



LOS ANGELES COUNTY
COMMISSION ON HIV



Approved
2.24.22

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

**EXECUTIVE COMMITTEE
MEETING MINUTES**

January 27, 2022

COMMITTEE MEMBERS			
P = Present A = Absent			
Bridget Gordon, Co-Chair	P	Luckie Alexander Fuller	A
Danielle M. Campbell, MPH	P	Katja Nelson, MPP	P
Frankie Darling-Palacios	P	Mario J. Pérez, MPH	P
Erika Davies	P	Kevin Stalter	P
Kevin Donnelly	P	Justin Valero, MA	P
Lee Kochems, MA	P		
COMMISSION STAFF AND CONSULTANTS			
Cheryl Barrit, MPIA; Carolyn Echols-Watson, MPA; Catherine Lapointe; Jose Rangel-Garibay, MPH; and Sonja D. Wright, BA, MSOM, LAc,Dipl, PES			
DHSP STAFF			
Julie Tolentino, MPH			

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

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

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

Meeting agenda and materials can be found on the Commission's website at

<http://hiv.lacounty.gov/LinkClick.aspx?fileticket=tBvOQ1CxCCc%3d&portalid=22>

CALL TO ORDER-INTRODUCTIONS-CONFLICTS OF INTEREST

Danielle Campbell called the meeting to order at 1:05 PM, led introductions, and stated conflicts of interests, if any. Bridget Gordon read the COH's bylaws section on the duties/purpose of the planning council to remind members of their roles and responsibilities.

I. ADMINISTRATIVE MATTERS

1. APPROVAL OF AGENDA

MOTION #1: *Approve the Agenda Order, as presented (✓Passed by Consensus)*

2. APPROVAL OF MEETING MINUTES

MOTION #2: *Approve the December 9, 2021 Executive Committee Meeting Minutes, as presented* (✓ Passed by Consensus)

II. PUBLIC COMMENT

3. **OPPORTUNITY FOR PUBLIC TO ADDRESS COMMISSIONON ITEMS OF INTEREST WITHIN COMMISSION JURISDICTION.** *There were no public comments.*

- Angel Martinez introduced himself as the Associate Director from Los Angeles County Department of Health Services COVID Testing Access Equity Collaborative and a researcher on HIV and Latino gay men. He reported receiving an award from the national HIV Challenge: Innovative Community Engagement Strategies to Reduce HIV-Related Stigma and Disparities -
<https://www.minorityhealth.hhs.gov/omh/Content.aspx?ID=22538&lvl=1&lvlid=1>
- For a list of HIV Challenge Award Recipients, visit
<https://minorityhealth.hhs.gov/omh/Content.aspx?ID=24556&lvl=2&lvlid=8> If individuals would like to hear more about their specific proposal, A. Martinez can be reached at angeljmartinez8@gmail.com.
- Kevin Donnelly expressed his concern over the lack of public comments that the Commission receives and noted that it is the Commission's mandate to hear from the community.

III. COMMITTEE NEW BUSINESS ITEMS

4. **OPPORTUNITY FOR COMMISSIONERS TO RECOMMEND ITEMS FOR FUTURE AGENDAS, OR ITEMS REQUIRING IMMEDIATE ACTION DUE TO AN EMERGENCY, OR IF NEED ACTION AROSE AFTER POSTING AGENDA.** *There was no new business recommended.*

IV. REPORTS

5. **EXECUTIVE DIRECTOR/STAFF REPORT**

A. Commission/County Operational Updates

- C. Barrit also reported that the COH meetings will continue to be held virtually until further notice pursuant to the AB 361. Staff will work with the Board of Supervisors on their instructions and guidance for meetings. However, staff are preparing for a hybrid meeting format to continue access to COH meetings via WebEx.

B. Draft 2021 Annual Report

- C. Barrit provided the 2021 Annual Report which highlights key accomplishments for the year and outlines priorities for 2022. She requested feedback from the Committee and will send the report to the full body for input. The report will be on the COH's February agenda and once, approved by the full body, will be submitted to the Board.

C. 2022 COH Workplan Development

- C. Barrit called the group's attention to the 2022 Committee workplans included in the packet. The workplans reflect a full and busy line of activities while also prioritizing the Comprehensive HIV Plan (CHP) for the entire council.

6. Co-Chair's Report

A. January 13, 2022 COH Meeting | FOLLOW-UP + FEEDBACK

There was no additional feedback on the January 12, 2022 meeting.

B. Vision + Mission | REVIEW FOR UPDATES

- C. Barrit noted that the current vision and mission statements were created in 2013 when the COH became an integrated prevention and planning body.
- B. Gordon read the COH's vision and mission statements and asked the Committee Co-Chairs to review the statements. She would like to see COH subgroups work as one in concert as much as possible. She asked Committee Co-Chair to provide comment and make the statements stronger.
- K. Donnelly stated he would like to see status neutral approach added to the mission statement.
 - Staff will email the vision and mission statements along with COH bylaws to the Committee for review.

C. 2022 National HIV Awareness Days Activities | REVIEW + FEEDBACK

(1) February 10th COH Meeting: National Black HIV/AIDS Awareness Day (NBHAAD)

Presentation

- Campbell and G. Garth will lead a conversation on Black Women and HIV and the Black Men who Support Them at the February 10 COH meeting in commemoration of National Black HIV/AIDS Awareness Day. The conversation will focus on the principles of *ujima*, the third principle of Kwanzaa and means "collective work and responsibility."

D. Executive At-Large Committee Members | RECRUITMENT

- The three Executive At-Large seats will be up for nominations at the February COH meeting. Executive Committee members were requested to help recruit Commissioners to run for the At-Large seats.

C. Division of HIV and STD Programs (DHSP) Report

A. Fiscal, Programmatic, and Procurement Updates

(1) Ryan White Program (RWP) Parts A & B | UPDATES

- Mario J. Perez, MPH, Director, reported that the Omicron COVID variant appears to be on a downward trend but cautioned that hospitalization and death rates data lag behind case reports; hence the County is not quite out of the woods yet.

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- The Board of Supervisors (BOS) approved the language services contract with Focus International and the service is now active.
- M. Perez reported that DHSP is on target to establish the cluster detection community advisory board within the first quarter of 2022.
- DHSP is currently preparing a response to the Board's STD motion. DHSP has been harnessing feedback from a broad set of policy and provider partners to help shape a very thoughtful and comprehensive response to the BOS.
- M. Perez reported that DHSP hired Courtney Armstrong to serve as DHSP's Senior Policy Officer. C. Armstrong previously held a senior policy position with the San Francisco AIDS Foundation.

(2) 2021-2022 Fiscal | UPDATES

- M. Perez reported that DHSP is working on Part A Fiscal Year 21 spending report and he expects that that the report will be ready for the February Planning, Priorities and Allocations (PP&A) Committee meeting.
- Kevin Stalter inquired if DHSP staff are now relieved of their COVID response duties. M. Perez replied that the current situation is much better with staffing levels. DHSP staff are starting to get relieved of their COVID duties. K. Stalter requested that M. Perez report back on the percentage of DHSP staff who are now back from their COVID duties; DHSP's vacancy rate; and the time it takes to fill those vacancies.
- A. Ballesteros noted that it would help to show the impact of DHSP being short staffed due to COVID duties by showing what documents/data requested by the COH were delayed or hindered. Demonstrating how DHSP staffing shortages have affected the COH's work should be the tone of the action.

D. Standing Committee Reports

A. Operations Committee

(1) 2022 Assessment of the Administrative Mechanism (AAM) Planning & Development

- J. Valero reported that Committee determined that it will move forward with its annual AAM planning by way of developing an electronic survey to DHSP-contracted providers and COH members performed by staff. The targeted launch date will be in alignment with the new Ryan White Program year, on or around March 2, 2022. The Committee will do a final review the AAM questionnaire in SurveyMonkey format at their February meeting.

(2) Attendance & PIR Report Review

- J. Valero noted that the Committee reviewed the members' attendance for the 2021 calendar year and discussed the options for members with excessive absences. J. Valero noted that letters have been sent to those with recurring absences and it is important to hold members accountable to fulfilling their duties as Commissioners. Recommendations for vacating seats will be reported to the Executive Committee.

(3) Recruitment & Retention Strategies

a. Membership Application Process/Interview Questions Workgroup

- J. Valero that the Application Process/Interview Questions Workgroup has met several times to refine the interview questions to make them more consumer friendly. The workgroup is also refining the questions for returning/renewing members to get a better sense and commitment to self-improvement and accountability. The goal is to have the application process and interview questions finalized in time for membership renewals in June.

b. PLANNING CHATT Learning Collaborative Participation

- The COH is one of the planning councils (PCs) chosen to participate in a collaborative of other PCs in the country to improve recruitment and retention strategies, especially among unaffiliated consumers. The learning collaborative will meet monthly from January through June.

c. Social Media Initiatives

- Operations is working with COH staff to increase social media presence through Commissioner testimonies and “Did You Know” postings which highlight HIV/STD services or prevention messages such as U=U.

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

- K. Donnelly reported that the PP&A Committee met on January 18 and approved the 2022 workplan. K. Donnelly has been elected as Co-Chair and thanked Frankie Darling-Palacios for their service and support. All materials cited by K. Donnelly are in the packet.

(1) DHSP Program Directives | UPDATES

- K. Donnelly reported that the PP&A Committee is in the process of reviewing the Program Directives and will update and craft directives as appropriate to address service needs for various populations and geographic communities. DSHP provided a written status update and responses to the current program directives to help with the Committee’s discussion.

(2) Minority AIDS Initiative (MAI) & Emergency Financial Assistance (EFA) Expenditure & Demographics

- DHSP provided a detailed report titled “Utilization of Selected Ryan White Services by Minority AIDS Initiative Subpopulations of Focus and Other Subpopulations of Importance,” in response to the Committee’s request for data to better understand which populations are being serviced by MAI funds.
- DHSP provided an update on EFA with a handout titled, “Emergency Financial Assistance Program Totals (March 1, 2021 - November 30, 2021).

(3) 2022 Comprehensive HIV Plan (CHP) Development

- PP&A heard a presentation from the California Department of Public Health Office of AIDS on their Strategic Planning Process. Facente Consulting staff, Lazara Paz-Gonzalez, MPH, delivered the presentation and emphasized their commitment working closely with LA County and ensure alignment and synergy in strategic priority areas. AJ King, CHP consultant, attended the meeting and shared that he is meeting with various stakeholders, including OA partners to share data and help shape LAC's plan.

C. Standards and Best Practices (SBP) Committee

- SBP Committee met on January 4 with Erika Davies and Kevin Stalter re-elected to serve as Co-Chairs for 2022. SBP reviewed their 2022 workplan to reflect service categories in the pipeline for revisions.

(1) Benefit Specialty Service Standards | UPDATES

- K. Stalter reported that the SBP Committee extended the public comment period for the Benefits Specialty service standards to January 21, 2022.
- The Committee performed an initial review of the Home-based Case Management services to reflect feedback from providers and consumers.

(2) Special Populations Best Practices Project

- SBP is working with the Commission's various caucuses and subgroups to develop the Special Populations Best Practices documents. Recommendations from the Aging Task Force, Transgender Caucus, Black African American Workgroup, and the Women's Caucus are currently under review for integration in the document. Staff will attend subgroup meetings to seek their ideas on best practices tailored for key populations of focus.

(3) Oral Health Service Standard: Dental Implants Inclusion | UPDATES

- The oral health/dental implant workgroup will meet on January 11 to plan and elaborate details for holding a subject matter expert panel to address provider practice of using exclusion criteria for dental implants and develop guidance to amend the oral health service standards. The group will determine objectives, draft discussion questions, and prepare an agenda for the expert panel. The subject matter expert panel is expected to convene in mid to late February.

D. Public Policy Committee (PPC)

- PPC met on January 3rd and Katja Nelson and Lee Kochems were re-elected to serve as PPC Co-Chairs for 2022. The committee approved their 2022 workplan. K. Nelson reported that the Act Now Against Meth coalition is expected to release their report in February and she will provide a summary of the recommendations to the COH.

- K. Nelson discussed plans for the PPC public hearing at the March 2022 PPC meeting. It was recommended the meeting time be extended. The hearings will help prioritize the PPC's policy platforms and hear recommendations from the community.

(1) County, State and Federal Policy and Legislation

a. 2021-2022 Legislative Docket | UPDATES

- K. Nelson stated the legislative session has begun. The PPC will begin gathering and reviewing bills for the legislative docket. A draft docket for Committee review is anticipated by March 2022.
- K. Nelson reported that PPC has invited Chuy Orozco (HOPWA Representative) to provide a Housing Opportunities for Persons with AIDS (HOPWA) policy overview at their February meeting.

b. COH Response to the STD Crisis | UPDATES

- K. Nelson stated that PPC is awaiting the DPH and other Department's response to the STD Board motion.

E. Caucus, Task Force, and Work Group Reports:

A. Aging Task Force (ATF)

- The ATF met on January 4 and elected Joseph Green and Alvaro Ballesteros as Co-Chairs. A. Ballesteros reported that the ATF is always looking for people to join their meetings and offer space to hear from consumers about their needs with respect to aging.
- As part of the ATF 2022 workplan, the group will look at service standards to ensure that are responsive to the needs of older adults living with HIV. A. Ballesteros noted that the ATF would like to work closely with PP&A to incorporate their ATF recommendations in the priority setting, resource allocation, and directives. They are looking to PP&A to augment services for older adults with HIV.
- He also recommended that the ATF convene a panel on HIV and aging and hear from consumers about their challenges accessing services. The panel could be composed of 8 to 12 people from diverse backgrounds such as women, men, transgender, etc. It was suggested that the panels be held during the ATF meetings and hold the month of September for a special presentation or panel on HIV and Aging.
- A. Ballesteros reported that the ATF will formally present their recommendation to turn the ATF into a Caucus at the February 24 Executive Committee meeting.
 - Agendize a motion to turn the ATF to a Caucus at the February 24, 2022 Executive Committee meeting.

B. Black/African American Workgroup

- Danielle Campbell reported that the workgroup completed its main tasks for 2022 and worked closely with DHSP in providing feedback on a training for medical mistrust; ideas on Black-centered PrEP social marketing campaign and related programming; discussed

how the County's mandatory minimum requirements (MMRs) prevent Black-led and Black-serving organizations from competing for County contracts. The workgroup will determine a meeting to discuss the next steps and structure for the group. A report will be provided to the Executive Committee accordingly.

C. Consumer Caucus

- Jayda Arrington reported that the Consumer Caucus met on January 13 and AJ King provided an overview of the Comprehensive HIV Plan. Meeting attendees shared their questions, concerns, and requested clarification on the process of developing the CHP. This took up the majority of the meeting and the following items were deferred to the next meeting on February 10 where the Caucus will hear updates on the DHSP grievance program; review the 2022 workplan; follow-up with the Commission STD letter to the Board of Supervisors; and hold Co-chair nomination. Jayda reported that she will not be running for Consumer Caucus Co-Chair and appreciated the experience she gained while serving in a leadership capacity.

D. Prevention Planning Workgroup (PPW)

- PPW met on January 26, 2022 and K. Donnelly led the meeting where the CHP was discussed. The group provided ideas on prevention activities such as underscoring the importance of STI screening; home test kits; access to mental health services; increasing awareness and uptake of PrEP; expanding safe syringe access; and addressing social determinants of health.

E. Transgender Caucus

- The Transgender Caucus met on January 25, 2022 and AJ King provided an overview of the CHP. The Caucus recommended in-person and virtual outreach to engage transgender community. Co-Chair elections were held and nominations will occur on February 22. The Caucus reviewed their 2022 workplan and virtual educational event topics for the year. The group also discussed collaborating with the Women's Caucus on shared topics of interest for virtual events.

F. Women's Caucus

- The WC met on January 24, 2022 with Dr. Mikhaela Cielo and Shary Alonzo leading the group as Co-Chairs for the year. Paulina Zamudio, DHSP, stated that DHSP is working on the development of childcare RFP for women living with HIV which is expected to be completed around March or April 2022. The WC discussed their 2022 workplan and additional topics for women-centered programming for virtual events. Examples of additional topics include sexual health for women of all ages; financial independence/equality; and working with transgender women in the planning of women-centered programming. Dr. M. Cielo will present on Perinatal Syphilis and HIV Prevention for the March Women's Caucus meeting.

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- Danielle Campbell provided a presentation on a randomized control trial for an intervention for Black women living with HIV. The intervention is a culturally tailored, trauma-informed mobile health application titled LinkPositively. The aims of LinkPositively are to improve self-efficacy for coping, provide social support networks, and improve utilization of ancillary support services.

V. NEXT STEPS

10. A. Tasks/Assignments Recap

- Staff will email the vision and mission statements along with COH bylaws to the Committee for review.
- Staff will email the 2021 Annual Report to Commissioners for review.
- Executive At-Large member nominations will open at the February COH meeting
- Agendize motion to turn Aging Task Force into a Caucus at the February Executive Committee meeting.
- Black/African American Workgroup leads will provide a full progress report and discuss next steps at the February Executive Committee meeting

B. Agenda Development for Next Meeting *See Tasks/Assignments Recap*

VI. ANNOUNCEMENTS

11. OPPORTUNITY FOR PUBLIC AND COMMITTEE TO MAKE ANNOUNCEMENTS

Greg Wilson announced an event hosted by In The Meantime Men's Group in commemoration of National Black HIV/AIDS Awareness Day. For details, visit <http://www.inthementimemen.org/>

VII. ADJOURNMENT

12. ADJOURNMENT. *The meeting adjourned at approximately 3:00PM.*