICAL NEEDS. AS LBLGP INC, WILL NOT BE ABLE TO ACCOMMODATE REQUESTS FOR ADDITIONAL/SPECIAL ELECTRICAL SERVICES DURING THE FESTIVAL



**WEEKEND. The fees for additional/special electrical services need to be submitted only if your electrical requirements exceed 1000 watts.**



(<https://longbeachpride.com>)

**Additional Electrical Services** *(Required)*

☐ I/We DO NOT Need Additional Electrical Services

☐ I/We Require Additional Electrical Services

**Please indicate if you will require additional/ special electrical service for your assigned space.**

## Additional/ Specialty Items

**Additional items are available for purchase**

**If you would like to furnish your Booth, you must order furniture to add to your Package.**

**Outside tables and chairs are not permitted, you must order them with your package.**

**Tables (30 in. x 8ft)** *(Required)*

**Price: \$22.00** Quantity

**Tables are available at an additional charge, Please select below the quantity of tables that you would like to add to your package.**

**Chairs** *(Required)*

**Price: \$9.00** Quantity

**Folding Chairs are available at an Additional Charge, Please select below the quantity of chairs that you would like to add to your package.**

## Additional Bands

**All additional wristbands will be located inside of your package at the gate along with your standard vendor package materials.**


**Please note that there is a maximum of 6 additional wristbands that can be purchased, per day.**



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**Additional Wristbands (Sat)** *(Required)*

 Price: \$40.00 Quantity  
(<https://longbeachpride.com>)

Additional wristbands are available for purchase.

**Additional Wristbands (Sun)** *(Required)*

Price: \$40.00 Quantity

Additional wristbands are available for purchase.

## Booth Description

Type your booth description below. Limit 500 characters. Your description should be a write-up of your company, services and/or products, which will be published in the online program.

Please describe your business. *(Required)*

0 of 500 max characters

500 characters or less.



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## The Application Process

LONG BEACH PRIDE will review and respond to your inquiry within 10-14 business days.



If you are accepted, your email will include further instructions for STEP 2 of our 3-Step

process of becoming a fully approved vendor.



APPLICATIONS NEED TO BE SUBMITTED ON OR BEFORE March 31, 2025.  
(<https://longbeachpride.com>)

APPLICATIONS RECEIVED BETWEEN January 26, 2025 – March 31, 2025, WILL NOT INCUR A LATE FEE.

APPLICATIONS RECEIVED BETWEEN APRIL 1 – APRIL 7, 2025, WILL INCUR A \$250 LATE FEE.  
APPLICATION CLOSED APRIL 8, 2025

NO SPACE IS GUARANTEED UNTIL PAYMENT IS MADE IN FULL. BOOTH PAYMENTS ARE NON REFUNDABLE

## Acknowledgment and Confirmation

We/I agree to abide by all requirements, restrictions and obligations as described in the Long Beach Pride Festival Guidelines. LBLGP, Inc. will retain 100% of the total booth rental if any cancellation is made, and you could incur a 10% service charge for the total booth rental if cancellation is made less than 3 weeks prior to festival start date.

ENTIRE AGREEMENT: These terms and conditions and application, if accepted by LBLGP, Inc., is the entire agreement between the parties and supersede and rescinds all prior agreement(s) relating to the subject matter hereof LBLGP, Inc. is not making any warranties of agreements except as set forth herein.

AMENDMENTS/INTERPRETATION: Any amendment to this contract must be in writing signed by both parties. The heading used in this Agreement are for organization purposes only and are not to be used in the interpretation of substances of this agreement. These terms and conditions shall be constructed without regard to any presumption or rule requiring construction against the party causing such instrument or any portion thereof to be drafted.

GOVERNING LAW/ JURISDICTION: each exhibitor waives any objection to jurisdiction of any action instituted against it as provided herein and agrees not to assert any defense based on lack of jurisdiction. These terms and conditions shall be governed by construed according to the laws of the State of California, to the jurisdiction of which the parties hereto submit.

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SEVERABILITY/WAIVER: the invalidity of any term and condition, as determined by a court of competent jurisdiction, shall in no way affect the validity of an other provision hereof. If extent any provision of this agreement is not enforceable under applicable law, such provision shall be deemed null and void and shall have no effect on the remaining portions of the agreement. The rights of LBLGP, Inc. under this agreement shall not be deemed waived except



as specifically stated in writing and signed by an officer of LBLGP, Inc.



**ARBITRATION:** Any controversy or claim arising out of or relating to these terms and conditions or the breach hereof, shall be settled in accordance with the Commercial Arbitration Rules of the American Arbitration Association. If a dispute arises out of or related to this contract, or the breach thereof, the parties agree first to try in good faith to settle the dispute by mediation under the Commercial Mediation Rules of the American Arbitration Association before resorting to arbitration. All claims relating to this Agreement shall be arbitrated. The Arbitrator's may not award any remedy that a court could not award. The Arbitration shall apply the law of the State of California

BY SUBMITTING THIS APPLICATION YOU AGREE THAT LONG BEACH PRIDE, INC MAY COMPLETE A BACKGROUND CHECK ON BUSINESS OWNER/OFFICER IN ACCORDANCE WITH MEGAN'S LAW.

LBLGP Inc., shall retain the sole rights for the sale of beer, alcoholic beverages and water on the premises. LBLGP Inc, its designated security personnel or the Police Department shall have the authority to remove any Vendor from the Premises for unauthorized sale of beer, alcoholic beverages and/ or water.

This application shall not be processed without full payment for the space(s). It is further understood and agreed that particular space(s) may not be available at the time of purchase and the undersigned shall accept the space(s) designated by LBLGP Inc. Vendor Committee. No space(s) may be subleased at any time during the event. The undersigned has read and understood the above and has agreed to adhere to the guidelines as stipulated in the LBLGP Inc. –VENDOR GUIDELINES AND AGREEMENT . NO SPACE IS GUARANTEED UNTIL PAYMENT IS MADE IN FULL. BOOTH PAYMENTS ARE NON REFUNDABLE

**I have read, understand, and agree to comply with the Long Beach Pride Inc Code of Conduct, Cancellation Policy & Sales Reporting Policy. (Required)**

☐ I agree

### Credit Card Processing Fee



3.5% online processing fee to cover the credit card processing fees.

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Price: \$0.00





Total

(<https://longbeachpride.com>)

Pay Online

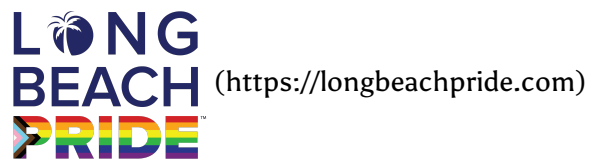


Get Tickets!  
(<https://Vivenu.Com/C/V21m94o6>)



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