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

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

PLANNING, PRIORITIES AND ALLOCATIONS (PPA) COMMITTEE MEETING MINUTES

June 15, 2021

COMMITTEE MEMBERS			
P = Present A = Absent EA = Excused Absence			
Frankie Darling Palacios, Co-Chair	EA	Damontae Hack, Alternate	A
Everardo Alvizo, LCSW	P	Karl T. Halfman, MS	P
Al Ballesteros, MBA	A	William King, MD, JD (Leave of Absence)	EA
Kevin Donnelly	P	Miguel Martinez, MPH, MSW	P
Alexander Luckie Fuller	A	Anthony M. Mills, MD	P
Felipe Gonzalez	P	Derek Murray	P
Bridget Gordon	P	LaShonda Spencer, MD	EA
Joseph Green	P	Maribel Ulloa	P
Michael Green, PhD, MHSA	P	Guadalupe Velasquez	A
COMMISSION STAFF AND CONSULTANTS			
Cheryl Barrit, Carolyn Echols-Watson and Catherine LaPointe			
DHSP STAFF			
Pamela Ogata and Jane Bowers			

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Some participants may not have been captured electronically. Attendance can be corrected by emailing the Commission.
*Members of the public may confirm their attendance by contacting Commission staff at hivcomm@lachiv.org.
*Meeting minutes may be corrected up to one year from the date of approval.

Meeting agenda and materials can be found on the Commission's website at
<http://hiv.lacounty.gov/Portals/HIV/Commission%20Meetings/2021/Package/Merged%20Meeting%20Packet%20for%20061521.pdf?ver=NYUtGgqSDRxfMMlpT6kXrA%3d%3d>

CALL TO ORDER-INTRODUCTIONS-CONFLICTS OF INTEREST

The Committee Co-Chair was not available for the meeting. Cheryl Barrit, Executive Director called the meeting to order at 1:07pm. A request was made for volunteers to facilitate the meeting. There were no volunteers. Cheryl Barrit facilitated roll call and members stated their conflicts of interest. Miguel Martinez noted conflicts and that they were not listed on the Commission's Conflict of Interest document.

Commission Co-Chair Bridget Gordon attended the meeting but was unable to facilitate the meeting.

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: Approved the May 18, 2021 Planning, Priorities and Allocations Committee Meeting Minutes, as presented (*Passed by Consensus*). It was noted members have up to one year to make corrections to the minutes.

II. PUBLIC COMMENT

- 3.** Opportunity for members of the public to address the Committee on items of interest that is within the Jurisdiction of the Committee.

There were no public comments.

II. COMMITTEE NEW BUSINESS ITEMS

- 4.** 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.

There were no new business items identified.

III. REPORTS

5. EXECUTIVE DIRECTOR/STAFF REPORT

a. Commission and Committee Updates

C. Barrit called the Committee's attention to a list of data presentations and key information received from the Division of HIV and STD Programs (DHSP) and other agencies as a resource for the upcoming Data Summit. Members were asked to review the list and determine what information should be included in the July 20, 2021 Summit/PP&A Committee meeting.

C. Barrit reviewed the County of Los Angeles public reopening plan. It is anticipated the reopening will be phased in. The Board of Supervisors (BOS) directed the Chief Executive Office to assess County readiness to open for each County department. The study is in its final phases. Its findings will be presented to the BOS before decisions are made on County buildings reopening to the public. Additionally, the BOS will meet to determine when Board meetings will reconvene in person. This will include Commission meetings under the Board.

Cal/Occupational Safety and Health Administration (OSHA) will meet on June 17, 2021 to provide occupational guidelines for business reopening. The County will consider Cal/OSHA guidelines in the reopening of the County.

The Commission will continue to follow the Brown Act Executive Order issued in March 2020. The Governor has extended the order thru September 2021. Additionally, the Commission will maintain the option to join meetings via WebEx and by phone.

C. Barrit sent the Commission policy (regarding joining meetings via teleconferencing) to Commissioners on June 11, 2021. Members were requested to review the policy and pay close attention to the responsibilities of Commissioners for joining Brown Act meetings via teleconference. C. Barrit requested members provide their questions to her. The Operations Committee will review the policy.

➤ C. Barrit will forward the Brown Act to members for their reference.

6. CO-CHAIR REPORT

a. **“So, You Want to Talk About Race” by I. Oluo Reading Activity Excerpts Only from Chapters 6 or 7**
There was no volunteer reader. No book reading was conducted.

b. **Committee Co-Chair Nominations/Elections (Need 2nd Co-Chair)**

Bridget Gordon nominated Kevin Donnelly for Co-Chair. K. Donnelly noted he did not have a year of experience on the PP&A Committee. K. Donnelly’s service on the Committee began in October 2020. Committee members are required to be a member of a Committee for one year prior to holding a Co-Chair position. C. Barrit stated that PP&A in the past has waived that requirement and noted that K. Donnelly has served on the Commission before and has experience in PP&A deliberations. K. Donnelly accepted the nomination. There was no objection to the nomination. K. Donnelly is running unopposed.

➤ Co-Chair elections will be held at the July 20, 2021 meeting.

7. DIVISION OF HIV AND STD PROGRAMS (DHSP)

a. **Fiscal and Programmatic Update**

Dr. Green provided a brief update on Part A expenditures which are anticipated to be fully expended. Increase in service usage was noted as well. Dr. Green indicated collected data shows an increase in services beginning in July 2020.

➤ Utilization and Fiscal reports will be presented at the Data Summit in July 2021.

b. **Contracts and Procurement Update**

Contract staff remains deployed to COVID-19/vaccination activities. Contract staff are operating at 30 to 40% capacity. Two solicitations are being prepared and information will be provided once details are solidified on steps to apply and application qualifications. The solicitations are for language and bio-medical prevention services.

c. **Programmatic Update**

i. **HIV/STD Surveillance Report**

DHSP presented the HIV/STD surveillance report at the June Commission meeting and portions of the report will be included in the July 2021 Data Summit.

Miguel Martinez directed Dr. Green's attention to item #3 page 6 of the May 2021 Committee minutes. D. Murray clarified the question included in the May 2021 minutes. D. Murray referenced Dr. Kim's surveillance report presentation which indicated an increase in STD rates. To that end, D. Murray raised the following questions:

- What is the County's response to the rise of STD and HIV transmissions? What does the response look like?
- Is there an outbreak plan and a plan for spike in rates?

Dr. Green identified surveillance staff as the entity that could provide answers to those questions.

Dr. Green did note supplemental funding is being provided to jurisdictions for increase Disease Investigation Specialists (DIS) in DPH. The funding is allocated through existing CDC/STD grant sources. Six million dollars per year for 5 years specifically for recruiting and training DIS workers. DHSP is working with Public Health on how to best use these funds to address STD transmission increases. DHSP uses Disease Investigation Specialist for contact tracing and Linkage and Re-engagement programs.

DHSP is developing an outbreak response plan as part of the CDC surveillance requirement. Dr. Kim and staff should finalize the plan by the end of 2021.

K. Nelson asked if there were any updates on the Comprehensive HIV Plan (CHP) requested by HRSA. DHSP has received no updates. Currently, a new/updated CHP is due to HRSA and the CDC by the end of 2022.

Ryan White Part Notice of Funding Opportunity (NOFO) has been released and the application due date is Oct 6, 2021. HRSA has moved to a 3-year application cycle. The next application will be for PY 32, 33 & 34.

Karl Halfman, noted HRSA moved the State to a 5 year plan cycle and the management of the grant has become much easier.

➤ C. Barrit will send the Notice of Funding Opportunity (NOFO) to Committee members.

8. PREVENTION PLANNING WORKGROUP (PPW)

a. Meeting Update

Maribel Ulloa and M. Martinez provided an update on the May 2021 meeting. The group focused on the portfolio of prevention services, vulnerable population contracts, Health Education Risk Reduction (HERR) programs and testing data.

The June 2021 meeting will include an overview of the Commission's Prevention Standards are and how they were developed. The workgroup will review the Prevention Standards for any modifications needed. Additionally, the group will begin a discussion on how to engage women of color in prevention planning and improve their representation in data. The next PPW meeting is scheduled for Wednesday, June 23, 2021 from 5:30-7:00 PM.

V. DISCUSSION

a. Data Summit Agenda and Content Development

C. Barrit led a conversation regarding the upcoming multi-year Priority Setting and Resource Allocations (PSRA) process. It was noted decision making should be informed by data. Thus PP&A holds a Data Summit to initiate the PSRA process. Information at the Summit will aid in making PSRA decisions in August and September 2021. C. Barrit explained the Commission is an integrated planning body for Ryan White (RW) Care and Centers for Disease Control and Prevention (CDC) Prevention services. C. Barrit presented the following questions to assist in the development of the Data Summit structure and/or agenda.

- How long should the Summit last?
 - Should the Summit be an all-day event?
 - Are multiple meetings required?
 - Should the time be extended to 1 to 4PM?
- What should be covered in the Summit?
 - What is to be accomplished/achieved?
 - What type of prevention data should be included?

C. Barrit requested the Committee consider the following participation issues:

- What is useful for consumers?
- Consider the focus, energy, and ability to absorb large amounts of data at one time. It was noted pre-pandemic the Summits were all day in-person sessions.
- DHSP programmatic data was referenced that included information the Committee received in the latter part of 2020 through mid-2021.

C. Barrit reviewed the HRSA PowerPoint entitled Data-based Decision Making: Understanding, Assessing, and Using Data. C. Barrit encouraged members to review the document prior to the Summit.

There was concern as to whether those with conflicts could participate in the planning process. It was noted that all Committee members state their conflicts of interest at the beginning of meetings, so their interest are on record. Additionally, the planning process focuses on service categories and not providers/contractors.

Suggested data for the Summit include the following:

Use PPW discussions as a guide for both prevention and care planning data requested.

Use Epidemiology 101 as a tool for participants to use in preparation for the Data Summit. Joseph Green advocated for EP 101 for consumers.

Include the DHSP utilization report for service effectiveness and outcome data. It was noted, the report may not provide direct correlation of services if the client used multiple services.

Information that demonstrates what is working and what is not working in prevention and care. This would include outcomes attached to each service category.

C. Barrit recommended DHSP provide an updated overlapping populations table. Dr. Green indicated this information could be provided for the summit.

J. Green recommended the data provided at the Summit be 50% prevention data and 50% care services information.

It was recommended the Committee reach out to Substance Abuse and Prevention and Control (SAPC) to get data on Meth Use and Mental Health and the impact of COVID on mental health.

- Include prevention program data for women and children
- C. Barrit will resend EP 101 understanding data and link to the Commission website
- COVID-19 impact on HIV testing and STD/HIV transmission should be considered in the planning process.
- Staff will reach out to SAPC for new data on Mental Health and Substance Abuse and prevention services.
- C. Barrit and/or the Commission will reach out to the consumer caucus to carve out time, prior to the summit, to prepare them for the PSRA process.
- Staff will communicate with Commission and PP&A Co-chairs to review data included in the Data Summit prior to the July 20, 2021.
- The Data Summit will be July 20, 2021 from 1-4PM. A break will be included on the agenda.

b. Housing Opportunities for Persons with AIDS (HOPWA) – Special Projects of National Significance (SPNS) Grant Follow-up

M. Ulloa provided an update on the SPNS grant. AIDS Project Los Angeles (APLA) and the Alliance for Housing and Healing applied for a SPNS grant. The grant application is data driven. The program submitted for funding includes a strategy to collect client data as a measurement of success. Increased health outcomes are the main goal of the program. The program will target transgender populations. M. Ulloa will provide additional information as the process progresses.

M. Ulloa explained the program will use viral load and CD4 counts to measure program success. The information will be taken at intake and again at program exit or annually. The contract period will begin July 1st and end June 30th. Outcomes will be measured per program year at a minimum. HOPWA is working with APLA to add additional fields their data collection system to enhance outcome measurements.

c. Paradigms and Operating Values Readability

C. Barrit pointed out Paradigms and Operating values had no additional verbiage changes. The document will be used in deliberations of ranking services and funding allocations in the PSRA process.

C. Barrit noted Committee members requested the language used in the document be clear to consumers/community members for which the Commission serves. Committee members were encouraged to work with staff to improve the clarity of the document.

d. DHPS Directives PY 30, 31 & 32

C. Barrit reviewed the directives process. Directives are usually completed once the PRSA process is complete (September/October). The directives are submitted to DHSP. Directives provide direction to DHSP on how to deliver services. The directives can be broad or specific. Much of the language is derived from deliberation conversations completed in the PSRA process. BAAC TF are part of the directives. This is because the Black community shoulders the STD/HIV disease burden.

Further, PP&A can have Standards and Best Practices (SBP) update standards based on PSRA decisions. Previously, PP&A requested the following standards be update as a result of service rankings and funding allocations, Universal Standards, Non-Medical Case Management, Psychosocial Support, Emergency Financial Assistance, and Childcare. All those standards have been approved except for the Childcare standard which will be reviewed and voted on at the June 24, 2021 Executive Committee meeting. If approved by the Executive Committee the standard will be presented to the full body at the July 8, 2021 Commission meeting for review and adoption.

- PP&A will update or create new directives after the current ranking and allocation process is complete.

VI. NEXT STEPS

a. Task/Assignments Recap

- Committee members are expected to prepare for the Data Summit by reviewing the meeting packet prior to the meeting to enhance the discussion.
- Staff will send the packet out early
- Staff will work with Consumers prior to the Data Summit to review EP 101

b. Agenda Development for the Next Meeting

This item was covered under V. Discussion

VII. ANNOUNCEMENTS

a. Opportunity for Members of the Public and the Committee to Make Announcements

There were no announcements.

VIII. ADJOURNMENT

a. Adjournment:

The meeting ended at approximately 2:44PM