



LOS ANGELES COUNTY  
**COMMISSION ON HIV**



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# OPERATIONS COMMITTEE Virtual Meeting

Thursday, February 25, 2021

10:00AM -12:00PM (PST)

\*Meeting Agenda + Packet will be available on our website at:  
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## PUBLIC COMMENTS

**Public Comments will open at the time referenced on the meeting agenda. For those who wish to provide live public comment, you may do so by joining the WebEx meeting through your computer or smartphone and typing PUBLIC COMMENT in the Chat box.** For those calling into the meeting via telephone, you will not be able to provide live public comment. However, you may provide written public comments or materials by email to [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org). Please include the agenda item and meeting date in your correspondence. All correspondence and materials received shall become part of the official record.

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LOS ANGELES COUNTY  
**COMMISSION ON HIV**



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

**Thursday, February 25, 10:00 AM – 12:00 PM**

To Register + Join by Computer:

<https://tinyurl.com/74a7ou7e>

*\*Link is for non-Committee members + members of the public*

To Join by Phone: +1-213-306-3065

Access code: 145 456 5790

Operations Committee Members:			
Carlos Moreno, <i>Co-Chair</i>	Juan Preciado, <i>Co-Chair</i>	Miguel Alvarez (Alternate)	Danielle Campbell, MPH
Michele Daniels (Exec, At Large)	Joe Green	Kayla Walker-Heltzel	Justin Valero (Exec, At Large)
<b>QUORUM*:</b>	<b>5</b>		

AGENDA POSTED: February 19, 2021

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.

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 la oficina de la Comisión al (213) 738-2816 (teléfono), o por correo electrónico á hivcomm@lachiv.org, por lo menos 72 horas antes de la junta.

SUPPORTING DOCUMENTATION can be obtained at the Commission on HIV Website at: <http://hiv.lacounty.gov>. The Commission Offices are located in Metroplex Wilshire, one building west of the southwest corner of Wilshire and Normandie. Validated parking is available in the parking lot behind Metroplex, just south of Wilshire, on the west side of Normandie.

NOTES on AGENDA SCHEDULING, TIMING, POSTED and ACTUAL TIMES, TIME ALLOTMENTS, and AGENDA ORDER: Because time allotments for discussions and decision-making regarding business before the Commission's standing committees cannot always be predicted precisely, posted times for items on the meeting agenda may vary significantly from either the actual time devoted to the item or the actual, ultimate order in which it was addressed on the agenda. Likewise, stakeholders may propose adjusting the order of various items at the commencement of the committee meeting (Approval of the Agenda), or times may be adjusted and/or modified, at the co-chairs' discretion, during the course of the meeting.

If a stakeholder is interested in joining the meeting to keep abreast of or participate in consideration of a specific agenda item, the Commission suggests that the stakeholder plan on attending the full meeting in case the agenda order is modified or timing of the items is altered. All Commission committees make every effort to place items that they are aware involve external stakeholders at the top of the agenda in order to address and resolve those issues more quickly and release visiting participants from the obligation of staying for the full meeting.

External stakeholders who would like to participate in the deliberation of discussion of an agenda item, but who may only be able to attend for a short time during a limited window of opportunity, may call the Commission's Executive Director in advance of the meeting to see if the scheduled agenda order can be adjusted accordingly. Commission leadership and staff will make every effort to accommodate reasonable scheduling and timing requests - from members or other stakeholders - within the limitations and requirements of other possible constraints.

Call to Order | Introductions | Statement - Conflict of Interest 10:00 AM – 10:02 AM

**I. ADMINISTRATIVE MATTERS**

10:02 AM – 10:07 AM

1. Approval of Agenda **MOTION #1**
2. Approval of Meeting Minutes **MOTION #2**

**II. PUBLIC COMMENT**

10:07 AM – 10:11 AM

3. Opportunity for members of the public to address the Commission on items of interest that are within the jurisdiction of the Commission

**III. COMMITTEE NEW BUSINESS ITEMS**

10:11 AM – 10:15 AM

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

**IV. REPORTS**

- 5. Executive Director/Staff Report** 10:15 AM – 10:35 AM
- A. Commission and Committee Updates
- “So You Want To Talk About Race?” | Book Reading Activity
  - 2021 COH Work Plan
- B. HealthHIV Planning Council Assessment Survey | Reminder
- C. Ending the HIV Epidemic (EHE) | Updates
- 6. Co-Chair’s Report** 10:35 AM – 10:50 AM
- A. 2021 Work Plan
- 7. Membership Management Report** 10:50 AM – 11:30 AM
- A. Attendance Letters
- Eduardo Martinez
  - Tony Spears
  - Amiya Wilson
- B. Seat Vacate
- Michele Daniels | **MOTION #3**
  - Diamante Johnson | **MOTION #4**
- C. Change in Membership Seat Assignments
- Thomas Green to Provider representative #5 | **MOTION #5**
  - Amiya Wilson to Alternate (#20) | **MOTION #6**
  - Alasdair Burton to Alternate (#21) | **MOTION #7**
  - Nestor Kamurigi to Unaffiliated consumer, Supervisorial District 2 | **MOTION #8**
  - Miguel Alvarez to HIV Stakeholder #8 | **MOTION #9**
- D. Membership Application Redesign Work Group | Updates
- Consumer Caucus Feedback
- E. Member Picture IDs | Follow up

**V. DISCUSSIONS**

- 8. Recruitment, Retention and Engagement** 11:30 AM – 11:45 AM
- A. Outreach Efforts & Strategies Amid a New Virtual Normal
- 9. Mentorship aka Peer Collaborator/Buddy Program I** 11:45 AM – 11:50 AM
- A. Orientation | Updates

**VI. NEXT STEPS**

11. Task/Assignments Recap
12. Agenda Development for the Next Meeting

**VII. ANNOUNCEMENTS**

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

**VIII. ADJOURNMENT**

12:00 PM

## 14. Adjournment for the meeting of February 25, 2021

<b>PROPOSED MOTIONS</b>	
<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.
<b>MOTION #3:</b>	Approve Seat Vacate, Michele Daniels, and elevate to Executive Committee for approval.
<b>MOTION #4:</b>	Approve Seat Vacate, Diamante Johnson, and elevate to Executive Committee for approval.
<b>MOTION #5:</b>	Approve Recommendation to Change Membership Seat of Thomas Green from Alternate (#15) to, as presented or revised.
<b>MOTION #6:</b>	Approve Recommendation to Change Membership Seat of Amiya Wilson from HIV Stakeholder #6, to Alternate (#20), as presented or revised.
<b>MOTION #7:</b>	Approve Recommendation to Change Membership Seat of Alasdair Burton from Alternate (#24) to Alternate (#21), as presented or revised.
<b>MOTION #8:</b>	Approve Recommendation to Change Membership Seat of Nestor Kamurigi from Alternate (#28) to Unaffiliated Consumer, Supervisorial District 2, as presented or revised.
<b>MOTION #9:</b>	Approve Recommendation to Change Membership Seat of Miguel Alvarez from Alternate (#51) to HIV Stakeholder #8, as presented or revised.



## LOS ANGELES COUNTY COMMISSION ON HIV



3530 Wilshire Boulevard, Suite 1140 • Los Angeles, CA 90010 • TEL (213) 738-2816 • FAX (213) 637-6748

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

### CODE OF CONDUCT

We welcome commissioners, guests, and the public into a space where people of all opinions and backgrounds are able to contribute. We create a safe environment that celebrates differences while striving for consensus and is characterized by consistent, professional, and respectful behavior. Our common enemies are HIV and STDs. We strive to be introspective and understand and clarify our assumptions, while appreciating the complex intersectionality of the lives we live. We challenge ourselves to be self-reflective and committed to an ongoing understanding. 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 strive for consensus and compassion in all our interactions.**
- 2) We respect others' time by starting and ending meetings on time, being punctual, and staying present.**
- 3) We listen, don't repeat what has already been stated, avoid interrupting others, and allow others to be heard.**
- 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) We give and accept respectful and constructive feedback.**
- 7) We keep all issues on the table (no "hidden agendas"), avoid monopolizing discussions and minimize side conversations.**
- 8) We have no place in our deliberations for homophobic, racist, sexist, and other discriminatory statements and "-isms" (including transphobia, ableism, and ageism).**
- 9) We give ourselves permission to learn from our mistakes.**

Approved (11/12/1998); Revised (2/10/2005; 9/6/2005); **Revised (4/11/19)**



## COMMISSION MEMBER "CONFLICTS-OF-INTEREST"

Updated 2/17/21

The following list identifies "conflicts-of-interest" for Commission members who represent agencies with Part A/B –and/or CDC HIV Prevention-funded service contracts with the County of Los Angeles. According to Ryan White legislation, HRSA guidance and Commission policy, Commission members are required to state their "conflicts-of-interest" prior to priority- and allocation-setting and other fiscal matters concerning the local HIV continuum of care, and to recuse themselves from discussions involving specific service categories for which their organizations have service contracts.

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
<b>ALVAREZ</b>	<b>Miguel</b>	No Affiliation	No Ryan White or prevention contracts
<b>ALVIZO</b>	<b>Everardo</b>	Long Beach Health & Human Services	Ambulatory Outpatient Medical (AOM)
			Benefits Specialty
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			HIV and STD Prevention
			HIV Testing Social & Sexual Networks
<b>BALLESTEROS</b>	<b>AI</b>	JWCH, INC.	HIV Testing Storefront
			HIV Testing & Syphilis Screening, Diagnosis, & inked Referral...(CSV)
			STD Screening, Diagnosis, and Treatment
			Health Education/Risk Reduction (HERR)
			Mental Health
			Oral Healthcare Services
			Transitional Case Management
			Ambulatory Outpatient Medical (AOM)
			Benefits Specialty
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			Transportation Services
<b>BURTON</b>	<b>Alasdair</b>	No Affiliation	No Ryan White or prevention contracts
<b>CAMPBELL</b>	<b>Danielle</b>	UCLA/MLKCH	Oral Health Care Services
			Medical Care Coordination (MCC)
			Ambulatory Outpatient Medical (AOM)
			Transportation Services



COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
CATALDO	Raquel	Tarzana Treatment Center	Ambulatory Outpatient Medical (AOM)
			Benefits Specialty
			Case Management, Home-Based
			HIV Testing Storefront
			STD Screening, Diagnosis and Treatment
			Health Education/Risk Reduction
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			Mental Health
			Substance Abuse, Transitional Housing (meth)
			Transitional Case Management-Jails
			Transportation Services
COFFEY	Pamela	Unaffiliated consumer	No Ryan White or prevention contracts
DANIELS	Michele	Unaffiliated consumer	No Ryan White or prevention contracts
DARLING-PALACIOS	Frankie	Los Angeles LGBT Center	Ambulatory Outpatient Medical (AOM)
			HIV Testing Storefront
			HIV Testing Social & Sexual Networks
			STD Screening, Diagnosis and Treatment
			Health Education/Risk Reduction
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			Promoting Healthcare Engagement Among Vulnerable Populations
Transportation Services			
DAVIES	Erika	City of Pasadena	HIV Testing Storefront
			HIV Testing & Sexual Networks
DONNELLY	Kevin	Unaffiliated consumer	No Ryan White or prevention contracts



COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
FULLER	Luckie	Los Angeles LGBT Center	Ambulatory Outpatient Medical (AOM)
			HIV Testng Storefront
			HIV Testing Social & Sexual Networks
			STD Screening, Diagnosis and Treatment
			Health Education/Risk Reduction
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			Promoting Healthcare Engagement Among Vulnerable Populations
Transportation Services			
GATES	Jerry	AETC	Part F Grantee
GONZALEZ	Felipe	Unaffiliated consumer	No Ryan White or Prevention Contracts
GORDON	Bridget	Unaffiliated consumer	No Ryan White or prevention contracts
GRANADOS	Grissel	Children's Hospital Los Angeles	Ambulatory Outpatient Medical (AOM)
			HIV Testing Storefront
			STD Screening, Diagnosis and Treatment
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			Transitional Case Management-Youth
Promoting Healthcare Engagement Among Vulnerable Populations			
GREEN	Joseph	Unaffiliated consumer	No Ryan White or prevention contracts
GREEN	Thomas	APAIT (aka Special Services for Groups)	HIV Testing Storefront
			Mental Health
			Transportation Services
HACK	Damontae	Unaffiliated consumer	No Ryan White or prevention contracts
HALFMAN	Karl	California Department of Public Health, Office of AIDS	Part B Grantee
JOHNSON	Diamante	Unaffiliated consumer	No Ryan White or prevention contracts
KAMURIGI	Nestor	No Affiliation	No Ryan White or prevention contracts
KOCHEMS	Lee	Unaffiliated consumer	No Ryan White or prevention contracts
KING	William	W. King Health Care Group	No Ryan White or prevention contracts
LEE	David	Charles R. Drew University of Medicine and Science	HIV Testing Storefront
			HIV Testing Social & Sexual Networks

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
MARTINEZ	Eduardo	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
			HIV Testing Social & Sexual Networks
			Sexual Health Express Clinics (SHEX-C)
			Transportation Services
			Medical Subspecialty
			HIV and STD Prevention Services in Long Beach
MILLS	Anthony	Southern CA Men's Medical Group	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
MORENO	Carlos	Children's Hospital, Los Angeles	Ambulatory Outpatient Medical (AOM)
			HIV Testing Storefront
			STD Screening, Diagnosis and Treatment
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			Transitional Case Management - Youth
			Promoting Healthcare Engagement Among Vulnerable Populations
MURRAY	Derek	City of West Hollywood	No Ryan White or prevention contracts
NASH	Paul	University of Southern California	Biomedical HIV Prevention
			Oral Healthcare Services

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
NELSON	Katja	APLA Health & Wellness	Case Management, Home-Based
			Benefits Specialty
			HIV Testing Storefront
			HIV Testing Social & Sexual Networks
			STD Screening, Diagnosis and Treatment
			Sexual Health Express Clinics (SHEX-C)
			Health Education/Risk Reduction
			Health Education/Risk Reduction, Native American
			Biomedical HIV Prevention
			Oral Healthcare Services
			Ambulatory Outpatient Medical (AOM)
			Medical Care Coordination (MCC)
			HIV and STD Prevention Services in Long Beach
			Transportation Services
Nutrition Support			
PERÉZ	Mario	Los Angeles County, Department of Public Health, Division of HIV and STD Programs	Ryan White/CDC Grantee
PRECIADO	Juan	Northeast Valley Health Corporation	Ambulatory Outpatient Medical (AOM)
			Benefits Specialty
			Medical Care Coordination (MCC)
			Oral Healthcare Services
			Mental Health
			Biomedical HIV Prevention
			STD Screening, Diagnosis and Treatment
Transportation Services			
RAY	Joshua	Unaffiliated consumer	No Ryan White or prevention contracts
ROSALES	Ricky	City of Los Angeles AIDS Coordinator	No Ryan White or prevention contracts
SATTAH	Martin	Rand Schrader Clinic LA County Department of Health Services	Ambulatory Outpatient Medical (AOM)
			Medical Care Coordination (MCC)

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
			Health Education/Risk Reduction
			Mental Health
			Oral Healthcare Services
			Transitional Case Management
			Ambulatory Outpatient Medical (AOM)
			Benefits Specialty
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			Transportation Services
SPENCER	LaShonda	Oasis Clinic (Charles R. Drew University/Drew CARES)	HIV Testing Storefront
			HIV Testing Social & Sexual Networks
SPEARS	Tony	Capitol Drugs	No Ryan White or prevention contracts
STALTER	Kevin	Unaffiliated consumer	No Ryan White or prevention contracts
ULLOA	Maribel	HOPWA-City of Los Angeles	No Ryan White or prevention contracts
VALERO	Justin	California State University, San Bernardino	No Ryan White or prevention contracts
VELAZQUEZ	Guadalupe	Unaffiliated consumer	No Ryan White or prevention contracts
WALKER	Kayla	No Affiliation	No Ryan White or prevention contracts
WALKER	Ernest	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)
WILSON	Amiya	Unique Women's Coalition	No Ryan White or prevention contracts



## LOS ANGELES COUNTY COMMISSION ON HIV (COH) 2021 MASTER WORK PLAN DRAFT/FOR REVIEW and DISCUSSION ONLY (1.5.21)

<b>Co-Chairs: Bridget Gordon &amp; David Lee</b>		
<b>Approval Date:</b>		<b>Revision Dates:</b>
<b>Purpose of Work Plan:</b> To focus and prioritize key activities for COH Committees and subgroups for 2021.		
<b>Prioritization Criteria:</b> Select activities that 1) represent the core functions of the COH; 2) advance the goals of the local Ending the HIV Epidemic (EHE) Plan; and 3) align with COH staff and member capacities and time commitment; 4) ongoing COVID public health emergency response and recovery priorities.		
#	TASK/ACTIVITY	TARGET COMPLETION DATE
1	Collaborate with the Human Relations Commission and other trainers to design and implement trainings and facilitated discussions on managing conflicts, interpersonal relationships, and implicit bias.	Start February/Ongoing
2	Planning Council effectiveness evaluation technical assistance provided by HealthHIV. <ul style="list-style-type: none"> <li>• Will evaluate the effectiveness of the structure, policies and procedures, membership, and stakeholder/consumer engagement integrated HIV planning groups.</li> </ul>	June
3	Conduct EHE focused strategic planning for the Commission. <ul style="list-style-type: none"> <li>• Strategic planning sessions will lead to the development of an EHE operational plan for the Commission.</li> <li>• Conduct an in-depth analysis of EHE plan and operationalize relevant activities for the Commission.</li> <li>• Determine how to best support and supplement the work of the DHSP EHE Steering Committee.</li> <li>• Operationalize specific roles and goals for the Commission to end the HIV epidemic in LA County in 10 years.</li> <li>• Collaborate with Commission Liaison to the DHSP EHE Steering Committee to learn and understand how to best support and supplement each other's work.</li> </ul>	May-June
4	Develop an EHE Community Engagement and HIV Service Promotion Speaker's Tool Kit for Commissioners to use in community outreach and presentations. <ul style="list-style-type: none"> <li>• Toolkit seeks to increase community awareness of EHE and local services. through Commission meetings, Virtual Lunch and Learn events; HIV Connect resource website; social media; virtual and in-person (pending DPH guidance) health and resource fairs (these may be ongoing activities)</li> </ul>	March
5	Implement National Minority AIDS Council (NMAC) BLOC training for consumers <ul style="list-style-type: none"> <li>• Customized training aimed at supporting consumer leadership development.</li> </ul>	June
6	Implement activities aimed at integrated prevention and care planning, priority setting and resource allocation.	Start Jan/Ongoing
7	Review BAAC and ATF charge and implement recommendations best aligned with the purpose and capacity of the Commission	Start Jan/Ongoing
<b>**Subject to change and does not include ongoing activities for Committees and subgroups.**</b>		

## HealthHIV IHAP-TAC 2020-2021

### Planning Body Assessment Steps/ Anticipated Timeline

<u>Key Activity</u>	<u>Anticipated Start/End Date</u>
HealthHIV reviews documentation (e.g. Orientation & Membership materials, bylaws)	12/1/20 - 1/15/21
HealthHIV conducts kick-off call with LA County Commission on HIV (Commission) Executive Committee to outline objectives and intended outcomes of external assessment	1/28/21
Commission (with HealthHIV input) identifies individuals for six key informant interviews	1/28/21 - 2/5/21
HealthHIV/Commission discuss and review communication plan/strategy to engage membership and gain buy-in	1/28/21 - 2/5/21
HealthHIV adapts survey and interview guide to meet Commission's intended outcomes and objectives	1/28/21 - 2/5/21
Commission reviews adapted online survey and interview guide	2/8/21 - 2/15/21
HealthHIV/Commission disseminate online survey via email and SurveyMonkey link	2/17/21 - 3/12/21
HealthHIV conducts KIIs	2/22/21 - 3/12/21
HealthHIV analyzes survey and KII data	3/15/21 - 4/9/21
HealthHIV/Commission review and discuss initial findings with key stakeholders/leadership	4/19/21 - 4/30/21
HealthHIV finalizes written report	4/30/21
HealthHIV/Commission convene meeting (in-person or virtual) with full membership to present findings and discuss recommendations and strategies	May 2021
HealthHIV finalizes written report with detailed objectives and strategies to address areas for improvement	By 6/30/21



# LOS ANGELES COUNTY COMMISSION ON HIV 2021 WORK PLAN (WP)

## OPERATIONS COMMITTEE

**DRAFT FOR 01.28.01 OPS MEETING**

<b>Committee/Subgroup Name: Operations Committee</b>			<b>Co-Chairs: Juan Preciado &amp; Carlos Moreno</b>	
<b>Committee Adoption Date: 1.28.21</b>			<b>Revision Dates: 2.18.21</b>	
<p><b>Purpose of Work Plan:</b> To focus and prioritize key activities for COH Committees and subgroups for 2021.</p> <p><b>Prioritization Criteria:</b> Select activities that 1) represent the core functions of the COH and Committee; 2) advance the goals of the Comprehensive HIV Plan &amp; Ending the HIV Epidemic (EHE) Plan; and 3) align with COH staff and member capacities and time commitment.</p>				
#	TASK/ACTIVITY	DESCRIPTION	TARGET COMPLETION DATE	STATUS/NOTES/OTHER COMMITTEES INVOLVED
1	<b>Planning Council effectiveness evaluation technical assistance provided by HealthHIV</b>	Will evaluate the effectiveness of the structure, policies and procedures, membership, and stakeholder/consumer engagement integrated HIV planning groups	June 2021	<del>Kick off presentation by HealthHIV @ January 28, 2021 Executive Committee meeting.</del> Survey sent out.
2	<b>BAAC and ATF Recommendations</b>	Implement recommendations best aligned with the purpose and capacity of Operations Committee	Ongoing	Awaiting guidance from BAAC Task Force and ATF.
3	<b>Update Membership Application</b>	Update membership application to a more condensed community friendly format	Jan-April 2021	<del>First draft submitted to January 28, 2021 Ops for feedback. Also present to Consumer Caucus for addl feedback.</del> Draft application presented to Consumer Caucus 2.11.21; feedback provided. Staff making updates and will submit to Ops.
4	<b>Consumer Engagement and Retention Strategies</b>	Development Engagement and retention strategies to align with EHE efforts.	Ongoing	
5	<b>Consumer Leadership and Training</b>	Continue development of training and capacity building opportunities to prepare & position consumers for leadership roles	Ongoing	NMAC BLOCC series; COH 2021 e-Training Series, etc.
6	<b>Review Membership to Ensure PIR</b>	Review membership to ensure PIR is reflected throughout the membership, to include Alternate seat review, seat changes, attendance	Quarterly	





**LOS ANGELES COUNTY COMMISSION ON HIV 2021 WORK PLAN (WP)  
OPERATIONS COMMITTEE**

**DRAFT FOR 01.28.01 OPS MEETING**

7	<b>Attendance Review</b>	Review Attendance Matrix Quarterly	Quarterly	Attendance reviewed in January: attendance letters issued, motions to vacate placed on agenda.
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<b>POLICY/ PROCEDURES:</b>	<b>NO. #08.3204</b>	<b>Commission and Committee Meeting Absences</b>
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**SUBJECT:** Commission and Committee Meeting Absences

**PURPOSE:** To clarify how absences from a Commission or Committee meeting must be claimed, how it must be communicated, why it is important, and what purpose it serves.

**POLICY:** It is recommended that all Commissioners and Committee members regularly and faithfully inform staff of their intentions to be absent from either Commission and/or Committee meetings. Knowledge of member attendance/absences prior to meetings helps Commission Co-Chairs and staff ascertain quorums in advance.

Members cannot miss three consecutive Commission or Committee meetings, or six of either type of meeting in a single year. Absences can result in the suspension of voting privileges or removal from the Commission. However, removal from the Commission due to three consecutive absences cannot result if any of those absences are excused.

COH bylaws dictate that excused absences can be claimed for the following reasons:

- personal sickness, personal emergency and/or family emergency\*;
- vacation; a
- out-of-town travel; and/or
- unforeseen work schedule conflict(s)

In cases of an extended absence from the COH due to personal sickness, personal emergency and/or family emergency, members are allowed to take a leave of absence for up to three months. Should a member's leave of absence extend beyond three months, the Operations' Committee Co-Chairs and Executive Director will confer with the member and determine appropriate next steps, to include a voluntary resignation from the Commission with the understanding that they can reapply at a later time.

**PROCEDURE:**

To claim an excused absence for reasons of vacation and/or out-of-town business, members must notify the Commission Secretary or respective Committee support staff person two weeks prior to the meeting. For purposes of personal/family emergency or sickness, members have until two days after a meeting to notify the aforementioned staff that they are claiming an excused absence.


Policy #08.3204: Commission and Committee Meeting Absences

July 11, 2019

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For leaves of absence, members must notify the Executive Director immediately upon knowledge of the extended absence. It is the responsibility of the member to keep the Executive Director updated on their status and estimated return to the COH. If the Member does not notify the Executive Director appropriately, the member's absence is therefore deemed unexcused and the member is subject to suspension of voting privileges or removal from the Commission.

Notification must occur by e-mail or fax for documentation purposes (e-mail preferred). Receipt of the excused absence notification will be acknowledged within 48 hours through the same medium; an absence is not considered excused until receipt has been acknowledged. Notification must detail the member's name, meeting for which an excused absence is being claimed, and reason for the excused absence.

<b>NOTED AND APPROVED:</b>		<b>EFFECTIVE DATE:</b>	07/11/2019
Original Approval: 11/24/2008	Revision(s): 05/23/16; 7/24/17; 7/11/2019		



LOS ANGELES COUNTY  
**COMMISSION ON HIV**



3530 Wilshire Boulevard, Suite 1140 • Los Angeles, CA 90010 • TEL (213) 738-2816 • FAX (213) 637-4748  
EMAIL: [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org) • WEBSITE: <http://hiv.lacounty.gov>

**Sent Via Email:**

February 3, 2021

Eduardo Martinez

Dear Mr. Martinez:

Thank you for your service to the Los Angeles County Commission on HIV (COH). As an HIV Stakeholder on the COH, your participation in discussions around the needs of people living with and impacted by HIV/AIDS (PLWHA) is an important and valuable public service.

This letter serves to alert you of the absences incurred for the 2020 calendar year. The COH via the Operations Committee has a standing policy to track the attendance of members at Commission and Committee meetings. Policy/Procedure #08.3204 notes that:

“Members cannot miss three consecutive Commission or Committee meetings, or six of either type of meeting in a single year. Absences can result in the suspension of voting privileges or removal from the Commission. However, removal from the Commission due to three consecutive absences cannot result if any of those absences are excused.”

A copy of the full policy is enclosed in this letter.

For calendar year 2020, our records indicate that you missed six (6) Public Policy (PP) and five (5) Standard and Best Practices (SBP) Committee meetings.

**In order to regain good standing as a Commissioner, please take the following actions no later than February 15, 2021:**

1. Contact my office to confirm your service to the Commission on HIV via phone call or email.
2. Begin attending PP and SBP Committee meetings;
3. Read the attached Policy #08.3204/Excused Absences and notify me or any COH staff by email or phone if you will not attend a meeting due to personal sickness, personal emergency and/or family emergency; vacation; and/or out-of-town travel.

February 3, 2021

Page 2 of 2

If my office does not receive a response regarding this letter by February 15, 2021, the Operations Committee will review your membership on the Commission and recommend that your seat be vacated at its next meeting on February 25, 2021.

The COH staff and Operations Committee are committed to supporting all Commissioners in their role as planners for the County. We understand that a full engagement on the COH may not be feasible at this time; hence, we encourage you to self-assess your commitment to the COH and consider resigning and reapply again once you determine a more appropriate timing for your participation on the COH.

I look forward to hearing from you. Please contact my office at 213.618.6164 or via email at [cbarrit@lachiv.org](mailto:cbarrit@lachiv.org).

Sincerely,

A handwritten signature in black ink that reads "Cheryl Barrit". The signature is written in a cursive, flowing style.

Cheryl Barrit  
Executive Director  
Los Angeles County Commission on HIV

c: Operations Co-Chair  
COH Co-Chairs



<b>POLICY/ PROCEDURES:</b>	<b>NO. #08.3204</b>	<b>Commission and Committee Meeting Absences</b>
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**SUBJECT:** Commission and Committee Meeting Absences

**PURPOSE:** To clarify how absences from a Commission or Committee meeting must be claimed, how it must be communicated, why it is important, and what purpose it serves.

**POLICY:** It is recommended that all Commissioners and Committee members regularly and faithfully inform staff of their intentions to be absent from either Commission and/or Committee meetings. Knowledge of member attendance/absences prior to meetings helps Commission Co-Chairs and staff ascertain quorums in advance.

Members cannot miss three consecutive Commission or Committee meetings, or six of either type of meeting in a single year. Absences can result in the suspension of voting privileges or removal from the Commission. However, removal from the Commission due to three consecutive absences cannot result if any of those absences are excused.

COH bylaws dictate that excused absences can be claimed for the following reasons:

- personal sickness, personal emergency and/or family emergency\*;
- vacation; a
- out-of-town travel; and/or
- unforeseen work schedule conflict(s)

In cases of an extended absence from the COH due to personal sickness, personal emergency and/or family emergency, members are allowed to take a leave of absence for up to three months. Should a member's leave of absence extend beyond three months, the Operations' Committee Co-Chairs and Executive Director will confer with the member and determine appropriate next steps, to include a voluntary resignation from the Commission with the understanding that they can reapply at a later time.

**PROCEDURE:**

To claim an excused absence for reasons of vacation and/or out-of-town business, members must notify the Commission Secretary or respective Committee support staff person two weeks prior to the meeting. For purposes of personal/family emergency or sickness, members have until two days after a meeting to notify the aforementioned staff that they are claiming an excused absence.


Policy #08.3204: Commission and Committee Meeting Absences

July 11, 2019

Page 2

For leaves of absence, members must notify the Executive Director immediately upon knowledge of the extended absence. It is the responsibility of the member to keep the Executive Director updated on their status and estimated return to the COH. If the Member does not notify the Executive Director appropriately, the member's absence is therefore deemed unexcused and the member is subject to suspension of voting privileges or removal from the Commission.

Notification must occur by e-mail or fax for documentation purposes (e-mail preferred). Receipt of the excused absence notification will be acknowledged within 48 hours through the same medium; an absence is not considered excused until receipt has been acknowledged. Notification must detail the member's name, meeting for which an excused absence is being claimed, and reason for the excused absence.

<b>NOTED AND APPROVED:</b>		<b>EFFECTIVE DATE:</b>	07/11/2019
Original Approval: 11/24/2008	Revision(s): 05/23/16; 7/24/17; 7/11/2019		





LOS ANGELES COUNTY  
**COMMISSION ON HIV**



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**Sent Via Email:**

February 3, 2021

Tony Spears

Dear Mr. Spears:

Thank you for your service to the Los Angeles County Commission on HIV (COH). As an HIV Stakeholder on the COH, your participation in discussions around the needs of people living with and impacted by HIV/AIDS (PLWHA) is an important and valuable public service.

This letter serves to alert you of the absences incurred for the 2020 calendar year. The COH via the Operations Committee has a standing policy to track the attendance of members at Commission and Committee meetings. Policy/Procedure #08.3204 notes that: "Members cannot miss three consecutive Commission or Committee meetings, or six of

either type of meeting in a single year. Absences can result in the suspension of voting privileges or removal from the Commission. However, removal from the Commission due to three consecutive absences cannot result if any of those absences are excused."

A copy of the full policy is enclosed in this letter.

For calendar year 2020, our records indicate that you missed four (4) Public Policy (PP) Committee and four (4) Commission meetings.

**In order to regain good standing as a Commissioner, please take the following actions no later than February 15, 2021:**

1. Contact my office to confirm your service to the Commission on HIV via phone call or email.
2. Begin attending Commission and PP Committee meetings;
3. Read the attached Policy #08.3204/Excused Absences and notify me or any COH staff by email or phone if you will not attend a meeting due to personal sickness, personal emergency and/or family emergency; vacation; and/or out-of-town travel.

February 3, 2021

Page 2 of 2

If my office does not receive a response regarding this letter by February 15, 2021, the Operations Committee will review your membership on the Commission and recommend that your seat be vacated at its next meeting on February 25, 2021.

The COH staff and Operations Committee are committed to supporting all Commissioners in their role as planners for the County. We understand that a full engagement on the COH may not be feasible at this time; hence, we encourage you to self-assess your commitment to the COH and consider resigning and reapply again once you determine a more appropriate timing for your participation on the COH.

I look forward to hearing from you. Please contact my office at 213.618.6164 or via email at [cbarrit@lachiv.org](mailto:cbarrit@lachiv.org).

Sincerely,

A handwritten signature in black ink that reads "Cheryl Barrit". The signature is written in a cursive, flowing style.

Cheryl Barrit  
Executive Director  
Los Angeles County Commission on HIV

c: Operations Co-Chair  
COH Co-Chairs



<b>POLICY/ PROCEDURES:</b>	<b>NO. #08.3204</b>	<b>Commission and Committee Meeting Absences</b>
--------------------------------	-------------------------	--

**SUBJECT:** Commission and Committee Meeting Absences

**PURPOSE:** To clarify how absences from a Commission or Committee meeting must be claimed, how it must be communicated, why it is important, and what purpose it serves.

**POLICY:** It is recommended that all Commissioners and Committee members regularly and faithfully inform staff of their intentions to be absent from either Commission and/or Committee meetings. Knowledge of member attendance/absences prior to meetings helps Commission Co-Chairs and staff ascertain quorums in advance.

Members cannot miss three consecutive Commission or Committee meetings, or six of either type of meeting in a single year. Absences can result in the suspension of voting privileges or removal from the Commission. However, removal from the Commission due to three consecutive absences cannot result if any of those absences are excused.

COH bylaws dictate that excused absences can be claimed for the following reasons:

- personal sickness, personal emergency and/or family emergency\*;
- vacation; a
- out-of-town travel; and/or
- unforeseen work schedule conflict(s)

In cases of an extended absence from the COH due to personal sickness, personal emergency and/or family emergency, members are allowed to take a leave of absence for up to three months. Should a member's leave of absence extend beyond three months, the Operations' Committee Co-Chairs and Executive Director will confer with the member and determine appropriate next steps, to include a voluntary resignation from the Commission with the understanding that they can reapply at a later time.

**PROCEDURE:**

To claim an excused absence for reasons of vacation and/or out-of-town business, members must notify the Commission Secretary or respective Committee support staff person two weeks prior to the meeting. For purposes of personal/family emergency or sickness, members have until two days after a meeting to notify the aforementioned staff that they are claiming an excused absence.


Policy #08.3204: Commission and Committee Meeting Absences

July 11, 2019

Page 2

For leaves of absence, members must notify the Executive Director immediately upon knowledge of the extended absence. It is the responsibility of the member to keep the Executive Director updated on their status and estimated return to the COH. If the Member does not notify the Executive Director appropriately, the member's absence is therefore deemed unexcused and the member is subject to suspension of voting privileges or removal from the Commission.

Notification must occur by e-mail or fax for documentation purposes (e-mail preferred). Receipt of the excused absence notification will be acknowledged within 48 hours through the same medium; an absence is not considered excused until receipt has been acknowledged. Notification must detail the member's name, meeting for which an excused absence is being claimed, and reason for the excused absence.

<b>NOTED AND APPROVED:</b>		<b>EFFECTIVE DATE:</b>	07/11/2019
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**Sent Via Email:**

February 3, 2021

Amiya Wilson

Dear Ms. Wilson:

Thank you for your service to the Los Angeles County Commission on HIV (COH). As an HIV Stakeholder on the COH, your participation in discussions around the needs of people living with and impacted by HIV/AIDS (PLWHA) is an important and valuable public service.

This letter serves to alert you of the absences incurred for the 2020 calendar year. The COH via the Operations Committee has a standing policy to track the attendance of members at Commission and Committee meetings. Policy/Procedure #08.3204 notes that: "Members cannot miss three consecutive Commission or Committee meetings, or six of

either type of meeting in a single year. Absences can result in the suspension of voting privileges or removal from the Commission. However, removal from the Commission due to three consecutive absences cannot result if any of those absences are excused."

A copy of the full policy is enclosed in this letter.

For calendar year 2020, our records indicate that you missed five (5) Standards and Best Practices (SBP) Committee and three (3) Commission meetings.

**In order to regain good standing as a Commissioner, please take the following actions no later than February 15, 2021:**

1. Contact my office to confirm your service to the Commission on HIV via phone call or email.
2. Begin attending Commission and SBP Committee meetings;
3. Read the attached Policy #08.3204/Excused Absences and notify me or any COH staff by email or phone if you will not attend a meeting due to personal sickness, personal emergency and/or family emergency; vacation; and/or out-of-town travel.

February 3, 2021

Page 2 of 2

If my office does not receive a response regarding this letter by February 15, 2021, the Operations Committee will review your membership on the Commission and recommend that your seat be vacated at its next meeting on February 25, 2021.

The COH staff and Operations Committee are committed to supporting all Commissioners in their role as planners for the County. We understand that a full engagement on the COH may not be feasible at this time; hence, we encourage you to self-assess your commitment to the COH and consider resigning and reapply again once you determine a more appropriate timing for your participation on the COH.

I look forward to hearing from you. Please contact my office at 213.618.6164 or via email at [cbarrit@lachiv.org](mailto:cbarrit@lachiv.org).

Sincerely,

A handwritten signature in black ink that reads "Cheryl Barrit". The signature is written in a cursive, flowing style.

Cheryl Barrit  
Executive Director  
Los Angeles County Commission on HIV

c: Operations Co-Chair  
COH Co-Chairs



<b>POLICY/ PROCEDURES:</b>	<b>NO. #08.3204</b>	<b>Commission and Committee Meeting Absences</b>
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**SUBJECT:** Commission and Committee Meeting Absences

**PURPOSE:** To clarify how absences from a Commission or Committee meeting must be claimed, how it must be communicated, why it is important, and what purpose it serves.

**POLICY:** It is recommended that all Commissioners and Committee members regularly and faithfully inform staff of their intentions to be absent from either Commission and/or Committee meetings. Knowledge of member attendance/absences prior to meetings helps Commission Co-Chairs and staff ascertain quorums in advance.

Members cannot miss three consecutive Commission or Committee meetings, or six of either type of meeting in a single year. Absences can result in the suspension of voting privileges or removal from the Commission. However, removal from the Commission due to three consecutive absences cannot result if any of those absences are excused.

COH bylaws dictate that excused absences can be claimed for the following reasons:

- personal sickness, personal emergency and/or family emergency\*;
- vacation; a
- out-of-town travel; and/or
- unforeseen work schedule conflict(s)

In cases of an extended absence from the COH due to personal sickness, personal emergency and/or family emergency, members are allowed to take a leave of absence for up to three months. Should a member's leave of absence extend beyond three months, the Operations' Committee Co-Chairs and Executive Director will confer with the member and determine appropriate next steps, to include a voluntary resignation from the Commission with the understanding that they can reapply at a later time.

**PROCEDURE:**

To claim an excused absence for reasons of vacation and/or out-of-town business, members must notify the Commission Secretary or respective Committee support staff person two weeks prior to the meeting. For purposes of personal/family emergency or sickness, members have until two days after a meeting to notify the aforementioned staff that they are claiming an excused absence.




Policy #08.3204: Commission and Committee Meeting Absences

July 11, 2019

Page 2

For leaves of absence, members must notify the Executive Director immediately upon knowledge of the extended absence. It is the responsibility of the member to keep the Executive Director updated on their status and estimated return to the COH. If the Member does not notify the Executive Director appropriately, the member's absence is therefore deemed unexcused and the member is subject to suspension of voting privileges or removal from the Commission.

Notification must occur by e-mail or fax for documentation purposes (e-mail preferred). Receipt of the excused absence notification will be acknowledged within 48 hours through the same medium; an absence is not considered excused until receipt has been acknowledged. Notification must detail the member's name, meeting for which an excused absence is being claimed, and reason for the excused absence.

<b>NOTED AND APPROVED:</b>		<b>EFFECTIVE DATE:</b>	07/11/2019
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**COMMISSION ON HIV**



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**Sent Via Email:**

February 3, 2021

Michele Daniels

Dear Ms. Daniels:

Thank you for your service to the Los Angeles County Commission on HIV (COH). As an HIV Stakeholder on the COH, your participation in discussions around the needs of people living with and impacted by HIV/AIDS (PLWHA) is an important and valuable public service.

This letter serves to alert you of the absences incurred for the 2020 calendar year. The COH via the Operations Committee has a standing policy to track the attendance of members at Commission and Committee meetings. Policy/Procedure #08.3204 notes that:

“Members cannot miss three consecutive Commission or Committee meetings, or six of either type of meeting in a single year. Absences can result in the suspension of voting privileges or removal from the Commission. However, removal from the Commission due to three consecutive absences cannot result if any of those absences are excused.”

A copy of the full policy is enclosed in this letter.

For calendar year 2020, our records indicate that you missed five (5) Operations (OPS) Committee, seven (7) Executive Committee and four (4) Commission meetings.

**In order to regain good standing as a Commissioner, please take the following actions no later than February 15, 2021:**

1. Contact my office to confirm your service to the Commission on HIV via phone call or email.
2. Begin attending Commission, OPS and Executive Committee meetings;
3. Read the attached Policy #08.3204/Excused Absences and notify me or any COH staff by email or phone if you will not attend a meeting due to personal sickness, personal emergency and/or family emergency; vacation; and/or out-of-town travel.

If my office does not receive a response regarding this letter by February 15, 2021, the Operations Committee will review your membership on the Commission and recommend that your seat be vacated at its next meeting on February 25, 2021.

February 3, 2021

Page 2 of 2

The COH staff and Operations Committee are committed to supporting all Commissioners in their role as planners for the County. We understand that a full engagement on the COH may not be feasible at this time; hence, we encourage you to self-assess your commitment to the COH and consider resigning and reapply again once you determine a more appropriate timing for your participation on the COH.

I look forward to hearing from you. Please contact my office at 213.618.6164 or via email at [cbarrit@lachiv.org](mailto:cbarrit@lachiv.org).

Sincerely,

A handwritten signature in cursive script that reads "Cheryl Barrit".

Cheryl Barrit  
Executive Director  
Los Angeles County Commission on HIV

c: Operations Co-Chair  
COH Co-Chairs



<b>POLICY/ PROCEDURES:</b>	<b>NO. #08.3204</b>	<b>Commission and Committee Meeting Absences</b>
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**SUBJECT:** Commission and Committee Meeting Absences

**PURPOSE:** To clarify how absences from a Commission or Committee meeting must be claimed, how it must be communicated, why it is important, and what purpose it serves.

**POLICY:** It is recommended that all Commissioners and Committee members regularly and faithfully inform staff of their intentions to be absent from either Commission and/or Committee meetings. Knowledge of member attendance/absences prior to meetings helps Commission Co-Chairs and staff ascertain quorums in advance.

Members cannot miss three consecutive Commission or Committee meetings, or six of either type of meeting in a single year. Absences can result in the suspension of voting privileges or removal from the Commission. However, removal from the Commission due to three consecutive absences cannot result if any of those absences are excused.

COH bylaws dictate that excused absences can be claimed for the following reasons:

- personal sickness, personal emergency and/or family emergency\*;
- vacation; a
- out-of-town travel; and/or
- unforeseen work schedule conflict(s)

In cases of an extended absence from the COH due to personal sickness, personal emergency and/or family emergency, members are allowed to take a leave of absence for up to three months. Should a member's leave of absence extend beyond three months, the Operations' Committee Co-Chairs and Executive Director will confer with the member and determine appropriate next steps, to include a voluntary resignation from the Commission with the understanding that they can reapply at a later time.

**PROCEDURE:**

To claim an excused absence for reasons of vacation and/or out-of-town business, members must notify the Commission Secretary or respective Committee support staff person two weeks prior to the meeting. For purposes of personal/family emergency or sickness, members have until two days after a meeting to notify the aforementioned staff that they are claiming an excused absence.


Policy #08.3204: Commission and Committee Meeting Absences

July 11, 2019

Page 2

For leaves of absence, members must notify the Executive Director immediately upon knowledge of the extended absence. It is the responsibility of the member to keep the Executive Director updated on their status and estimated return to the COH. If the Member does not notify the Executive Director appropriately, the member's absence is therefore deemed unexcused and the member is subject to suspension of voting privileges or removal from the Commission.

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**Sent Via Email:**

February 4, 2021

Diamante Johnson

Dear Diamante:

On behalf of the Los Angeles County Commission, we thank you for your service. This letter serves to inform you that, at its last meeting on January 28, 2021, the Operations Committee conducted its quarterly review of members' attendance and recommended to move, at its next meeting on February 25, 2021, to vacate your seat as an Unaffiliated Consumer, Supervisorial District 5 representative..

As indicated in the October 4, 2019 attendance letter sent to you notifying you of your excessive absences, "Members cannot miss three consecutive Commission or Committee meetings, or six of either type of meeting in a single year. Absences can result in the suspension of voting privileges or removal from the Commission. However, removal from the Commission due to three consecutive absences cannot result if any of those absences are excused." (Policy #08.3204; a copy is enclosed with this letter.) ***For calendar year 2020, our records indicate that you have missed six (6) Planning, Priorities, & Allocations (PP&A) Committee and five (5) Commission meetings.***

We understand that full engagement on the COH may not be feasible at this time; hence, we encourage you to reapply again once you determine a more appropriate timing for your participation on the COH. We are grateful for your contributions to the Commission and to ending the HIV epidemic in our community and invite you to continue to participate in our meetings and activities as a member of the public.

If you have any questions, please feel free to contact me at 213.618.6164 or via email at [cbarrit@lachiv.org](mailto:cbarrit@lachiv.org).

Sincerely,

A handwritten signature in cursive script that reads "Cheryl A. Barrit".

Cheryl A. Barrit, MPIA, Executive Director  
Los Angeles County Commission on HIV  
c: Operations Committee; Commission Co-Chairs



<b>POLICY/ PROCEDURES:</b>	<b>NO. #08.3204</b>	<b>Commission and Committee Meeting Absences</b>
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**SUBJECT:** Commission and Committee Meeting Absences

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Policy #08.3204: Commission and Committee Meeting Absences

July 11, 2019

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# 2021 MEMBERSHIP ROSTER | \*FOR INTERNAL USE ONLY (2.8.21)

SEAT NO.	MEMBERSHIP SEAT	Commissioners Seated	Committee Assignment	COMMISSIONER	AFFILIATION (IF ANY)	TERM BEGIN	TERM ENDS	ALTERNATE
1	Medi-Cal representative			<b>Vacant</b>		July 1, 2019	June 30, 2021	
2	City of Pasadena representative	1	EXC SBP	Erika Davies	City of Pasadena Department of Public Health	July 1, 2018	June 30, 2022	
3	City of Long Beach representative	1	PP&A	Everardo Alvizo	Long Beach Health & Human Services	July 1, 2019	June 30, 2021	
4	City of Los Angeles representative	1	PP	Ricky Rosales	AIDS Coordinator's Office, City of Los Angeles	July 1, 2018	June 30, 2022	
5	City of West Hollywood representative	1	PP&A	Derek Murray	City of West Hollywood	July 1, 2019	June 30, 2021	
6	Director, DHSP	1	EXC PP&A	Mario Pérez, MPH	DHSP, LA County Department of Public Health	July 1, 2018	June 30, 2022	
7	Part B representative	1	PP&A	Karl Halfman, MA	California Department of Public Health	July 1, 2018	June 30, 2022	
8	Part C representative	1	PP&A EXC	Frankie Darling Palacios	Los Angeles LGBT Center	July 1, 2018	June 30, 2022	
9	Part D representative					July 1, 2019	June 30, 2021	
10	Part F representative	1	PP	Jerry D. Gates, PhD	Keck School of Medicine of USC	July 1, 2018	June 30, 2022	
11	Provider representative #1	1	OPS EXC	Carlos Moreno	Children's Hospital Los Angeles	July 1, 2019	June 30, 2021	
12	Provider representative #2	1	EXC	David Lee, MPH, LCSW	Charles Drew University	July 1, 2018	June 30, 2022	
13	Provider representative #3	1	SBP	Harold Glenn San Agustin, MD	JWCH Institute, Inc.	July 1, 2019	June 30, 2021	
14	Provider representative #4	1	PP&A	LaShonda Spencer, MD	Charles Drew University	July 1, 2018	June 30, 2022	
15	Provider representative #5	1	SBP	<b>Thomas Green</b>	<b>APAIT</b>	July 1, 2019	June 30, 2021	
16	Provider representative #6	1	PP&A	Anthony Mills, MD	Southern CA Men's Medical Group	July 1, 2018	June 30, 2022	
17	Provider representative #7	1	PP&A	Alexander Luckie Fuller	Los Angeles LGBT Center	July 1, 2019	June 30, 2021	
18	Provider representative #8	1	PP	Martin Sattah, MD	Rand Shrader Clinic, LA County Department of Health Services	July 1, 2018	June 30, 2022	
19	Unaffiliated consumer, SPA 1	1	EXC OPS	Michele Daniels	<i>Unaffiliated Consumer</i>	July 1, 2019	June 30, 2021	
20	Unaffiliated consumer, SPA 2			<b>Vacant</b>		July 1, 2018	June 30, 2022	<b>Amiya Wilson (SBP)</b>
21	Unaffiliated consumer, SPA 3			<b>Vacant</b>		July 1, 2019	June 30, 2021	<b>Alasdair Burton (PP)</b>
22	Unaffiliated consumer, SPA 4	1	EXC SBP	Kevin Stalter	<i>Unaffiliated Consumer</i>	July 1, 2018	June 30, 2022	
23	Unaffiliated consumer, SPA 5			<b>Vacant</b>		July 1, 2019	June 30, 2021	Damontae Hack (PP&A)
24	Unaffiliated consumer, SPA 6	1	SBP	Pamela Coffey	<i>Unaffiliated Consumer</i>	July 1, 2018	June 30, 2022	<b>Reba Stevens (SBP)</b>
25	Unaffiliated consumer, SPA 7			<b>Vacant</b>		July 1, 2019	June 30, 2021	
26	Unaffiliated consumer, SPA 8	1	PP&A	Kevin Donnelly	<i>Unaffiliated Consumer</i>	July 1, 2018	June 30, 2022	
27	Unaffiliated consumer, Supervisorial District 1			<b>Vacant</b>		July 1, 2019	June 30, 2021	
28	Unaffiliated consumer, Supervisorial District 2	1	PP	<b>Nestor Kamurigi</b>	<i>Unaffiliated Consumer</i>	July 1, 2018	June 30, 2022	
29	Unaffiliated consumer, Supervisorial District 3	1	SBP	Joshua Ray	<i>Unaffiliated Consumer</i>	July 1, 2019	June 30, 2021	Eduardo Martinez (SBP/PP)
30	Unaffiliated consumer, Supervisorial District 4	1	PP	<b>Isabella Rodriguez</b>	<b>Unaffiliated Consumer</b>	July 1, 2018	June 30, 2022	
31	Unaffiliated consumer, Supervisorial District 5	1	PP&A	Diamante Johnson	<i>Unaffiliated Consumer</i>	July 1, 2019	June 30, 2021	Kayla Walker-Heltzel (PP&A/OPS)
32	Unaffiliated consumer, at-large #1	1	PP&A	Guadalupe Velazquez	<i>Unaffiliated Consumer</i>	July 1, 2018	June 30, 2022	Tony Spears
33	Unaffiliated consumer, at-large #2	1	OPS   PP&A	Joseph Green	<i>Unaffiliated Consumer</i>	July 1, 2019	June 30, 2021	
34	Unaffiliated consumer, at-large #3	1	PP&A	Felipe Gonzalez	<i>Unaffiliated Consumer</i>	July 1, 2018	June 30, 2022	
35	Unaffiliated consumer, at-large #4	1	EXC	Bridget Gordon	<i>Unaffiliated Consumer</i>	July 1, 2019	June 30, 2021	
36	Representative, Board Office 1	1	PP&A	Al Ballesteros, MBA	JWCH Institute, Inc.	July 1, 2018	June 30, 2022	
37	Representative, Board Office 2	1	OPS	Danielle Campbell, MPH	UCLA/MLKCH	July 1, 2019	June 30, 2021	
38	Representative, Board Office 3	1	EXC PP SBP	Katja Nelson, MPP	APLA	July 1, 2018	June 30, 2022	
39	Representative, Board Office 4	1	EXC OPS SBP	Justin Valero, MA	California State University, San Bernardino	July 1, 2019	June 30, 2021	
40	Representative, Board Office 5	1	PP&A EXC	Raquel Cataldo	Tarzana Treatment Center	July 1, 2018	June 30, 2022	
41	Representative, HOPWA	1	PP&A	Maribel Ulloa	City of Los Angeles, HOPWA	July 1, 2019	June 30, 2021	
42	Behavioral/social scientist	1	EXC PP	Lee Kochems	<i>Unaffiliated Consumer</i>	July 1, 2018	June 30, 2022	
43	Local health/hospital planning agency representative			<b>Vacant</b>		July 1, 2019	June 30, 2021	
44	HIV stakeholder representative #1	1	SBP	Grissel Granados, MSW	Children's Hospital Los Angeles	July 1, 2018	June 30, 2022	
45	HIV stakeholder representative #2	1	SBP	Paul Nash, CPsychol AFBPsS FHEA	University of Southern California	July 1, 2019	June 30, 2021	
46	HIV stakeholder representative #3	1	EXC OPS	Juan Preciado	Northeast Valley Health Corporation	July 1, 2018	June 30, 2022	
47	HIV stakeholder representative #4	1	SBP	Ernest Walker	Men's Health Foundation	July 1, 2019	June 30, 2021	
48	HIV stakeholder representative #5	1	PP	<b>Gerald Garth</b>	<b>AMAAD Institute</b>	July 1, 2018	June 30, 2022	
49	HIV stakeholder representative #6	1	OPS	<b>Felipe Findley</b>	<b>Watts Healthcare Corporation</b>	July 1, 2019	June 30, 2021	
50	HIV stakeholder representative #7	1	PP&A	William D. King, MD, JD, AAHIVS	W. King Health Care Group	July 1, 2018	June 30, 2022	
51	HIV stakeholder representative #8	1	OPS	<b>Miguel Alvarez</b>	<b>No Affiliations</b>	July 1, 2018	June 30, 2022	
<b>TOTAL:</b>		<b>43</b>						

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



# 2021 MEMBERSHIP ROSTER | UPDATED 02.08.21

SEAT NO.	MEMBERSHIP SEAT	Commissioners Seated	Committee Assignment	COMMISSIONER	AFFILIATION (IF ANY)	TERM BEGIN	TERM ENDS	ALTERNATE
1	Medi-Cal representative			<b>Vacant</b>		July 1, 2019	June 30, 2021	
2	City of Pasadena representative	1	EXC SBP	Erika Davies	City of Pasadena Department of Public Health	July 1, 2018	June 30, 2022	
3	City of Long Beach representative	1	PP&A	Everardo Alvizo	Long Beach Health & Human Services	July 1, 2019	June 30, 2021	
4	City of Los Angeles representative	1	PP	Ricky Rosales	AIDS Coordinator's Office, City of Los Angeles	July 1, 2018	June 30, 2022	
5	City of West Hollywood representative	1	PP&A	Derek Murray	City of West Hollywood	July 1, 2019	June 30, 2021	
6	Director, DHSP	1	EXC PP&A	Mario Pérez, MPH	DHSP, LA County Department of Public Health	July 1, 2018	June 30, 2022	
7	Part B representative	1	PP&A	Karl Halfman, MA	California Department of Public Health, Office of AIDS	July 1, 2018	June 30, 2022	
8	Part C representative		PP&A EXC	Frankie Darling Palacios	Los Angeles LGBT Center	July 1, 2018	June 30, 2022	
9	Part D representative	1		<b>Vacant</b>		July 1, 2019	June 30, 2021	
10	Part F representative	1	PP	Jerry D. Gates, PhD	Keck School of Medicine of USC	July 1, 2018	June 30, 2022	
11	Provider representative #1	1	EXC OPS	Carlos Moreno	Children's Hospital Los Angeles	July 1, 2019	June 30, 2021	
12	Provider representative #2	1	EXC	David Lee, MPH, LCSW	Charles Drew University	July 1, 2018	June 30, 2022	
13	Provider representative #3	1	SBP	Harold Glenn San Agustin, MD	JWCH Institute, Inc.	July 1, 2019	June 30, 2021	
14	Provider representative #4	1	PP&A	LaShonda Spencer, MD	Charles Drew University	July 1, 2018	June 30, 2022	
15	Provider representative #5			<b>Vacant</b>		July 1, 2019	June 30, 2021	
16	Provider representative #6	1	PP&A	Anthony Mills, MD	Men's Health Foundation	July 1, 2018	June 30, 2022	
17	Provider representative #7	1	PP&A	Alexander Luckie Fuller	Los Angeles LGBT Center	July 1, 2019	June 30, 2021	
18	Provider representative #8	1	PP	Martin Sattah, MD	Rand Shrader Clinic, LA County Department of Health Services	July 1, 2018	June 30, 2022	
19	Unaffiliated consumer, SPA 1	1	EXC OPS	Michele Daniels	Unaffiliated Consumer	July 1, 2019	June 30, 2021	
20	Unaffiliated consumer, SPA 2			<b>Vacant</b>		July 1, 2018	June 30, 2022	
21	Unaffiliated consumer, SPA 3			<b>Vacant</b>		July 1, 2019	June 30, 2021	
22	Unaffiliated consumer, SPA 4	1	EXC SBP	Kevin Stalter	Unaffiliated Consumer	July 1, 2018	June 30, 2022	
23	Unaffiliated consumer, SPA 5			<b>Vacant</b>		July 1, 2019	June 30, 2021	
24	Unaffiliated consumer, SPA 6	1	SBP	Pamela Coffey	Unaffiliated Consumer	July 1, 2018	June 30, 2022	Damontae Hack
25	Unaffiliated consumer, SPA 7			<b>Vacant</b>		July 1, 2019	June 30, 2021	Alasdair Burton (PP)
26	Unaffiliated consumer, SPA 8	1	PP&A	Kevin Donnelly	Unaffiliated Consumer	July 1, 2018	June 30, 2022	Thomas Green (SBP)
27	Unaffiliated consumer, Supervisorial District 1			<b>Vacant</b>		July 1, 2019	June 30, 2021	
28	Unaffiliated consumer, Supervisorial District 2			<b>Vacant</b>		July 1, 2018	June 30, 2022	Nestor Kamurigi (PP)
29	Unaffiliated consumer, Supervisorial District 3	1	SBP	Joshua Ray	Unaffiliated Consumer	July 1, 2019	June 30, 2021	Eduardo Martinez (SBP/PP)
30	Unaffiliated consumer, Supervisorial District 4			<b>Vacant</b>		July 1, 2018	June 30, 2022	
31	Unaffiliated consumer, Supervisorial District 5	1	PP&A	Diamante Johnson	Unaffiliated Consumer	July 1, 2019	June 30, 2021	Kayla Walker-Heltzel (PP&A/OPS)
32	Unaffiliated consumer, at-large #1	1	PP&A	Guadalupe Velazquez	Unaffiliated Consumer	July 1, 2018	June 30, 2022	Tony Spears
33	Unaffiliated consumer, at-large #2	1	OPS PP&A	Joseph Green	Unaffiliated Consumer	July 1, 2019	June 30, 2021	
34	Unaffiliated consumer, at-large #3	1	PP&A	Felipe Gonzalez	Unaffiliated Consumer	July 1, 2018	June 30, 2022	
35	Unaffiliated consumer, at-large #4	1	EXC	Bridget Gordon	Unaffiliated Consumer	July 1, 2019	June 30, 2021	
36	Representative, Board Office 1	1	PP&A	Al Ballesteros, MBA	JWCH Institute, Inc.	July 1, 2018	June 30, 2022	
37	Representative, Board Office 2	1	OPS	Danielle Campbell, MPH	UCLA/MLKCH	July 1, 2019	June 30, 2021	
38	Representative, Board Office 3	1	EXC PP SBP	Katja Nelson, MPP	APLA	July 1, 2018	June 30, 2022	
39	Representative, Board Office 4	1	EXC OPS SBP	Justin Valero, MA	California State University, San Bernardino	July 1, 2019	June 30, 2021	
40	Representative, Board Office 5	1	PP&A EXC	Raquel Cataldo	Tarzana Treatment Center	July 1, 2018	June 30, 2022	
41	Representative, HOPWA	1	PP&A	Maribel Ulloa	City of Los Angeles, HOPWA	July 1, 2019	June 30, 2021	
42	Behavioral/social scientist	1	EXC PP	Lee Kochems	Unaffiliated Consumer	July 1, 2018	June 30, 2022	
43	Local health/hospital planning agency representative			<b>Vacant</b>		July 1, 2019	June 30, 2021	
44	HIV stakeholder representative #1	1	SBP	Grissel Granados, MSW	Children's Hospital Los Angeles	July 1, 2018	June 30, 2022	
45	HIV stakeholder representative #2	1	SBP	Paul Nash, CPsychol AFBPsS FHEA	University of Southern California	July 1, 2019	June 30, 2021	
46	HIV stakeholder representative #3	1	EXC OPS	Juan Preciado	Northeast Valley Health Corporation	July 1, 2018	June 30, 2022	
47	HIV stakeholder representative #4	1	SBP	Ernest Walker	Men's Health Foundation	July 1, 2019	June 30, 2021	
48	HIV stakeholder representative #5			<b>Vacant</b>		July 1, 2018	June 30, 2022	
49	HIV stakeholder representative #6	1	SBP	Amiya Wilson	Unaffiliated Consumer	July 1, 2019	June 30, 2021	
50	HIV stakeholder representative #7	1	PP&A	William D. King, MD, JD, AAHIVS	W. King Health Care Group	July 1, 2018	June 30, 2022	
51	HIV stakeholder representative #8			<b>Vacant</b>		July 1, 2018	June 30, 2022	Miguel Alvarez (OPS/SBP)
<b>TOTAL:</b>		<b>38</b>						

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

	B	C	D	E	F	G	H
1							
2	<b>Planning Council/Planning Body Reflectiveness (Updated 01.26.21)</b>						
3	<b>Race/Ethnicity</b>	<b>Living with HIV/AIDS in EMA/TGA*</b>		<b>Total Members of the PC/PB</b>		<b>Non- Aligned Consumers on PC/PB</b>	
4		Number	Percentage**	Number	Percentage**	Number	Percentage**
5	White, not Hispanic	13,965	27.50%	11	23.91%	5	41.67%
6	Black, not Hispanic	10,155	20.00%	13	28.26%	5	41.67%
7	Hispanic	22,766	44.84%	18	39.13%	2	16.67%
8	Asian/Pacific Islander	1,886	3.71%	3	6.52%	0	0.00%
9	American Indian/Alaska Native	300	0.59%	1	2.17%	0	0.00%
10	Multi-Race	1,705	3.36%	0	0.00%	0	0.00%
11	Other/Not Specified	0	0.00%	0	0.00%	0	0.00%
12	<b>Total</b>	<b>50,777</b>	<b>100%</b>	<b>46</b>	<b>100%</b>	<b>12</b>	<b>100%</b>
13							
14	<b>Gender</b>	Number	Percentage**	Number	Percentage**	Number	Percentage**
15	Male	44,292	87.23%	31	67.39%	8	66.67%
16	Female	5,631	11.09%	13	28.26%	4	33.33%
17	Transgender	854	1.68%	2	4.35%	0	0.00%
18	Unknown	0	0.00%	0	0.00%	0	0.00%
19	<b>Total</b>	<b>50,777</b>	<b>100%</b>	<b>46</b>	<b>100%</b>	<b>12</b>	<b>100%</b>
20							
21	<b>Age</b>	Number	Percentage**	Number	Percentage**	Number	Percentage**
22	13-19 years	122	0.24%	0	0.00%	0	0.00%
23	20-29 years	4,415	8.69%	2	4.35%	1	8.33%
24	30-39 years	9,943	19.58%	19	41.30%	3	25.00%
25	40-49 years	11,723	23.09%	10	21.74%	1	8.33%
26	50-59 years	15,601	30.72%	9	19.57%	6	50.00%
27	60+ years	8,973	17.67%	6	13.04%	1	8.33%
28	Other	0	0.00%	0	0.00%	0	0.00%
29	<b>Total</b>	<b>50,777</b>	<b>99.99%</b>	<b>46</b>	<b>99.99%</b>	<b>12</b>	<b>99.99%</b>
30	<b>**Percentages may not equal 100% due to rounding.**</b>						
31							
32							



**\*\*DRAFT\*\* MEMBERSHIP APPLICATION**

**Introduction**

**Thank you for your interest in becoming a member on the Commission on HIV. Please complete the Membership Application (Application) in its entirety and submit where prompted. Once submitted, Commission staff will review the Application for completeness and will notify you about next steps.**

**A paper version of this Application can be accessed and printed by clicking here: [INSERT LINK]. You may email or mail the Application to the Commission office at:**

**Los Angeles County Commission on HIV  
3530 Wilshire Blvd., Suite 1140  
Los Angeles, CA 90010  
Eml: [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org)**

**If you need assistance in completing the Application or have questions concerning the membership application process, please contact Commission staff at [hivcomm@lachiv.org](mailto:hivcomm@lachiv.org) or at 213.738.2816.**

**For more information regarding the Commission, please visit our website at <https://hiv.lacounty.gov>**

\* 1. Are you applying as a NEW or RETURNING member?

NEW

RETURNING

\* 2. Contact Information

<b>Name and Pronoun</b>	<input type="text"/>
<b>Agency/Organization (If none, leave blank or state "N/A")</b>	<input type="text"/>
<b>Address</b>	<input type="text"/>
<b>City/Town</b>	<input type="text"/>
<b>State/Province</b>	<input type="text"/>
<b>ZIP/Postal Code</b>	<input type="text"/>
<b>Primary Email Address</b>	<input type="text"/>
<b>Primary Phone Number</b>	<input type="text"/>

\* 3. Were you recommended by an individual or organization? If so, please state the name of the recommending entity.

- Yes
- No

Recommending individual/organization:



**\*\*DRAFT\*\* MEMBERSHIP APPLICATION**

**Demographic Information**

**This information will be used to determine membership eligibility, seat assignment, and to ensure federally mandated reflectiveness and representation requirements are met.**

\* 4. HIV Status *\*\*There is NO requirement to disclose your HIV status if you are not occupying an Unaffiliated Consumer seat on the Commission\*\**

- Positive
- Negative
- Prefer not to specify
- Unknown

\* 5. Are you a parent, guardian or direct caregiver of a child with HIV under 19?

- Yes
- No

\* 6. Are you a consumer of Ryan White Part A or CDC HIV prevention services in Los Angeles County?

- Yes, I am a consumer of Ryan White Part A HIV care and treatment services in Los Angeles County
- Yes, I am a consumer of HIV prevention services in Los Angeles County
- No, I am not a consumer of Ryan White Program or CDC HIV prevention services in Los Angeles County
- I don't know

\* 7. Are you affiliated with a Ryan White Program-funded agency? **\*\*Affiliated is defined as one who is either a board member, employee, or a consultant at the agency. Volunteers are considered unaffiliated.\*\***

- Yes
- No
- Not sure if my agency is Ryan White Program-funded; I need assistance to determine

\* 8. Age

- 13-19
- 20-29
- 30-39
- 40-49
- 50-59
- 60+

\* 9. Gender Identification

- Female
- Male
- Non-Binary
- Other (please specify)
- Non-Gender Conforming
- Transgender: Female to Male
- Transgender: Male to Female

\* 10. Race/Ethnicity **\*\*Please select all that apply\*\***

- American Indian or Alaska Native
- Asian/Pacific Islander
- Black or African American
- Other (please specify)
- Hispanic or LatinX
- Multi-Race
- White or Caucasian

\* 11. Please indicate which Supervisorial District and Service Provider Area (SPA) you work, live and/or receive HIV prevention, care and/or treatment services. **\*\*Please select all that apply\*\***

To determine your Supervisorial District and SPA, click here and **include your full address and zip code:**  
<https://appcenter.gis.lacounty.gov/districtlocator/>

- Supervisorial District 1
- Supervisorial District 2
- Supervisorial District 3
- Supervisorial District 4
- Supervisorial District 5
- SPA 1
- SPA 2
- SPA 3
- SPA 4
- SPA 5
- SPA 6
- SPA 7
- SPA 8
- I don't know



**\*\*DRAFT\*\* MEMBERSHIP APPLICATION**

**Representation**

**The Commission is composed of 51 members appointed by the Board of Supervisors and represent a broad and diverse group of providers, consumers, and stakeholders. Please select all categories that apply.**

12. I represent and have been recommended by one of the following health and social service institutions, among whom are individuals with epidemiology skills or experience and knowledge of Hepatitis B, C and STDs.

- Medi-Cal, State of California
- City of Los Angeles
- City of Pasadena
- City of Long Beach
- City of West Hollywood
- N/A

13. I represent and have been recommended by one of the following Ryan White grantees as specified below or by representative groups of Ryan White grant recipients in the County.

- Part B (California State Office of AIDS)
- Part C
- Part D
- Part F (AIDS Education and Training Centers [AETCs], or local providers receiving Part F dental reimbursements)
- N/A

14. I represent one or more of the following stakeholder groups in the County:

- An HIV specialty physician from an HIV medical provider
- A Community Health Center/Federally Qualified Health Center ("CHC"/"FQHC") representative
- A mental health provider
- A substance abuse treatment provider
- A housing provider
- A provider of homeless services
- An AIDS Services Organization ("ASO") offering federally funded HIV prevention services
- An ASO offering HIV care and treatment services
- A provider or administrative representative from the Housing Opportunities for Persons with AIDS (HOPWA) program, recommended by the City of Los Angeles Department of Housing
- Health or hospital planning agency who is recommended by health plans in Covered California
- Behavioral or social scientist who is recommended from among the respective professional communities
- Faith-based entities engaged in HIV prevention and care
- Local education agencies at the elementary or secondary level
- The business community
- Union and/or labor
- Youth or youth-serving agencies
- Other federally funded HIV programs
- Organizations or individuals engaged in HIV-related research
- Organizations or individuals performing harm-reduction services
- Employed as an advocate for incarcerated people living with HIV and/or I am a person living with HIV who was incarcerated in the past three years and can represent the interests of incarcerated people living with HIV.

15. I am willing to publicly disclose that I have Hepatitis B or C.

- Yes
- No



16. I am a member of a a federally-recognized American Indian tribe or Native Alaskan village.

Yes

No



**\*\*DRAFT\*\* MEMBERSHIP APPLICATION**

**Biographical Information**

**Please provide detailed information so that we may assess your interest in, knowledge of, and commitment to the Commission.**

\* 17. For new members, briefly state why you would like to become a member of the Commission. For renewing members, please share why you would like to continue your membership.

\* 18. What skills, abilities, and/or experience do you have that can be helpful to the Commission?

19. If you have a resume/CV or other documents that will support your membership application, please upload here.

Choose File

Choose File

No file chosen

20. Please select any of the following trainings already taken. ***\*\*These trainings are not required to be considered for membership\*\****

Introduction to HIV/STI, HIV/STI 101, or a relate basic Informational HIV/STI training

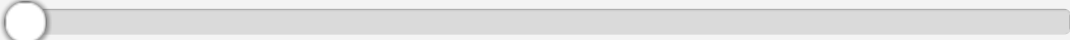
Health Insurance Portability and accountability Act (HIPAA) training

Protection of Human Research Subjects

Other related trainings, please specify:

\* 21. How prepared are you to serve on the Commission?

Not prepared; unfamiliar with the work of the Commission	Somewhat prepared; familiar with the work of the Commission	Fully prepared; well informed of the Commission's work	<input type="checkbox"/>
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\* 22. Would you consider being appointed as an Alternate? *\*\*An Alternate serves in the absence of a unaffiliated consumer member and has voting privileges in that capacity only. However, occupying an Alternate seat is a great way to learn the Commission and build capacity without the pressures of being a full member.\*\**

- Yes
- No

\* 23. How can we support you so that you are able to fully participate and be effective on the Commission? Do you need special accommodations, i.e. translation services, etc?

24. Would you be interested in assuming a leadership role on the Commission?

- Yes
- No

25. Each member must be assigned to one of the Commission's four standing Committees: Operations (OPS); Public Policy (PP); Planning, Priorities & Allocations (PP&A); and Standards & Best Practices (SBP). Please click [here](#) to review the roles & responsibilities of each Committee and select below, in order of priority, which Committee(s) you would be interested in participating on. *\*A second Committee assignment is an option, contingent upon approval.*

☰

Operations (OPS) Committee

☰

Planning, Priorities & Allocations (PP&A) Committee

☰

Public Policy (SBP) Committee

☰

Standards and Best Practices (SBP) Committee



**\*\*DRAFT\*\* MEMBERSHIP APPLICATION**

**Statement of Qualifications**

**The Board of Supervisors requires that all Commission member appointees complete a Statement of Qualifications before they can be appointed. Please click [here](#) to access the form: [INSERT LINK]. Please sure to complete all questions, note "N/A" if not applicable and sign where indicated.**

26. Please upload your completed/signed Statement of Qualifications here.

No file chosen



**\*\*DRAFT\*\* MEMBERSHIP APPLICATION**

**Application Submission**

**Upon submitting the Application, I agree to the following:**

**I will make every effort to attend all of the meetings and activities of the Commission; the committee to which I am assigned; and related caucuses, task forces and working groups, that I have joined voluntarily or that I have been asked to support. I will comply with the Commission's expectations, rules and regulations, conflict of interest guidelines and its code of conduct, consistent with all relevant policies and procedures.**

**As the applicant submitting this Application, I understand that governing legislation and/or guidance may be altered in the future, necessitating revision, modification, or elimination of specific Commission processes or practices—necessitating change with which I will be expected to comply as well. I further understand that sections of this application will be distributed publicly, as required by the Commission's Open Nominations Process and consistent with California's Ralph M. Brown Act.**

**I affirm that the information herein is accurate to the best of my knowledge**

\* 27. Please check the appropriate box before clicking the "Submit" button below.

Yes

No