



LOS ANGELES COUNTY
COMMISSION ON HIV



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

**EXECUTIVE COMMITTEE
MEETING MINUTES**

February 28, 2019



MEMBERS PRESENT	MEMBERS ABSENT	PUBLIC	COMM STAFF/ CONSULTANTS
Al Ballesteros, MBA, <i>Co-Chair</i>	Traci Bivens-Davis	Juan Preciado	Cheryl Barrit, MPIA
Grissel Granados, MSW, <i>Co-Chair</i>	Jason Brown		Carolyn Echols-Watson, MPA
Raquel Cataldo	Joseph Cadden, MD	DHSP STAFF	Dawn McClendon
Miguel Martinez, MPH, MSW	Aaron Fox, MPM	None additional	Jane Nachazel
Mario Pérez, MPH	Joseph Green		Doris Reed
Kevin Stalter	Katja Nelson		James Stewart
			Julie Tolentino, MPH
			Sonja Wright, MS, Lac

CONTENTS OF COMMITTEE PACKET

- 1) **Agenda:** Executive Committee Meeting Agenda, 2/28/2019
- 2) **Minutes:** Executive Committee Meeting Minutes, 1/24/2019
- 3) **Table:** 2019 Co-Chairs' Priorities, *Draft 12/21/2018*
- 4) **Table:** Los Angeles County Commission on HIV, 2019 Training Schedule, *Updated 2/25/2019*
- 5) **Summary:** HIV Connect Update: HIV Resource Website, Statistics July through December 31, 2018
- 6) **Spreadsheet:** Commission on HIV, Operations Budget - Revised 12/27/18, PY 28, (March 2018 - February 2019)
- 7) **Duty Statement:** At-Large Member, Executive Committee, *Approved 3/28/2017*
- 8) **List:** 2019 National AIDS/HIV Awareness Days
- 9) **Table:** Los Angeles County Commission on HIV, Commissioner Member New Business Tracker (and) Public Comment Tracker
- 10) **Summary:** Presentation Summary and Recommendations for Community Practice and Action, February 14, 2019: Panel Discussion on the Disproportionate Impact of HIV/AIDS in the African American Community
- 11) **PowerPoint:** Government Transparency, The Ralph M. Brown Act
- 12) **Summary:** Commission on HIV (COH), Los Angeles County HIV/AIDS Strategy (LACHAS), 2019 Community Engagement Ideas, *Draft 1/18/2019*
- 13) **Spreadsheet:** Ryan White Part A, MAI Year 28 and Part B YR 18 Expenditures by Service Categories through December 31, 2018, 2/26/2019
- 14) **Committee Membership Application:** Noah Kaplan, LCSW, MSW, 1/16/2019
- 15) **Agenda:** Aging Task Force (ATF), 2/26/2019
- 16) **Memorandum:** Ad Hoc Committee on HIV & Older Persons, 2/14/2019

CALL TO ORDER: Ms. Granados called the meeting to order at 1:10 pm. Quorum was not achieved.

I. ADMINISTRATIVE MATTERS

1. APPROVAL OF AGENDA:

MOTION #1: Approve the Agenda Order, as presented (*Postponed*).

2. APPROVAL OF MEETING MINUTES:

MOTION #2: Approve the 1/24/2019 Executive Committee Meeting Minutes, as presented (*Postponed*).

II. PUBLIC COMMENT

- 3. OPPORTUNITY FOR PUBLIC TO ADDRESS COMMISSION ON ITEMS OF INTEREST WITHIN COMMISSION JURISDICTION:** There were no comments.

III. COMMITTEE NEW BUSINESS ITEMS

- 4. OPPORTUNITY FOR COMMISSIONERS TO RECOMMEND ITEMS FOR FUTURE AGENDAS, OR ITEMS REQUIRING IMMEDIATE ACTION DUE TO AN EMERGENCY, OR IF NEED FOR ACTION AROSE AFTER POSTING AGENDA:** There were no items.

IV. REPORTS

5. EXECUTIVE DIRECTOR/STAFF REPORT:

A. 2019 Committee Work Plans: Staff continue to update Work Plans, as needed. The Plans also facilitate annual reporting.

- 1. Co-Chair Priorities:** These 2019 Priorities reference pertinent Committees or the Consumer Caucus to either provide a lens for integration into Work Plans or expand on existing Work Plan items.

B. 2019 Training Schedule:

- Staff continue to receive feedback on the Schedule. Mini-trainings will be incorporated into meetings, as feasible, and a conference style Annual Meeting has been suggested that could use break-outs, e.g., on leadership training, specific topics like housing, or a panel on an impacted community like that presented at the 2/14/2019 Commission meeting.
- Dr. Rebecca Cohen, DHSP, leads Quality Improvement efforts and, along with Lisa Klein, will integrate trainings at the Consumer Caucus consistent with requested leadership training. Also for consumers, the UCLA Health Data Center has been scheduled for an overview of turning data into action at the April Consumer Caucus meeting.

C. 3/14/19 COH Meeting Agenda Preparation:

- Ms. Barrit noted a request from the January 2019 Commission meeting for her to facilitate an update from the Chief Executive Office (CEO) on Measure H. An update for March was unavailable, but efforts continue for April.
- Proposed Measure H funding allocations were open to the public and were also forwarded to all Commissioners. Typically, Los Angeles County (LAC) seeks community input on priority funding by posting. The Executive Committee or the Commission in general has the option to submit public comments or recommendations, if desired.
- Mr. Pérez reported DHSP has been reviewing housing and housing expenditures which remain stubbornly low. DHSP felt new issues deserved attention. Changes at Housing Opportunities for Persons With AIDS (HOPWA) since Rebecca Ronquillo's departure from the program warrant discussion with Maribel Ulloa and her supervisor on goals for the year.
- Hearing from LAC partners on Measure H was important, but Mayor Eric Garcetti's City of Los Angeles investment was as well. There were also Housing Authority of the City of Los Angeles (HACLA), Housing Authority of the County of Los Angeles (HACoLA), and the Los Angeles Homeless Services Authority (LAHSA), plus HOPWA, DHSP, and the Commission.
- He expressed concern about significant resources, but insufficient units to provide services. In other instances, services have investments, but lack enough clients. The conversation needs to address the systemic and systematic barriers to ensure revenue and resources translate to housing people much more quickly. For example, one DHSP Residential Care Facility For the Chronically Ill (RCFCI) contractor cannot reach 100% occupancy due to the model.
- A key challenge is to ensure housing for PLWH is lifted up among other population demands and across resources.
- Mr. Ballesteros asked if DHSP might set up its own housing referral and placement system. Mr. Pérez was unsure if DHSP had the capacity and some other partners have pretty strong infrastructure. On the other hand, if there is a lack of improvement despite availability of resources, then fundamental challenges must be understood, e.g., number of units, acuity of patients, where case management is or is not appropriate, how to address clients who are too healthy to meet RCFCI eligibility criteria, lack of Transitional Residential Care Facilities (TRCF), and rising rents fueling evictions.
- Mr. Pérez felt housing was the single biggest planning issue for the Commission to address in 2019. In particular, he urged coordination among LAC, Measure H, the City of Los Angeles, HOPWA, DHSP, and the Commission.

- Mr. Stalter urged using LAC seized properties. Mr. Pérez referred that to Phil Ansell, Director, LAC Homeless Initiative.
- Mr. Ballesteros said, historically, initiatives often must form first within the HIV community and then draw funding.
- The body discussed various options to further the conversation such as reinvigorating the Housing Task Force or opening a discussion at the full Commission. There was agreement more ground work was needed prior to opening a Commission discussion to ensure it did not devolve into individual, and potentially disrespectful, housing issues.
- ➔ Ms. Barrit will explore the possibility of a housing panel for an upcoming Commission meeting.
- ➔ Schedule joint meeting to outline housing concerns with Commission Co-Chairs; Mario Pérez, MPH, DHSP; and Phil Ansell, Director, LAC Homeless Initiative.

D. HIV Connect Update:

- Data on website usage was in the packet. It has a fairly high click rate by industry standards. The Commission worked with a smaller promotional company on an email to chief executive officers countywide, both Ryan White-funded and not, and LAC partners like Christina Ghaly, MD, Director, Department of Health Services (DHS). Staff monitor the site, e.g., for word searches, and will offer data to DHSP for Health Resources and Services Administration (HRSA) reports.
- Mr. Stalter noted Grindr and Scruff offer public messages for free with advance notice.

E. COH Program Year (PY) 28 Operational Budget Review:

- Ms. Barrit presented the PY 28 Budget for review in preparation for development of the PY 29 Budget following receipt of the PY 29 Notice Of Award (NOA). Several PY 28 contractual expenses will not recur or will decrease in PY 29, e.g., while Lois Starr remains as a resource, she will no longer be needed to convene think tanks; main Prevention Standards work was done; the Assessment of the Administrative Mechanism (AAM) was submitted so only follow-up was needed.
- HIV Connect is reflected on a separate sheet as a direct service. The main expense was \$114,400 to build the website which will not recur. Many marketing materials are done so expenses will decline. Recurring costs include maintenance from the internal Services Department (ISD) and the 211 LA subscription to help boost the existing services database.
- She noted Bradley Land has consistently advocated for unaffiliated consumer travel opportunities. On the other hand, all LAC departments are expected to address cost containment. Mr. Stalter felt travel supports parity and leadership. Mr. Martinez felt national conferences can be overwhelming even for providers, but especially for consumers unless they are partnered with someone for support. Local skills-focused trainings can be more valuable and less expensive.
- Ms. Granados stressed intentionality in choosing events and working with the Consumer Caucus to ensure support.
- Mr. Pérez noted the Ryan White grant includes caps of 10% on administrative expenses and 5% on Quality Assurance (QA) related activities. HRSA was explicit during its 2018 site visit that QA allowable expenses must be direct costs so only the 10% remained available for DHSP and Commission administrative expenses.
- DHSP will work closely with Ms. Barrit to determine how to spend the 10% given that administrative costs overall are much higher. The \$1,406,800 does cover most Commission costs, but absorbs much of the 10%.

6. CO-CHAIR REPORT:

A. Meeting Management Reminders:

- ➔ Commission Co-Chairs will begin reminders with the Commissioners' charge to act as LAC planners and not as advocates for individual or agency concerns. The Code of Conduct will also be referenced once revised and approved.

B. Committee Co-Chair Elections Reminder/Update: Operations elected Ms. Bivens-Davis and Mr. Preciado as Co-Chairs.

C. Executive At-Large Member Nominations:

- ➔ Nominations will open at the March Commission meeting for April elections. (The Duty Statement was in the packet.)

D. National HIV/AIDS Awareness Days Activities:

- The body reviewed various 2019 HIV-related awareness days. The February Commission meeting honored National Black HIV/AIDS Awareness Day, 2/7/2019, with a very well-received panel. With limited meeting time, it was agreed to highlight four additional populations during the year based on viral suppression and population prevalence rates.
- ➔ Commission Co-Chairs will honor all pertinent days under each month's Co-Chair report.
- ➔ Develop Commission meeting recognition activities for: National Youth HIV & AIDS Awareness Day, 4/10/2019; National Native HIV/AIDS Awareness Day is 3/20/2019, but will be addressed during the summer; National Latinx AIDS Awareness Day, 10/15/2019; and National Transgender Awareness Month, November 2019.

E. 1/10/2019 & 2/14/2019 COH Meeting Follow-Up/Review:

1. **Public Comment:** There was no additional discussion.
2. **Commission Member New Business Items:**

- Multiple comments raised disproportionate needs of the Black community and called for a response. Suggestions included: use Black issues as a lens to address Commission work across Committees, identify issues specific to each Committee, and increase resources including Technical Assistance (TA). Issues are complex and broad-ranging so must be inventoried with discreet areas elevated to inform Commission response, e.g., standards, policy, funding.
- Beyond internal Commission work, there was support for a task force. Mr. Pérez stressed an effective task force translating issues into adoptable recommendations must have a membership reaching far beyond Commissioners. For example, it must include a handful of agency leaders like chief executive officers and program directors who can say what issues preclude them from responding to an LAC Request For Proposals (RFPs). Some agencies with capacity do not respond. Mr. Ballesteros suggested adding staff from a supervisorial and a congressional office.
- ➡ Staff will reach out to a broad cross-section of people to form a Black Task Force including representatives from Commission Committees, consumers, providers, and legislative bodies. It will study pertinent issues, informed by the February Commission panel, and report back to the Commission at the Annual Meeting.

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

- Mr. Pérez reported on 2/26/2019 the Board of Supervisors (BOS) approved 19 contracts for Ambulatory Outpatient Medical (AOM) as part of the RFP DHSP released in 2018 and 19 contracts for Medical Care Coordination (MCC). All who applied for funding received an award with some changes to the list of providers, now publicly available. Contracts begin 3/1/2019.
- The Planning, Priority and Allocations Committee the prior week had a discussion on priority areas to consider funding. DHSP anticipated a list soon from the Commission on funding priorities for 2019 and 2020.
- The National HIV Prevention Conference will be 3/18-21/2019 in Atlanta GA. A conversation on the impact of HIV in the United States among Latino MSM and transgender Latinas will take place on 3/17/2019. This is continuing follow-up to a meeting with six highly impacted states held by Eugene McCray, MD, Director, Centers for Disease Control and Prevention (CDC), Division of HIV/AIDS Prevention (DHAP). That was followed by a series of conversations with community-based advocates, stakeholders, and partners which has now expanded to directly funded jurisdictions.
- ➡ Move the DHSP Report up on the 3/14/2019 Commission agenda at the request of Mario Pérez, MPH.

8. LOS ANGELES COUNTY HIV/AIDS STRATEGY (LACHAS) REPORT:

A. Stigma Reduction Planning Workshop Series:

- Ms. Granados noted one more training remained in the Stigma Reduction Planning training series. Once the series was complete, the Stigma Reduction Plan Work Group will convene to develop the LAC Plan.
- ➡ Agendize update on the Stigma Reduction Plan Work Group.

9. STANDING COMMITTEE REPORTS:

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

1. Strategies to Maximize Funding:

- Mr. Martinez reported, as noted earlier, there was extensive discussion at the last meeting with Pamela Ogata, MPH, DHSP, on reviewing a table of ideas with DHSP feedback on ways to maximize funding.
- Ms. Ogata also noted HRSA sent its Notice Of Award (NOA) for 2019 much earlier than usual. Program Reports are due to HRSA within 90 days of NOA receipt, in this case by 4/15/2019, so PP&A should complete its Priority Setting and Resource Allocation (PSRA) 2019 revisions in time for Commission approval at the 4/11/2019 meeting.

2. Multi-Year Advance Planning: PP&A was using the funding discussion to prioritize two to three RFPs for future implementation to better maximize funds.

3. HRSA Service Category Review: There was no additional discussion.

4. Ryan White Program, CDC Prevention, and Net County Cost (NCC) Expenditure Reports Update: It was in the packet.

B. Standards and Best Practices (SBP) Committee:

1. HRSA Ryan White Allowable Uses of Funds Review: Review is preparatory to work on new standards in 2019.

2. HRSA Service Categories Review: Review is preparatory to work on new standards in 2019.

C. Operations Committee:

1. Assessment of the Administrative Mechanism (AAM):

(a) **Ad Hoc Committee:** Operations has formed an Ad Hoc Committee to review and implement AAM recommendations. Michael Green, PhD, MHSA will be the DHSP representative.

2. Membership Management: This item was postponed.

(a) **Noah Kaplan, LCSW, MSW - SBP Committee Member Only Application:**

MOTION #3: Approve recommendation to appoint Noah Kaplan, LCSW, MSW as a Standards and Best Practices (SBP) Committee-only member, as presented, and forward to 3/14/2019 Commission meeting for final approval (*Postponed*).

3. **Policies and Procedures:** This item was postponed.

(a) **(Revised) Code of Conduct:**

MOTION #4: Approve (Revised) Code of Conduct, as presented or revised, and forward to 3/14/2019 Commission meeting for final approval (*Postponed*).

B. **Public Policy Committee:** Policy Priorities were updated for 2019 with a stronger emphasis on disparities and social justice.

1. **County Policy and Budget:** There was no additional discussion.

2. **State Legislation and Budget:** The bills deadline was end of month so the Legislative Docket was now being compiled.

3. **Federal Policy and Legislation:** There was no additional discussion.

10. CAUCUS, TASK FORCE, AND WORK GROUP REPORTS:

A. Aging Task Force:

- Mr. Ballesteros presented a memorandum on benefits of the Task Force. This is the largest population in the Ryan White system with 42% aged 50 or older. While 85% are virally suppressed, that still leaves 15% who are not and overall viral suppression is just 64%. The Task Force hoped to better understand subpopulation suppression challenges.
- Ms. Barrit reported a Work Plan with 2019 timeline was being developed. It will prioritize collection of key data; two targeted focus groups, one each for providers and consumers; and a literature review.
- Mr. Martinez acknowledged issues of aging and long-term survivors, but expressed concern with allocating resources and staff time to populations without disparities. As planners, he felt energy should focus on those with clear disparities based on data and was uncomfortable with the precedent of forming a group without data to first define it.
- Mr. Ballesteros did not want to pit populations against each other. He felt health outcomes noted were significant and expected many aging PLWH were in overlapping subpopulations with disparities, e.g., Black and Latino PLWH lacking good outcomes. Mr. Stalter added trends were toward an aging PLWH population so more information was valuable.

B. **Comprehensive HIV Plan (CHP) Goals & Objectives Work Group:** There was no report.

C. **Consumer Caucus:** There was no report.

D. **Women's Caucus:** There was no report.

E. **Transgender Caucus:** There was no report.

V. NEXT STEPS

11. **TASK/ASSIGNMENTS RECAP:** There was no additional discussion.

12. **AGENDA DEVELOPMENT FOR NEXT MEETING:** There was no additional discussion.

VI. ANNOUNCEMENTS

13. **OPPORTUNITY FOR PUBLIC AND COMMITTEE TO MAKE ANNOUNCEMENTS:**

- ➡ Staff will follow-up on revisiting the Brown Act presentation. Due to questions, it was not completed.

VII. ADJOURNMENT

14. **ADJOURNMENT:** The meeting adjourned at 2:37 pm.