



LOS ANGELES COUNTY
COMMISSION ON HIV



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

Thursday, September 24, 10:00 AM – 12:00 PM

To Register + Join by Computer: <https://tinyurl.com/yyz5rynt>

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

To Join by Phone: +1-415-655-0001

Access code: 145 481 3987

Operations Committee Members:			
Joseph Green, <i>Co-Chair</i>	Juan Preciado, <i>Co-Chair</i>	Miguel Alvarez (Alternate)	Danielle Campbell, MPH
Michele Daniels	Carlos Moreno	Kayla Walker-Heltzel	
QUORUM*:	4		

**Due to COVID-19, quorum requirements suspended for teleconference meetings per Governor Newsom's Executive Order N-25-20*

AGENDA POSTED: September 17, 2020

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 a posted 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 – 10:30 AM
A. 2020-2021 Parity, Inclusion & Reflectiveness (PIR) Survey
B. Unaffiliated Consumer Stipends | Policy #09.7201
6. **Co-Chair's Report** 10:30 AM – 10:40 AM
A. Work Plan Review/Updates
B. Policy + Procedure Review
7. **Membership Management Report** 10:40 AM – 10:55 AM
A. Membership Management
 (i) New Member Applicant Interviews
 (ii) Everardo Alvizo | City of Long Beach Representative **MOTION #3**
B. Membership Application Redesign Work Group | UPDATES
C. Quarterly Attendance Report
 (i) Attendance Letters to Members w/ Excessive Unexcused Absences

V. DISCUSSIONS

8. **Recruitment, Retention and Engagement** 10:55 AM – 11:30 AM
A. Youth/Young Adult-Specific Outreach Strategies | ONGOING
B. Outreach & Marketing Materials Review of Social Media Concepts
C. Outreach Efforts & Strategies Amid a New Virtual Normal
9. **Mentorship Program Implementation** 11:30 AM – 11:50 AM
A. Member Participation + Pairing

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

14. Adjournment for the meeting of September 24, 2020.

PROPOSED MOTIONS	
MOTION #1:	Approve the Agenda Order, as presented or revised.
MOTION #2:	Approve the Operations Committee minutes, as presented or revised.
MOTION #3:	Approve New Member Applicant, Everardo Alvizo, for City of Long Beach representative seat and elevate to Executive Committee for approval, 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)**



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

Draft

**OPERATIONS
COMMITTEE MEETING MINUTES**

August 27, 2020

MEMBERS PRESENT	MEMBERS ABSENT	PUBLIC (cont.)	COMM STAFF/ CONSULTANTS
Joseph Green, <i>Co-Chair</i>	Danielle Campbell, MPH	Kevin Donnelly	Cheryl Barrit, MPIA
Juan Preciado, <i>Co-Chair</i>	Kayla Walker-Heltzel, MPH (<i>Alt.</i>)	Joaquin Gutierrez, Jr.	Dawn McClendon
Miguel Alvarez (<i>Alt.</i>)		Damontae Hack	Carolyn Echols-Watson, MPA
Michele Daniels	PUBLIC	Katja Nelson, MPP	Jane Nachazel
Bridget Gordon	Kenneth Azurdia	Adam Reyes	
Carlos Moreno	Alasdair Burton	Carlos Sandoval	DHSP STAFF
	Frankie Darling-Palacios	Alejandro Vicencio	None
	Carlos Delira-Zepeda	Victor	
	Kiana Dobson, MPH		

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

CONTENTS OF COMMITTEE PACKET

- 1) **Cover Page:** Operations Committee Virtual Meeting, 8/27/2020
- 2) **Agenda:** Operations Committee Meeting Agenda, 8/27/2020
- 3) **Code:** Code of Conduct, 4/11/2019
- 4) **Minutes:** Operations Committee Meeting Minutes, 7/23/2020
- 5) **Pamphlet:** Rosenberg's Rules of Order, *Revised 2011*
- 6) **List:** Alternatives to Robert's Rules of Order, 2020
- 7) **Policy/Procedure:** #08:2301: (Revised) Voting Procedures, *Approved 9/12/2019*
- 8) **Table:** Los Angeles County Commission on HIV 2020 Work Plan (WP), Operations Committee, *Adopted 7/21/2020*
- 9) **Table:** Virtual Training Schedule for Commissioners and Community Members, 8/2020
- 10) **Roster:** 2020 Membership Roster, *Updated 8/24/2020*
- 11) **Membership Application:** Paul Nash, PhD, CPsychol, AFBPsS FHEA, 8/4/2020
- 12) **Membership Application:** Stephanie Cipres, MPH, 7/28/2020
- 13) **Fact Sheet:** Los Angeles County Fact Sheet, Commission on HIV, 2020
- 14) **Fact Sheet:** Hoja de Datos del Condado de Los Angeles, Comisión del VIH, 2020
- 15) **Flyers (4):** Trans is beautiful; Transform; Women; When Women Lead, 2020
- 16) **Guide:** Mentorship Program Guide, 7/31/2019
- 17) **Pamphlet:** Skills for Successful Mentoring: Competencies of Outstanding Mentors and Mentees, 2003
- 18) **Recommendations:** Highlights of Black/African American Community (BAAC) Task Force Recommendations, 2/27/2020

CALL TO ORDER-INTRODUCTIONS-CONFLICTS OF INTEREST: Messrs. Green and Preciado opened the meeting at 10:01 am. Mr. Green provided an overview of Commission structure and charge, especially regarding consumers, to welcome new attendees.

I. ADMINISTRATIVE MATTERS

1. APPROVAL OF AGENDA

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

2. APPROVAL OF MEETING MINUTES

MOTION #2: Approve the 7/23/2020 Operations Committee Meeting Minutes, as presented (*Passed by Consensus*).

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

- Mr. Green requested updates on the Commission website and HIV Connect, e.g., how many people visit and how site traffic compares with websites run by other Planning Councils.
- ➡ Ms. Barrit will follow-up with the Board of Supervisors (Board) Information Resource Management team on site traffic. She will not have access to data from other Planning Councils, but can provide metrics on comparison to industry standards.

IV. REPORTS

5. EXECUTIVE DIRECTOR/STAFF REPORT: Ms. Barrit felt the breadth of attendees was beautiful and heartwarming. We come to these spaces as we are and are accepted. She noted the difficulty in balancing family, work, and life so thanked all for attending.

A. Meeting Management Policies and Practices

- Ms. Barrit followed-up on this topic which was raised during the July Committee meeting and by the community in general. At the July meeting, she was asked to research meeting procedures other than *Robert's Rules of Order*.
- She clarified the often misunderstood distinction between *Robert's Rules of Order* and the Brown Act. The latter is a type of legislation common across the United States (US) often referred to as "sunshine" or "transparency" laws. The basic premise of such laws is that elected and appointed officials report to the electorate so proceedings must remain open. The California version, passed in 1953, is named the Ralph M. Brown Act after its author. It applies to California city and county agencies, boards, and councils. Comparable legislation for state agencies is the Begley-Keene Act.
- All Los Angeles County (LAC) commissions must follow the Brown Act. *Robert's Rules of Order* is a form of parliamentary procedure that is considered a best practice and used by most government agencies. US Army officer Henry Martyn Roberts adapted rules and practices of Congress to the needs of non-legislative bodies, initially to improve meetings of his local church. It was first published in 1876 and has been revised several times since.
- *Rosenberg's Rules of Order* generally follows the same pattern, but lifts out elements intended for smaller bodies of five to ten members and 10 to 15 members of the public in attendance for a simplified option. It was in the packet for review along with a list of other alternatives, many of which focus on consensus-building.
- The Commission Bylaws specify use of *Robert's Rules of Order* so would need to be revised if the Operations Committee wished to use other options. The Commission also generally follows the Board which uses *Robert's Rules of Order*, however, the (Revised) Voting Procedures, Policy/Procedure #08.2301, approved 9/12/2019, provides some flexibility.
- Ms. Barrit suggested the body review the materials and then ask what is the root issue with *Robert's Rules of Order*.
- Frankie Darling-Palacios suggested *Rosenberg's Rules of Order* might be helpful for smaller meetings like Caucuses while retaining *Robert's Rules of Order* for the large meetings. Ms. Barrit replied the Commission now uses *Robert's Rules of Order* for all its formal meetings - the Commission and each of the five Committees. Caucuses are not covered by the Brown Act and are now managed informally. It may be preferable to retain that more flexible approach.
- Mr. Green said the question was raised initially because some feel *Robert's Rules of Order* foster institutional racism through being exclusionary. The root issue for review is to ensure the Commission's process is not excluding people. Any feedback from the community is welcome, e.g., that *Robert's Rules of Order* discourages engagement.
- Ms. Barrit added that community organization meetings often use consensus-building to ensure that no one feels left out. As a government agency, however, the Commission does have to follow some requirements.
- Mr. Green added the Commission includes its Code of Conduct in each packet. It calls all attendees to be respectful.
- ➡ Ms. Barrit will forward a copy of the *Robert's Rules of Order* to Ms. Daniels.
- ➡ Forward suggestions on incorporation of alternative meeting practices to staff.

6. CO-CHAIR REPORT

A. Work Plan Review/Updates

- Mr. Green called attention to the Work Plan in the packet. It is reviewed annually to ensure appropriate priorities. All ongoing Commission bodies have similar Work Plans to identify their priorities and coordinate work across bodies.
- Work on the Black/African American Community (BAAC) Task Force continues. Its next meeting on 9/28/2020 will address guidance for committees and caucuses to incorporate its recommendations in planning activities. Like other Commission bodies, it was on hiatus until recently due to COVID-19. It planned to review its structure on 9/28/2020.
- Mr. Green noted the second item, Consumer-Centered Leadership Development and Training. One-third of Commissioners are required to be Unaffiliated Consumers (UCs), i.e., PLWH who access Ryan White services. Leadership development and training is needed to ensure that consumers can participate fully in the body.
- The third priority is related - Outreach, Engagement, and Recruitment Strategies, Specifically for Youth and UCs.
- ➡ Ms. Barrit will report back on BAAC Task Force guidance for incorporating its recommendation in October.
- ➡ Ms. McClendon will include Mr. Hack in BAAC Task Force update emails after its 9/28/2020 restructuring meeting.

B. National Ryan White Conference

- The 2020 National Ryan White Conference on HIV Care and Treatment was 8/11-14/2020. The virtual conference offered 2,000 scholarships for PLWH making attendance widely available.
- Mr. Green's first takeaway was that PLWH need to step up. Not enough - across all demographics - were participating.
- Second, he felt overall Quality Management (QM) was lacking, i.e., while there may be QM in a particular agency, the coordination among DHSP, the Commission, and the consumer was lacking.
- The Conference offered a variety of tracks. He followed a community engagement track that addressed, e.g., generational differences pertaining to Youth/Young Adults. He did find that track used a higher level focus versus the more practical approach he would have preferred, e.g., assessment of specific interventions that might be adopted.
- He reviewed a PowerPoint from the last day of the Conference, "Get Involved: Engaging Youth/Young Adults in Planning Council/Planning Body Activities." It highlights strategies to engage and retain members.
- He recommended QM presentations and others of interest from the Conference on the <https://targetHIV.org> website.
- ➡ Ms. McClendon put the link to the reviewed Conference PowerPoint in the Chat box and will email it to attendees.

C. **Training Schedule:** The 2020 virtual schedule was in the packet. It opens with a Commission Overview on 9/2/2020. Trainings are open to everyone and offer a free opportunity to learn more about the Commission.

D. Caucus Cross-Collaborations

- Mr. Green strongly supported more caucus cross-collaboration. The Commission has had a Consumer Caucus for years representing all consumers as well as Causes and Task Forces for specific populations, e.g., the Transgender Caucus and Aging Task Force. There has not, however, been strong collaboration among these bodies.
- He was glad Frankie Darling-Palacios, Co-Chair, Transgender Caucus, could join today. This week's Transgender Caucus meeting discussed a California Assembly Bill pertaining to Uber and Lyft. He had not considered the connection to transportation for consumers before. Ms. Barrit had suggested it might be appropriate for the Public Policy Committee to weigh in on the bill and, today, that Committee's Co-Chair, Ms. Nelson, was here as was Mr. Moreno, Co-Chair, Consumer Caucus. Collaboration can power effective action as it has in the past to develop Oral Health and nutrition.

7. MEMBERSHIP MANAGEMENT REPORT

A. **2020 Membership Renewal Slate - UPDATE:** The Roster, updated 8/24/2020, was in the packet for review. Messrs. Green and Preciado encouraged attendees to pay particular attention to the 16 remaining vacancies for themselves or referrals.

B. **New Member Applications:** Ms. McClendon noted candidate applications approved today will be forwarded to today's Executive Committee for approval. Assuming the Executive Committee approves them, they will be forwarded to the 9/10/2020 Commission on HIV Meeting for final approval before being forwarded to the Board for appointment.

(i) Paul Nash, PhD, CPsychol, AFBPs FHEA

- Dr. Nash is an Associate Professor in gerontology at the University of Southern California (USC). The emerging HIV epidemic is disproportionately among Youth/Young Adults and People of Color, but half of those living with HIV now are aged 50 or over. Dr. Nash can provide valuable insights regarding that population.
- Both Dr. Nash and Ms. Cipres were interviewed by Ms. Campbell, Mr. Preciado, and Mr. Green. They were each asked how they would address the other's population and both reflected strong collaborative ability.

MOTION #3: Approve New Member Applicant, Paul Nash, PhD, CPsychol, AFBPS FHEA, for HIV Stakeholder #2 seat, and elevate to Executive Committee for approval, as presented (***Passed by Consensus***).

(ii) Stephanie Cipres, MPH

- Ms. Cipres will hold the Part D Representative seat, if approved. The Health Resources and Services Administration (HRSA) requires Eligible Metropolitan Areas (EMAs) that receive Ryan White Part D funds to include a Part D seat on their Planning Councils (PCs). Part D supports services for Women, Infants, Children, and Youth (WICY).
- Ms. Cipres is from the Maternal Child and Adolescent/Adult Center (MCA) previously represented by Dr. Spencer.

MOTION #4: Approve New Member Applicant, Stephanie Cipres, MPH, for Part D Representative seat, and elevate to Executive Committee for approval, as presented (***Passed by Consensus***).

C. Seat Change: LaShonda Spencer, MD

- Dr. Spencer has left MCA for a new position at Drew CARES, Charles R. Drew University of Medicine and Science.
- ➡ Agreed to move Dr. Spencer from the Part D Representative seat to the Provider Representative #4 seat.

D. Membership Application Redesign Work Group - UPDATES

- Mr. Moreno reported he, Mr. Burton, and Mr. Alvarez have been working on redesigning the application to make it shorter, simpler, and less intimidating to potential new candidates. The work group met 8/26/2020 to present their individual revision proposals and review the application section by section.
- The work group would like more information on why original choices were made before making final revisions.
- Mr. Burton suggested adding an area for applicants to relate volunteer work such as mentoring the newly diagnosed.
- ➡ Schedule work group meeting with staff to review original intent of various sections of the application.

V. DISCUSSIONS

8. RECRUITMENT, RETENTION, AND ENGAGEMENT

A. Youth/Young Adult-Specific Outreach Strategies - DISCUSSION

- Mr. Green said three questions were developed to help inform this discussion:
 1. Why do you do what you do and what keeps you doing it?
 2. What is/are the most successful ways to bring you on board?
 3. How do we overcome the challenges that we are facing for you to participate?
- Mr. Preciado included two questions for additional perspectives:
 1. How do we bring Youth/Young Adults on board and involved in planning activities?
 2. How do we make the Commission more rich, engaging, alive, appealing, and accessible to Youth/Young Adults?
- Mr. Gutierrez, Connect to Protect Los Angeles (C2PLA) Coalition, thanked Ms. McClendon for reaching out to the C2PLA Coalition. Several members were pleased to attend. He noted many community members believe Commissioners need to be in management. He suggested messaging that participation is open to, e.g., testers and support group facilitators.
- Ms. Dobson, WeCanStopSTDsLA, asked if the Commission was seeking to engage youth in general or focusing on those already involved, e.g., peer advocates or group leaders. Mr. Preciado replied outreach includes those engaged with organizations, but also the recently diagnosed, high risk, or advocates. The goal is to reflect the local HIV epidemic.
- Victor suggested Commissioners present at Consumer Advisory Boards (CABs) to explain the work, its importance, and the opportunity it offers for leadership development. Mr. Green raised the question of presenter reflectiveness. Victor agreed that is an advantage so Mr. Green suggested training community members to present on the Commission's behalf. Mr. Gutierrez suggested a mentorship relationship, e.g., Victor might meet with a Co-Chair monthly.
- Mr. Reyes has noticed an increase in youth seeking resources during the pandemic, especially youth aged 16-24. Mentorship programming can be very helpful, especially if youth are allowed to develop their own networks.
- Mr. Green related that one Ryan White Conference meeting on generational gaps indicated "mentor" was not a youth-friendly term. One alternate suggested was collaborative partnership so that is a Mentorship Program consideration.
- Mr. Delira-Zepeda, AltaMed Health Services, agreed representative presenters are important, e.g., CAB staff represent the population served. Another important aspect is that youth see their voice is heard. Staff ensure that input from a task given to a CAB is reflected in the final result, e.g., they recently designed flyers. Due to the pandemic, social media has taken the place of traditional outreach. Texting the flyer to people new to the program to distribute expands that. Most traffic comes from their Instagram page, but they are also using Tik Tok more. They try to keep the tone light.

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- Mr. Gutierrez noted the ability to use social media is a privilege not available to all agencies. He recommended the Commission initiate a conversation on revising provider contracts to allow broader use of social media. Restrictions are a barrier to program recruitment and retention as 80% to 90% of Youth/Young Adults connect through social media.
- Mr. Green asked about the intimidation factor once the Commission returns to in-person meetings. Mr. Delira-Zepeda suggested a less formal site, but not setting up round tables at the back of St. Anne's Conference Center would help.
- Mr. Gutierrez suggested Commissioners regularly attend community social media events such as art shows, drag shows, or authors discussing their work. Some are hosted by staff; others are community-generated. Commissioners who show up and talk about who they are and their personal experience with the Commission builds a relationship.
- Mr. Preciado asked about incentives. Mr. Gutierrez said staff providing services appreciate career development opportunities and monetary incentives. Youth appreciate a range of incentives. Mr. Reyes' agency was currently hosting an intervention addressing HIV prevention, substance abuse, mental health, and stigma. Participants receive \$30 per session and \$20 for each of two follow-ups. Three more sessions were: 8/28/2020, 9/11/2020, 9/25/2020.
- Mr. Green asked if any agencies were providing technology, e.g., if a client lacked a smart phone to connect with events like CABs. Ms. Gordon urged elevating the topic Commission-wide to address making all meetings accessible, especially for consumers. Ms. Barrit added the consumer survey reflected a variance in accessibility due to speed, not just equipment. Ms. Gordon continued the broader issue might be free broadband countywide.
- Mr. Alvarez noted he was often the only person at a meeting who was a UC under 30. He was glad the Commission was addressing social media, but there was little physical outreach when it was possible.
- He also called attention to the tone of the discussion which tends to treat those aged 18-29 as kids rather than the adults that they are. That tone is long-standing and underlines that many on the Commission are professionals.
- Ms. McClendon has served as Commission staff since 2008 and the Commission has been challenged in bringing Youth/Young Adults to the table that entire time. She asked for feasible suggestions to do better including in recruiting Commissioners to engage in the effort. Staff cannot do it alone.
- Mr. Alvarez felt the best incentive for Youth/Young Adults is monetary. It is easier to recruit provider staff to the Commission, which requires free labor, as providers already pay them. Not everyone can, or is willing to, work for free.
- It is also important to put Youth/Young Adults forward to lead in outreach and messaging. Youth/Young Adult applications that do come in should be prioritized. He personally knew someone who has sent in an application.
- Mr. Moreno appreciated the emphasis on prevention, but the Commission is also here to serve and honor PLWH. He was now 30 and has lived with HIV for 11 years. He got involved with the Commission around 25 because - inside or outside the Commission - this affects his life. He has been with the Commission through four jobs and unemployment. Some 90% of PLWH never talk about it due to stigma. Often PLWH do not receive community awards and praise or, if they do, it is because they are exploiting their own trauma. It is important to message, "This directly affects your care."
- Mr. Reyes, 23, said when first diagnosed he was experiencing family violence and loss of housing. While he does not agree with "free labor" and supports incentives, without this work and the support he has received through it he would not have had the stability he needed to survive. So many transgender persons lack that support.
- Mr. Hack, 22, was diagnosed with HIV last year. He did not know how to communicate with anyone about any of it at first and still is developing a comfort level. He does not see as many people like him who are young, Black, gay males. He does not know how to reach out to the younger Black people in his community dealing with this. Social media tends to send the message that it's always going to be the same. He suggested the arts including graphics and dance can reach people, e.g., he is a model. Many things are laid on young people affecting their lives such as Black Lives Matter. He felt people do want to deal with HIV, but need a comfort level to say that this is part of their truth now. In particular there is a need for more Black and Brown Youth/Young Adult leaders so people can see leaders who look like them.
- Mr. Gutierrez urged not forgetting messaging to middle and high school aged youth. The California Healthy Youth Act requires they receive information so collaboration with the Los Angeles Unified School District (LAUSD) Student Board could link the Commission with already engaged students who might be interested in other types of work. The Department of Public Health (DPH) also has a Youth Advisory Council with representatives from each Service Planning (SPA). These offer opportunities to empower youth and encourage them towards public health careers and leadership.
- Mr. Burton began with support groups to learn as much as he could and eventually moved into CABs and clinical trials. On incentives, he felt the most committed people did this out of passion to serve their community and themselves.
- Mr. Preciado concluded with emphasizing this is an ongoing discussion. Continued feedback is invited.
- ➡ Mr. Reyes will forward his agency's session information to Ms. McClendon for distribution.
- ➡ Refer consumer connectivity issue, including on access to all Commission body meetings, to Executive Committee.

- The California Office of AIDS (OA) was offering technology grants of about \$3,000 to providers to offer technology to clients or to enhance provider technology. Mr. Gutierrez will forward information to staff for distribution.
- Mr. Green will elevate the discussion on provider permission to use more social media to the Executive Committee.
- Ms. McClendon will follow-up to facilitate an interview for the applicant referenced by Mr. Alvarez.
- Mr. Gutierrez will put contact information for the LAUSD Student Body and DPH Youth Advisory Council in the chat for Frankie Darling-Palacios follow-up. The contact for the latter is Lizbeth Becerra, lbecerra@ph.lacounty.gov.
- Ms. McClendon will renew the effort to schedule a LAUSD presenter. A previous effort had scheduling conflicts. A potential speaker is Dr. Lorena Franco, afranco@lausd.net.
- Ms. McClendon will compile a list of suggestions based on today's discussion.
- Suggestions on improving future Youth/Young Adult epidemic meetings were invited, e.g., day, time, or other factors.

B. Outreach and Marketing Materials Review of Social Media Concepts: There was no additional discussion.

C. Outreach Efforts and Strategies Amid a New Virtual Normal: There was no additional discussion.

9. MENTORSHIP PROGRAM IMPLEMENTATION

A. Reassess Implementation Strategy in COVID-19 Environment

- Mr. Green reported implementation was planned after everyone from the new slate is seated. Half have been approved, but half were pending because the Board was only taking emergency items this month.
- A letter will go out to request Commissioners respond if they are interested in being a mentor. Frankie Darling-Palacios urged identifying responsibilities in the letter. She had a mentor when she started, but never heard from the person.
- Agendize discussion of potential name change from "mentorship."
- Forward Mentorship Program to youth organizations to request their review and feedback.

B. Plan for Possible Pairing

- Ms. McClendon will follow-up with Co-Chairs to determine whether the invitation letter will ask for pairing suggestions.

10. BLACK/AFRICAN AMERICAN COMMUNITY (BAAC) TASK FORCE RECOMMENDATIONS

- The next meeting will be 9/28/2020, 1:00 to 3:00 pm, and will focus on recommendations to the various Committees.
- The Task Force has defined its membership as anyone reflective of the African American Diaspora.

VI. NEXT STEPS

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

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

VII. ANNOUNCEMENTS

13. OPPORTUNITY FOR PUBLIC AND COMMITTEE TO MAKE ANNOUNCEMENTS

- Mr. Alvarez noted the three transgender persons assaulted in Hollywood the prior week and urged prosecution.
- For more information about Drag Boot Camp, contact Mr. Reyes at adam.reyes@twlmp.org.
- Ms. Barrit reported the transgender assault issue was on the Executive Committee agenda to take some form of action.

VIII. ADJOURNMENT

14. ADJOURNMENT: The meeting adjourned at 12:12 pm.

	B	C	D	E	F	G	H
1							
2	Planning Council/Planning Body Reflectiveness (Updated 9.16.20)						
3	Race/Ethnicity	Living with HIV/AIDS in EMA/TGA*		Total Members of the PC/PB		Non- Aligned Consumers on PC/PB	
4		Number	Percentage**	Number	Percentage**	Number	Percentage**
5	White, not Hispanic	13,965	27.50%	10	24.39%	3	25.00%
6	Black, not Hispanic	10,155	20.00%	12	29.27%	5	41.67%
7	Hispanic	22,766	44.84%	16	39.02%	3	25.00%
8	Asian/Pacific Islander	1,886	3.71%	3	7.32%	0	0.00%
9	American Indian/Alaska Native	300	0.59%	0	0.00%	0	0.00%
10	Multi-Race	1,705	3.36%	0	0.00%	1	8.33%
11	Other/Not Specified	0	0.00%	0	0.00%	0	0.00%
12	Total	50,777	100%	41	100%	12	100%
13							
14	Gender	Number	Percentage**	Number	Percentage**	Number	Percentage**
15	Male	44,292	87.23%	28	68.29%	9	75.00%
16	Female	5,631	11.09%	12	29.27%	3	25.00%
17	Transgender	854	1.68%	1	2.44%	0	0.00%
18	Unknown	0	0.00%	0	0.00%	0	0.00%
19	Total	50,777	100%	41	100%	12	100%
20							
21	Age	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%	1	2.44%	1	8.33%
24	30-39 years	9,943	19.58%	17	41.46%	4	33.33%
25	40-49 years	11,723	23.09%	9	21.95%	2	16.67%
26	50-59 years	15,601	30.72%	8	19.51%	4	33.33%
27	60+ years	8,973	17.67%	6	14.63%	1	8.33%
28	Other	0	0.00%	0	0.00%	0	0.00%
29	Total	50,777	99.99%	41	99.99%	12	99.99%
30	* data includes persons diagnosed with an HIV infection through 2018 and living in LAC at year-end 2019, based on the most recent residence						
31	** Percentages may not equal 100% due to rounding						
32							



POLICY/PROCEDURE #09.7201	Compensation for Unaffiliated Consumer Commission Members	Page 1 of 6
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ADOPTED 4/12/12
Draft Updates 9/15/20

SUBJECT: Payment of compensation and reimbursements to the Commission’s unaffiliated consumer members.

PURPOSE: To stipulate the requirements, processes and procedures for providing stipends and reimbursements to the Commission’s unaffiliated consumer members.

BACKGROUND:

- Active, full and engaged membership on the Commission requires a commitment of time, energy and resources. Ryan White legislation requires that no fewer than 33% of the members of a Ryan White Part A planning council (the Commission is Los Angeles County’s Ryan White Part A planning council) must be “unaligned (unaffiliated) consumers.”
- Both Ryan White legislation and guidance from the Health Resources and Services Administration (HRSA) acknowledge that planning council membership can be particularly challenging for unaffiliated consumers: “One of the greatest obstacles to PLWHA involvement in planning councils is the financial cost of participation. Costs of attending planning council meetings may involve transportation, child or partner care, and meals. Additional expenses may include sending and receiving faxes, making telephone calls, preparing materials, and accessing the Internet. These expenses can present a problem for PLWHA on disability or with very limited incomes, and for PLWHA who do not have jobs that provide them access to office equipment and supplies.” (*Ryan White HIV/AIDS Program Part A Manual, VI. Planning Council Operations, 4. PLWHA/Consumer Participation, C. Ensuring PLWHA Participation, Maintenance of PLWHA Involvement, Financial Support*)
- HRSA guidance indicates that “Financial support for PLWHA involvement needs to be addressed with respect to several different categories of issues:
 - ⇒ What kinds of Ryan White or other funds are available for use in providing financial support for activities related to PLWHA involvement?
 - ⇒ What kinds of expenses can be covered for PLWHA within legislative requirements regarding ‘reasonable costs?’ and
 - ⇒ What allowable expenses need to be covered in order to ensure strong PLWHA participation in the planning council?” (*Ibid.*)

Policy/Procedure #09.7201: Compensation for Unaffiliated Consumer Commission Members

Adopted: April 12, 2012; Draft Updates 9.15.20

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- HRSA guidance further stipulates that “Under Part A grants, funds are available not only for administrative costs but also for Planning Council Support. Ryan White funds can be used to cover actual expenses for PLWHA such as child care, transportation, or other meeting-related costs. Ryan White funds cannot be used to provide cash payments such as stipends or honoraria.” (*Ibid.*)
- Los Angeles County Code 3.29.080 (Compensation) includes the following provisions: “Corresponding with Ryan White legislation and HRSA guidelines, members of the Commission may also be reimburse for local travel and mileage, meals associated with Commission business, child care during Commission activities, and computer-related expenses if those costs were incurred in the performance of commission-related duties. The Commission may, rather than reimburse for those expenses, make arrangements to provide services directly to members or obtain alternate funding for member stipends. . . . The Commission and the executive director will establish and implement procedures for eligibility and utilization of the foregoing described requirements.”
- Section 5 (Commission Member Compensation) in Article VI (Resources) of the Commission’s Bylaws (*Policy/Procedure #06.1000: Bylaws of the Los Angeles County Commission on HIV*) states “In accordance with Los Angeles County Code 3.29.080 (Compensation), Ryan White Part A planning council requirements, and/or other relevant grant restrictions, Commission members may be compensated for travel or other allowable expenses contingent upon the development policies and procedures governing Commission member compensation practices.”

POLICY:

- 1) **Compensation:** Commission member compensation comes in two forms—stipends and reimbursements. Stipends are intended to compensate eligible members for the work they do as a member of the Los Angeles County Commission on HIV and to defray intangible costs incurred in the performance of that role. Reimbursements are intended to re-pay members for expenses they have incurred fulfilling their responsibilities as members of the Commission on HIV.
- 2) **Stipends:** Payment of stipends is limited to “unaffiliated” consumer members who are serving as the Commission’s 17 designated unaffiliated consumer members, and their alternates, or for unaffiliated consumer members who are serving as Commission members/alternates in other membership seats/capacities by consent of the Co-Chairs and the Executive Director.
 - a. Community members of the Commission are not entitled to stipends, nor are
 - b. other Commission members who are not unaffiliated consumers.

Policy/Procedure #09.7201: Compensation for Unaffiliated Consumer Commission Members

Adopted: April 12, 2012; Draft Updates 9.15.20

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- 3) **Stipend Requirements:** Eligible stipend recipients must meet attendance requirements, as detailed in Procedures #4 and #5, and must fulfill training requirements and member expectations, as detailed in Procedure #6. Eligible stipend recipients must complete a monthly "Stipend Claim Form," which must be subsequently approved by the Executive Director. Stipend payments are made quarterly.
- 4) **Reimbursements:** In accordance with Policy/Procedure #08.3303 (*Reimbursable Commission Expenses*), reimbursements are allowable re-payment of personal funds that Commission members have expended in the course of performing or fulfilling Commission responsibilities. The Commission's unaffiliated consumer members are entitled to claim all types of allowable reimbursements.
- 5) **Payment Sources:** Stipends and certain reimbursements are funded by Los Angeles County Net County Costs (NCC) or other non-Ryan White funds, as appropriate. Ryan White funds can be used for most reimbursements, unless not allowable by Ryan White legislation or HRSA guidance.

PROCEDURE(S):

1. **Monthly Stipends:** Eligible recipients of stipends may receive them monthly if they fulfill the respective stipend requirements as outlined in Procedures #4 - #6. Eligible stipend recipients may decline their stipends at any time for any period.
2. **Stipend Eligibility:** Commissioners and alternates who are unaffiliated consumer members are eligible to receive stipends. Commissioners and alternates who are not unaffiliated consumers and community members of the Commission are not eligible for stipends.
 - a) Commissioners and alternates in the 17 designated unaffiliated consumer seats are automatically entitled to earn stipends.
 - b) The Co-Chairs and the Executive Director must approve the payment of stipends to unaffiliated consumers who serve as Commission members in other membership seats that are not designated for unaffiliated consumers.
3. **Stipend Rates:** Eligible Commissioners may earn a \$150.00 stipend every month that they fulfill their respective stipend requirements. Eligible Alternates may earn a \$100.00 monthly stipend if they fulfill the stipend requirements. Alternates who fill a Commissioner's role and meet the requirements for any month in which the Commissioner is incapacitated, or for a seat in a month in which there is no sitting Commissioner, may earn a \$150.00 monthly stipend.
 - a) Prorated amounts based on partial fulfillment of stipend requirements are not permitted.

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- 4. Commissioner Stipend Requirements:** In order to qualify for a monthly stipend, a Commissioner must attend 70% of the regularly scheduled meetings in which they are responsible for participating, including the Commission meeting, any committees to which they have been assigned, and the Consumer Caucus. Attendance for more than 75% of the meeting is necessary to qualify it as attendance.
- 5. Alternate Stipend Requirements:** In order to qualify for a monthly stipend, an Alternate must attend 70% of the regularly scheduled meetings in which they are responsible for participating, including any committees in which the Alternate has taken a secondary assignment, the Consumer Caucus and any Commission/committee meetings that the Commissioner for whom they are serving as an Alternate cannot attend. Attendance for more than 75% of the meeting is necessary to qualify it as attendance.
- 6. Additional Stipend Requirements:** In addition to the attendance requirements outlined in Procedures #4 and #5, Commissioners and Alternates must fulfill all respective training requirements, and must fulfill their duties as outlined in Policies/Procedures #07.3002, #07.3003, #07.1002 (*Duty Statements for the unaffiliated seats and Alternate*) or any other respective duty statement. Commissioners and Alternates must also comply with membership requirements, as outlined in relevant Policies/Procedures #08.3000 (*Membership*).
- 7. Stipend Claim Form:** All stipend recipients must complete the "Stipend Claim Form" (Attachment A) for each month in which the recipient expects to earn a stipend. Stipend Claim Forms submitted more than three months after the month(s) for which they are claimed will not be approved, unless previously authorized by the Executive Director.
- 8. Executive Director Approval:** All Stipend Claim Forms must be approved by the Executive Director before the payment of the stipend. The Executive Director determines the resolution of any discrepancies between the recipient's claim and the stipend requirements.

 - a) The Committee Assignment List included in the monthly Commission meeting materials is the final determinant of committee assignments, unless changes have been made and noted in the interim between Commission meetings.
 - b) If a submitted Stipend Claim Form is not approved by the Executive Director, the Executive Director must indicate in writing on the form why it has not been approved, and a copy of the form is returned to the Commission member.
 - c) If a form is not approved by the Executive Director for non-attendance reasons, those issues will be forwarded to the Operations Committee for follow-up review and action.
- 9. Stipend Payments:** Stipends will be paid to eligible Commissioners/Alternates in aggregate quarterly amounts on calendar quarters. Stipends are paid in accordance with relevant Los Angeles County rules, requirements and procedures.

 - a) Stipends can be paid in the form of currency or store vouchers, at the choice of the recipient.

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- 10. Reimbursements:** Reimbursements are allowable re-payment of funds expended in the course of performing or fulfilling duties as a member of the Commission. In accordance with Policy/Procedure #08.3303 (*Reimbursable Commission Expenses*), the Commission's unaffiliated consumer members are eligible for all available reimbursements.
 - a) Unaffiliated consumers are eligible for all types of reimbursements without prior consent from the Executive Director, unless the procedure specifically requires prior authorization from the Executive Director.
 - b) Reimbursement claims are still subject to the Executive Director's approval to ensure they were incurred in the conduct of Commission business, are necessary and are reasonable.
- 11. Payment Sources:** As detailed in Policy/Procedure #08.3303 (*Reimbursable Commission Expenses*), Ryan White funds can be used for reimbursement for some allowable expenditures, but cannot be used for stipends (*"Ryan White funds cannot be used to provide cash payments such as stipends..."*). Stipends and reimbursements that are not allowed by the Ryan White Program are funded by Los Angeles County Net County Costs (NCC) or other non-Ryan White funds, as appropriate.

DEFINITIONS:

- **Approve/Approval:** in the context of this policy/procedure, when the Executive Director agrees to the payment of a reimbursement.
- **Authorize/Authorization:** in the context of this policy/procedure, the Executive Director's prior consent that an expenditure is eligible for reimbursement, provided it complies with the conditions as outlined in the foregoing procedures.
- **Bylaws:** Policy/Procedure #06.1000 (*Bylaws of the Los Angeles County Commission on HIV*), the Commission's governing operational procedures and practices.
- **Commission Members:** The term used to refer to all stakeholders formally affiliated with the Commission: Commissioners, Alternates, community representatives, approved representatives and staff. In the context of this policy, "Commission members" does not refer to staff.
- **"Eligible":** in the context of this policy/procedure, when a Commission member qualifies for a particular type of reimbursement, or when an expenditure can be claimed for reimbursement.
- **Executive Director:** The Commission's lead staff member, who manages Commission staff and operations.
- **Health Resources and Services Administration (HRSA):** Health Resources and Services Administration, the federal agency that administers and governs the Ryan White Program nationally.

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- **Los Angeles County Code (3.29):** the legal provisions establishing the Commission and governing its operations.
- **Net County Costs (NCC):** Los Angeles County general funds, not federally supported.
- **Planning Council:** In Ryan White Part A-funded jurisdictions, the planning council is responsible for various planning and evaluation functions of the local Ryan White Part A system of care; the Commission on HIV is the local Ryan White Part A planning council for Los Angeles County.
- **“PLWHA”:** People Living with HIV/AIDS.
- **Unaffiliated Consumers:** same as “unaligned consumer”; see below.
- **Unaligned Consumers:** by HRSA definition and consistent with Commission Policy/Procedure #08.3107 (*Consumer Definitions and Related Rules and Requirements*), a Commission member is unaligned if he/she receives services from a Part A-funded provider and is not affiliated as an “officer, employee or consultant” of any Part A-funded agency.

**NOTED AND
APPROVED:**



Original Approval: 4/12/2012

**EFFECTIVE
DATE:**

April 12, 2012

Revision(s): Updated 9/15/20



**LOS ANGELES COUNTY COMMISSION ON HIV 2020 WORK PLAN (WP)
OPERATIONS COMMITTEE**

DRAFT FOR 9.24.20 OPS MEETING: UPDATES IN YELLOW HIGHLIGHTS

Committee/Subgroup Name: Operations Committee			Co-Chairs: Juan Preciado & Joe Green	
Committee Adoption Date: 7/21/20			Revision Dates: 2/26/20,6/18/20; 7/21/20	
<p>Purpose of Work Plan: To focus and prioritize key activities for COH Committees and subgroups for 2020.</p> <p>Prioritization Criteria: Select activities that 1) represent the core functions of the COH and Committee; 2) advance the goals of the Comprehensive HIV Plan and Los Angeles County HIV/AIDS Strategy; and 3) align with COH staff and member capacities and time commitment.</p> <p>Legend: H=high; M=medium; L=low</p>				
#	TASK/ACTIVITY	DESCRIPTION	TARGET COMPLETION DATE	STATUS/NOTES/OTHER COMMITTEES INVOLVED
H	Black African American Community (BAAC) Task Force Recommendations	Incorporate BAAC Task Force recommendations in Operations Committee planning and activities	Ongoing	<p>Committee selected four (4) recommendations to oversee and work towards incorporating in its planning activities; see BAAC highlights doc.</p> <p>Committee, at its June 2020 meeting, requested that the BAAC TF provide guidelines in how the recommendations should be integrated or addressed from an Operations Committee lens; pending BAAC TF response.</p> <p>BAAC TF is in receipt of the Committee's request for instructions/guidance and next steps will be forthcoming by the task force.</p>



LOS ANGELES COUNTY COMMISSION ON HIV 2020 WORK PLAN (WP) OPERATIONS COMMITTEE

DRAFT FOR 9.24.20 OPS MEETING: UPDATES IN YELLOW HIGHLIGHTS

H	Consumer-Centered leadership development and training	<p>Specific trainings requested by Consumer Caucus include:</p> <ul style="list-style-type: none"> • Co-chair facilitation vs. leading discussions/conversations • Public speaking training/elevator speeches/presentation skills • Structural change • Purpose of consumer caucus • Reproductive justice (including bodily autonomy, sexual health, pronoun conversation) • Legal/HIV criminalization • Trauma Informed Care: how to make sure people around the table are safe/not living in terror • Health DATA Training • Quality Improvement Program 	Ongoing	<p>2020 Member Training Schedule released; see schedule</p> <p>See letter from Consumer Caucus re: leadership.</p>
H	Outreach, Engagement and Recruitment Strategies, Specifically Youth and Unaffiliated Consumers	<p>Develop/review outreach materials for community engagement; Determine strategies to engage and recruit community amid new virtual normal</p> <p>Develop strategies to engage youth and unaffiliated consumers.</p>	Ongoing	<p>Committee to review consultant-developed outreach flyers and other resource materials.</p> <p>Invite youth-centered program reps, i.e. C2PLA, to upcoming meeting to help develop strategies.</p> <p style="background-color: yellow;">Youth/young adult community members participated in 8.27.20 Ops meeting discuss and provided recommendations on how to best engage their community.</p>
H	Review Policies/Procedures	<p>Review and redevelop New Member Application to create a more community-friendly format</p>	July-October 2020	<p style="background-color: yellow;">Membership App Redevelopment Workgroup formed at 8.27.20 Ops meeting and is comprised of Carlos Moreno, Alasdair Burton and Miguel Alvarez. Will provide ongoing updates w/ tentative deadline for completion Dec 2020.</p>



LOS ANGELES COUNTY COMMISSION ON HIV 2020 WORK PLAN (WP) OPERATIONS COMMITTEE

DRAFT FOR 9.24.20 OPS MEETING: UPDATES IN YELLOW HIGHLIGHTS

H	Attendance Review	Review Attendance Matrix Quarterly	January, April, September, December	
H	PIR Data *Availability of PIR survey responses will determine whether PIR up to date	Ensure reflectiveness and representation data is included in monthly meeting packet. Ensure parity among Co-Chairs/Leadership	Monthly	PIR updated by DHSP; now includes 2019 data.
M	Mentorship Program Implementation	Discuss/formalize steps for implementation.	July-August 2020	Recruitment email for member participation sent out on 9.9.20.
M	Assessment of the Administrative Mechanism (AAM)	Review quarterly and request updates from DHSP on status of recommendations	Quarterly	Supp AAM report to be presented by AJ King at 9.24.20 Executive Committee



2020 MEMBERSHIP ROSTER | UPDATED 8/24/20

SEAT NO.	MEMBERSHIP SEAT	Commissioners Seated	Committee Assignment	COMMISSIONER	AFFILIATION (IF ANY)	TERM BEGIN	TERM ENDS	ALTERNATE
1	Medi-Cal representative			Vacant		July 1, 2019	June 30, 2021	
2	City of Pasadena representative	1	SBP	Erika Davies	City of Pasadena Department of Public Health	July 1, 2018	June 30, 2022	
3	City of Long Beach representative			Vacant		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	EXC PP	Aaron Fox, MPM	Los Angeles LGBT Center	July 1, 2018	June 30, 2022	
9	Part D representative	1	PP&A	LaShonda Spencer, MD	Charles Drew University	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	Carlos Moreno	Children's Hospital Los Angeles	July 1, 2019	June 30, 2021	
12	Provider representative #2	1	SBP	David Lee, MPH, LCSW	Charles Drew University	July 1, 2018	June 30, 2022	
13	Provider representative #3	1	SBP	Harold Glenn San Agustin	JWCH Institute, Inc.	July 1, 2019	June 30, 2021	
14	Provider representative #4			Vacant		July 1, 2018	June 30, 2022	
15	Provider representative #5			Vacant		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	Frankie Darling-Palacios	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			Vacant		July 1, 2018	June 30, 2022	
21	Unaffiliated consumer, SPA 3			Vacant	Unaffiliated Consumer	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			Vacant		July 1, 2019	June 30, 2021	
24	Unaffiliated consumer, SPA 6	1	PP	Pamela Coffey	Unaffiliated Consumer	July 1, 2018	June 30, 2022	Alasdair Burton (PP)
25	Unaffiliated consumer, SPA 7			Vacant		July 1, 2019	June 30, 2021	Thomas Green (SBP)
26	Unaffiliated consumer, SPA 8			Vacant		July 1, 2018	June 30, 2022	
27	Unaffiliated consumer, Supervisorial District 1			Vacant		July 1, 2019	June 30, 2021	
28	Unaffiliated consumer, Supervisorial District 2			Vacant		July 1, 2018	June 30, 2022	Nestor Rogel (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			Vacant		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			Vacant		July 1, 2018	June 30, 2022	Tony Spears
33	Unaffiliated consumer, at-large #2	1	OPS	Joseph Green	Unaffiliated Consumer	July 1, 2019	June 30, 2021	
34	Unaffiliated consumer, at-large #3	1	SBP	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	EXC PP&A	Al Ballesteros, MBA	JWCH Institute, Inc.	July 1, 2018	June 30, 2022	
37	Representative, Board Office 2			Vacant		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	SBP	Justin Valero, MA	Unaffiliated Consumer	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	PP	Lee Kochers	Unaffiliated Consumer	July 1, 2018	June 30, 2022	
43	Local health/hospital planning agency representative			Vacant		July 1, 2019	June 30, 2021	
44	HIV stakeholder representative #1	1	EXC	Grissel Granados, MSW	Children's Hospital Los Angeles	July 1, 2018	June 30, 2022	
45	HIV stakeholder representative #2			Vacant		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			Vacant		July 1, 2019	June 30, 2021	
48	HIV stakeholder representative #5	1	OPS	Danielle Campbell, MPH	UCLA/MLKCH	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			Vacant		July 1, 2018	June 30, 2022	Miguel Alvarez (OPS/SBP)
TOTAL:		33						

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

and it can be mailed, e-mailed or picked up at the office. Similarly, the application and is available online from the Commission's website at <http://hiv.lacounty.gov>. Submit your application by mailing it to or dropping it off at: 3530 Wilshire Blvd, Suite 1140, Los Angeles, CA 90010.

Applications may be emailed to hivcomm@lachiv.org. Staff will verify receipt of all applications via email. After receiving the application, staff will review it for accuracy and completeness, and contact the applicant if there are any possible errors, sections needing clarification, and/or if there are any questions that emerge from the application. Once the application has been deemed to be "complete" (either after revisions have been made, if necessary, or none are needed), staff will contact the applicants to schedule an interview with members of the Operations Committee. If you have questions or need assistance with the application, please contact the Commission office at (213) 738-2816.

PART II: MEMBERSHIP APPLICATION FORM

Section 1: Contact Information

1. Name: _____
(Please print name as you would like it to appear in communications)
 2. Organization: _____
(if applicable)
 3. Job Title: _____
 4. Mailing Address: _____
 5. City: _____ State: _____ Zip Code: _____
 6. Provide address of office and where services are provided (if different from above):
Mailing Address: _____
City: _____ State: _____ Zip Code: _____
-
7. Tel.: _____ Fax: _____
 8. Email: _____
(Most Commission communications are conducted through email)
 9. Mobile Phone #: _____
(optional)
-

My signature below indicates that 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 undersigned, 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.

Signature: _____

_____ Date

_____ Print Name

Section 2: Demographic Information

1. **Can you commit to the Commission’s minimum expectations of active participation, regular attendance and sustained involvement?** Yes No

2. **In which Supervisorial District and SPA do you work?** Check all that apply.

District 1	<input type="checkbox"/>	SPA 1	<input type="checkbox"/>	SPA 5	<input type="checkbox"/>
District 2	<input type="checkbox"/>	SPA 2	<input type="checkbox"/>	SPA 6	<input type="checkbox"/>
District 3	<input type="checkbox"/>	SPA 3	<input type="checkbox"/>	SPA 7	<input type="checkbox"/>
District 4	<input type="checkbox"/>	SPA 4	<input type="checkbox"/>	SPA 8	<input type="checkbox"/>
District 5	<input type="checkbox"/>				

3. **In which Supervisorial District and SPA do you live?**

District 1	<input type="checkbox"/>	SPA 1	<input type="checkbox"/>	SPA 5	<input type="checkbox"/>
District 2	<input type="checkbox"/>	SPA 2	<input type="checkbox"/>	SPA 6	<input type="checkbox"/>
District 3	<input type="checkbox"/>	SPA 3	<input type="checkbox"/>	SPA 7	<input type="checkbox"/>
District 4	<input type="checkbox"/>	SPA 4	<input type="checkbox"/>	SPA 8	<input type="checkbox"/>
District 5	<input type="checkbox"/>				

4. **In which Supervisorial District and SPA do you receive HIV (care or prevention) services?** Check all that apply.

District 1	<input type="checkbox"/>	SPA 1	<input type="checkbox"/>	SPA 5	<input type="checkbox"/>
District 2	<input type="checkbox"/>	SPA 2	<input type="checkbox"/>	SPA 6	<input type="checkbox"/>
District 3	<input type="checkbox"/>	SPA 3	<input type="checkbox"/>	SPA 7	<input type="checkbox"/>
District 4	<input type="checkbox"/>	SPA 4	<input type="checkbox"/>	SPA 8	<input type="checkbox"/>
District 5	<input type="checkbox"/>				

5. **Demographic Reflectiveness and Representation:**

Federal funders require that the Commission report the following demographic information annually to ensure its conformity with reflection/representation rules.

5a. **Gender:** Male Female Trans (Male to Female) Trans (Female to Male) Unknown

5b. **Race/Ethnicity:** African- American/Black,not Hispanic Hispanic
(Check all that apply)
 American Indian/Alaska Native Multi-Race
 Anglo/White, not Hispanic Other : _____
 Asian/ Pacific Islander Decline to State/Not Specified

5c. **Are you a parent/guardian/direct caregiver to a child with HIV under 19?** Yes No

6. **FOR APPLICANTS LIVING WITH HIV:**

6a. **Are you willing to publicly disclose your HIV status?** Yes* No

***DO NOT CHECK YES HERE if you do not want your HIV status known publicly. There is NO requirement that someone with HIV must disclose his/her status to the Commission or publicly.**

6b. **Age:** 13 – 19 years old 20 – 29 years old
 30 – 39 years old 40 – 49 years old 50-59 years old
 60+ years old Unknown

6c. **Are you a “consumer” (patient/client) of Ryan White Part A services?** Yes No

6d. **Are you “affiliated” with a Ryan White Part A-funded agency?** Yes No

By indicating “affiliated,” you are a: board member, employee, or consultant at the agency. A volunteer at an agency is considered an unaffiliated consumer.

Section 3: Experience/Knowledge

7. **Recommending Entities/Constituency(ies):** “Recommending Entities” are the individuals/ organizations who may have suggested or asked you to represent them on the Commission.

7a. **What organization/Who, if any/anyone, recommended you to the Commission?**

7b. **If recommended, what seat, if any, did he/she/they recommend you fill?**

8. **Please check all of the boxes that apply to you:**

- 1 I am willing to publicly disclose that I have Hepatitis B or C.
- 2 I am an HIV-negative user of HIV prevention services and who is a member of an identified high-risk, special or highly impacted population.
- 3 I am a member of a federally-recognized American Indian tribe or Native Alaskan village.
- 4 I am a behavioral or social scientist who is active in research from my respective field.
- 5 I am involved in HIV-related research in the following capacity(ies) (Check all that apply):
 - scientist, lead researcher or PI, staff member, study participant, or IRB member.
- 6 A health or hospital planning agency has recommended that I fill that seat on the Commission.
- 7 I am an HIV specialty physician or an Infectious Disease (ID) doctor with HIV- positive patients.
- 8 The agency where I am employed provides mental health services.
- 9 The agency where I am employed provides substance abuse services.
- 10 The agency where I am employed is a provider of HIV care/treatment services.
- 11 The agency where I am employed is a provider of HIV prevention services.
- 12 The agency where I am employed is provider of housing and/or homeless services.
- 13 The agency where I am employed has HIV programs funded by Federal sources (other than Ryan White).
- 14 I work for or am otherwise affiliated with a health care provider that is a Federally Qualified Health Center (FQHC) or a Community Health Clinic (CHC).
- 15 As someone who is employed as an advocate for incarcerated PWLH and/or as a PWLH who has been incarcerated in the past three years, I can represent the interests of incarcerated PWLH.
- 16 I am able to represent the interests of Ryan White Part C grantees.
- 17 I am able to represent the interests of Ryan White Part D grantees.
- 18 I am able to represent the interests of Ryan White Part F grantees given my affiliation with:
 - one of LA County’s AETC grantees/sub-grantees a HRSA SPNS grantee
 - Part F dental reimbursement provider HRSA-contracted TA vendor
- 19 As an HIV community stakeholder, I have experience and knowledge given my affiliation with:
(Check all that apply)
 - union or labor interests
 - provider of employment or training services
 - faith-based entity providing HIV services
 - organization providing harm reduction services
 - an organization engaged in HIV-related research
 - the business community
 - local elementary-/secondary-level education agency
 - youth-serving agency, or as a youth.

9. **Training Requirements:** The Commission requires all members to complete the following trainings, which can be fulfilled if the trainings were provided by other institutions. Applicants will not be penalized for no prior training, but must take it once appointed.

9a. **Have you completed an “Introduction to HIV/STI,” “HIV/STI 101,” or a related basic informational HIV/STI training before? (If so, include Certificate of Completion; if not, the Commission provides the training)** Yes No

9b. **Have you completed a Health Insurance Portability and Accountability Act (HIPAA) training before? (If so, please include Certificate of Completion; if not, the Commission will provide the training)** Yes No

9c. **Have you completed a “Protection of Human Research Subjects” training before? (If so, please include Certificate of Completion; if not, the Commission will provide the training)** Yes No

Section 4: Biographical Information

10. **Personal Statement:** The “personal statement” is a snapshot of your goals of your Commission participation, against which you can measure your effectiveness as a Commission member. This statement may be included on the Commission’s website in the member section. Provide a short (50-word maximum) statement expressing why you want to be a Commission member:

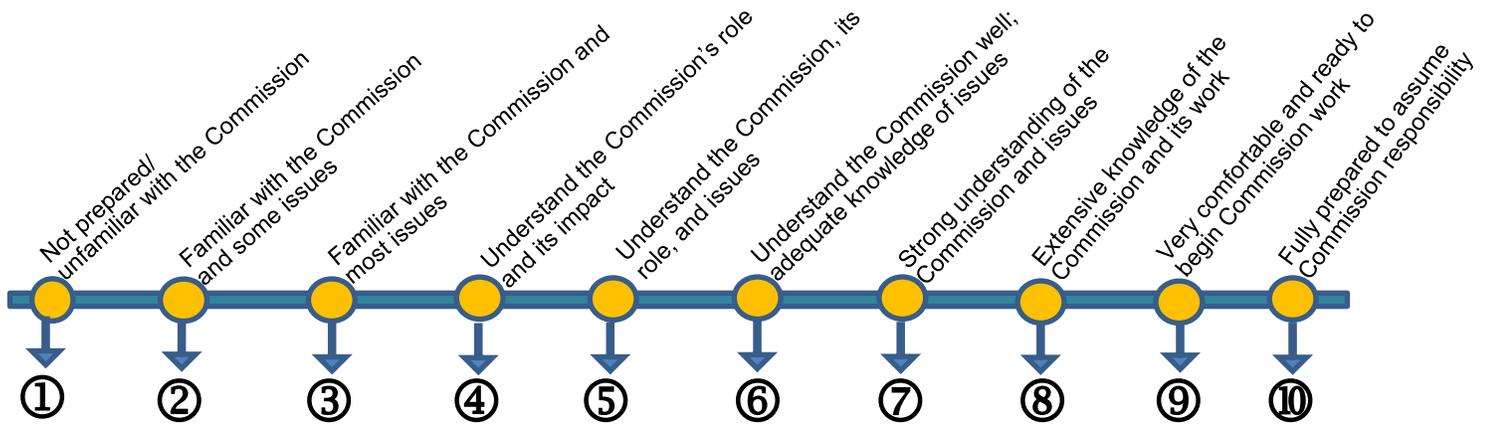
11. **Biography/Resume:** If you would like, you can indicate below that you are updating this section from your original or renewal application, or simply write a new paragraph. You may—but it is not required—attach a new/updated resume. You may continue on an additional page, if necessary. As you feel appropriate, please provide a short biography detailing your background, and how it has prepared you for service on the Commission:

12. **Additional Information:** In this section, please provide any additional information about yourself—or update information from your original or renewal application—that you feel will enhance the application review. If you choose not to include any additional information, indicate it here with “N/A”. Your additional information may continue on an additional page, if necessary:

Section 5: New Member Applicant (Only to be completed by new member applicant)

13. **How prepared do you feel you are to serve as a member of the Commission, if appointed?**

A candidate’s “preparedness” for Commission service is assessed—for this response—according to the 10-point scale located on the next page, which indicates that those who are the “least” prepared (“1” on the scale) are “not familiar” with the Commission and the issues that it reviews. The more prepared a candidate is—as indicated on the scale (moving towards “10” from “1”)—s/he should demonstrate increased familiarity with the Commission and its content, evolving into “understanding” and “comfort” with the role of the Commission and its practices, and “limited” to “extensive” knowledge about the topics it addresses. Mark the circle that represents where you feel you fall on this scale of “preparedness” (“1” is “not prepared” → “10,” “fully prepared”)



14. **Describe any personal/professional experience that you believe has prepared you to perform effectively as a member of the Commission. Continue on an additional page if necessary.**

-
15. **What do you anticipate your greatest hurdles will be acclimating to your new role on the Commission? How do you think you will overcome them? Continue on an additional page if necessary.**

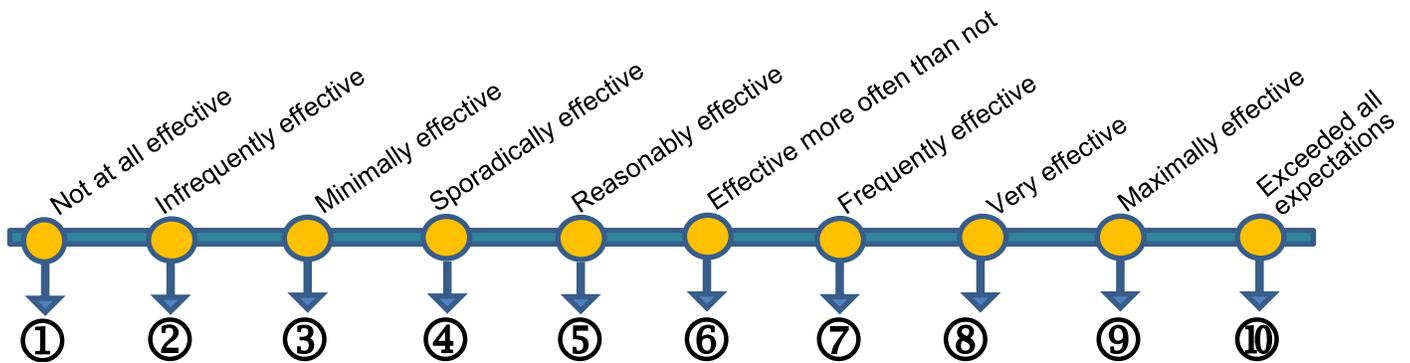
-
16. **How will your Commission membership benefit the lives of LA County residents with HIV/STDs and/or who are at high-risk of HIV-/STD-infection? Continue on an additional page if necessary.**

17. Which of your strengths do you feel will enhance your Commission performance? What skills will you need to develop further for optimal Commission performance? Continue on an additional page if necessary.

18. Candidates are also nominated to fill Alternate seats as well: if you were nominated for an Alternate seat, would you be willing to serve in that capacity? Yes No

Section 6: Renewal Applicant (Only to be completed by renewal applicant)

19. How effective do you feel you were during your most recent term on the Commission? Mark the circle that you feel is the best assessment of your Commission participation and engagement in the last term (1 is least effective → 10 is most effective)



20. Explain why you rated yourself the way you did in Question #16. Continue on an additional page, if necessary.

21. **In your last term, what would you have done differently and what would you have improved, if anything (e.g., quality, communication skills, participation)?** Continue on an additional page, if necessary..

22. **In your last term, what, if any, barriers and/or obstacles prevented you from fully carrying out your Commission responsibilities as you would have liked?** Continue on an additional page, if necessary.

23. **What can the Commission do to help improve your effectiveness and/or level of contribution/accomplishment in your next term?** Continue on an additional page, if necessary.

24. **Candidates are also nominated to fill Alternate seats as well: if you were nominated for an Alternate seat, would you be willing to serve in that capacity?**



LOS ANGELES COUNTY COMMISSION ON HIV OPERATIONS COMMITTEE

Youth/Young Adults Recommendation on Outreach, Engagement + Retention
From 8/27/20 Ops Committee Discussion

GENERAL QUESTIONS:

1. Why do you do what you do and what keeps you doing it?
2. What is/are the most successful ways to bring you on board?
3. How do we overcome the challenges that we are facing for you to participate?
4. How do we bring Youth/Young Adults on board and involved in planning activities?
5. How do we make the Commission more rich, engaging, alive, appealing, and accessible to Youth/Young Adults?

RECOMMENDATIONS:

- Incorporate a more inclusive recruitment messaging inviting community members, i.e. testers, support group facilitators, peer advocates, who are not managers and senior level staff to participate in and apply to the Commission.
- Attend and actively participate in Youth/Young Adult consumer advisory boards and other community events to share the important work the Commission is doing; this displays an authentic engagement in the community
- Provide leadership and professional career development as an incentive to better engage and recruit the community
- Create a peer-to-peer mentorship program to engage and recruit the community
- Use “collaborative partner/ship” instead of mentorship
- Initiate a conversation with DHSP on revising provider contracts to allow broader use of social media. Restrictions are a barrier to program recruitment and retention as 80% to 90% of Youth/Young Adults connect through social media.
- Conduct Commission-related meetings at less formal venues to attract community involvement
- Attentiveness to “tone” in how the Commission communicates to and with the community 18-29; treat this community as adults and not kids
- Provide monetary incentives
- Allow youth/young adults lead in outreach and messaging.
- Prioritize youth/young adult new members applications
- Don’t forget middle to high school aged youth. The California Healthy Youth Act requires they receive information so collaboration with the Los Angeles Unified School District (LAUSD) Student Board could link the Commission with already engaged students who might be interested in other types of work. The Department of Public Health (DPH) also has a Youth Advisory Council with representatives from each Service Planning (SPA). These offer opportunities to empower youth and encourage them towards public health careers and leadership.



LOS ANGELES COUNTY FACT SHEET COMMISSION ON HIV

<http://hiv.lacounty.gov>

EXECUTIVE OFFICE



BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

The Commission on HIV (COH) serves as the local planning council for the planning, allocation, coordination and delivery of HIV/AIDS and Sexually Transmitted Diseases (STD) services.



APPOINTMENT

By Board
of Supervisors.



TERM OF OFFICE*

2 years

Serve at the pleasure
of the Board.



MEMBERS

51

Nominated by the
Commission on HIV.



FORM 700

May be subject
to file.



LOS ANGELES COUNTY FACT SHEET COMMISSION ON HIV

<http://hiv.lacounty.gov>

EXECUTIVE OFFICE



BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES



QUALIFICATIONS*

Recommended entities shall forward candidates to the Commission for membership consideration.

Recommending entities and the nominating body are strongly encouraged to nominate candidates living with HIV disease or members of populations disproportionately affected by HIV/ STDs.



LOS ANGELES COUNTY FACT SHEET COMMISSION ON HIV

<http://hiv.lacounty.gov>

EXECUTIVE OFFICE



BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES



DUTIES*

The Commission on HIV is tasked with planning, allocation, coordination and delivery of HIV/AIDS and Sexually Transmitted Disease(s) (STDs) services in Los Angeles County.

Consistent with Section 2602(b)(4) (42 U.S.C. § 300ff-12) of Ryan White legislation, HRSA guidance, and requirements of the CDC HIV Planning Guidance.



LOS ANGELES COUNTY FACT SHEET COMMISSION ON HIV

<http://hiv.lacounty.gov>

EXECUTIVE OFFICE



BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES



INCENTIVES*

Gift cards or stipends, and reimbursements for mileage, transportation, childcare are available only to unaffiliated consumers.

No more than \$150 per month as determined by the Commission policy.



LOS ANGELES COUNTY FACT SHEET COMMISSION ON HIV

<http://hiv.lacounty.gov>

EXECUTIVE OFFICE



BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES



MEETINGS*

At least ten (10) times per year, plus monthly
Committee meetings.

Additional time commitment may be required.



LOS ANGELES COUNTY FACT SHEET COMMISSION ON HIV

<http://hiv.lacounty.gov>

EXECUTIVE OFFICE



BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

To view active members, vacancies and websites on Los Angeles County created commissions, please visit:

[http://bos.lacounty.gov/ Services/Commission- Services/Membership- Roster](http://bos.lacounty.gov/Services/Commission- Services/Membership- Roster)

***For more details view additional information on the following page(s).**

#1

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, September 09, 2020 1:36:56 PM
Last Modified: Wednesday, September 09, 2020 1:55:20 PM
Time Spent: 00:18:23
IP Address: 107.184.237.51

Page 1

Q1

Member Name:

Katja Nelson

Q2

Yes

Are you interested in becoming a mentor?

Q3

No

Would you like to be paired with a mentor?

Page 2:

COMMISSION MEMBER KNOWLEDGE SELF ASSESSMENT

Q4

Planning councils and why they exist in the Ryan White Part A Program

☆

Quite Well

Q5

Purpose and structure of the Los Angeles County Commission on HIV

☆

Very Well

Q6

Membership requirements of the Commission on HIV

☆

Quite Well

Q7

My role as a Board-appointed Commissioner

☆ **Very Well**

Q8

HIV prevention, care, treatment, and support services funding in LA County

☆ **Quite Well**

Q9

Health Resources Services Administration (HRSA) Ryan White Program service categories

☆ **Quite Well**

Page 3: B. Please rate how well you can currently perform each of the following skills or activities. I can:

Q10

Understand needs assessments

☆ **Neutral**

Comment(s): Need a refresher on how to conduct a needs assessment

Q11

Understand data

☆ **Quite Well**

Q12

Use Robert's Rules of Order

☆ **Neutral**

Comment(s): Need a refresher

Q13

Engage in public speaking/give presentations

☆ **Quite Well**

Q14

Engage my community



Quite Well

Q15

Serve as a role model



Neutral

Comment(s):

Neutral....that's why I want to mentor, to work on this!

Q16

Work in a group setting



Quite Well

Page 4

Q17

What is the purpose of the Ryan White HIV/AIDS Program? SELECT ONE:

To provide HIV-related care, treatment, and support services for those who may not have sufficient resources to manage their HIV

Q18

What federal agency funds the Ryan White HIV/AIDS Program? SELECT ONE:

The Health Resources and Services Administration (HRSA)

Q19

What federal agency funds HIV prevention in states and cities? SELECT ONE:

The Centers for Disease Control and Prevention (CDC)

Q20

What describes part of the role of Commissioner? SELECT ONE:

Use data to make decisions

Q21

Which of the following lists Core Medical Services for HIV, as defined by HRSA? SELECT ONE:

Primary medical care, HIV medications, and medical case management

Q22 **Transportation, legal services, and food bank**

Which of these lists only Support Services for HIV, as defined by HRSA? SELECT ONE:

Q23 **All of the above**

The role of the Commission on HIV is:

Q24 **All of the above**

Which of the following is an activity of the Commission on HIV? SELECT ONE:

Q25 **All of the above**

In order to fill an Unaffiliated Consumer seat on the Commission on HIV, one must meet which of the following? SELECT ONE:

Q26 **Division of HIV & STD Programs (DHSP)**

Who is the recipient in charge of managing the Ryan White Part A Program? SELECT ONE:

Page 5: Thank you!

Q27 **Respondent skipped this question**

Feedback/Comments:

#2

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, September 10, 2020 8:56:14 AM
Last Modified: Thursday, September 10, 2020 9:06:39 AM
Time Spent: 00:10:25
IP Address: 209.58.239.194

Page 1

Q1

Member Name:

JUAN PRECIADO

Q2

Yes

Are you interested in becoming a mentor?

Q3

Yes

Would you like to be paired with a mentor?

Page 2:

COMMISSION MEMBER KNOWLEDGE SELF ASSESSMENT

Q4

Planning councils and why they exist in the Ryan White Part A Program

☆

Neutral

Q5

Purpose and structure of the Los Angeles County Commission on HIV

☆

Neutral

Q6

Membership requirements of the Commission on HIV

☆

Neutral

Q7

My role as a Board-appointed Commissioner

☆ Neutral

Q8

HIV prevention, care, treatment, and support services funding in LA County

☆ Neutral

Q9

Health Resources Services Administration (HRSA) Ryan White Program service categories

☆ Neutral

Page 3: B. Please rate how well you can currently perform each of the following skills or activities. I can:

Q10

Understand needs assessments

☆ Neutral

Q11

Understand data

☆ Quite Well

Q12

Use Robert's Rules of Order

☆ Neutral

Q13

Engage in public speaking/give presentations

☆ Neutral

Q14

Engage my community

☆ Very Well

Q15

Serve as a role model

☆

Very Well

Q16

Work in a group setting

☆

Very Well

Page 4

Q17

What is the purpose of the Ryan White HIV/AIDS Program? SELET ONE:

To provide HIV-related care, treatment, and support services for those who may not have sufficient resources to manage their HIV

Q18

What federal agency funds the Ryan White HIV/AIDS Program? SELECT ONE:

The Health Resources and Services Administration (HRSA)

Q19

What federal agency funds HIV prevention in states and cities? SELECT ONE:

The Health Resources and Services Administrative (HRSA)

Q20

What describes part of the role of Commissioner? SELECT ONE:

All of the above

Q21

Which of the following lists Core Medical Services for HIV, as defined by HRSA? SELECT ONE:

Primary medical care, HIV medications, and medical case management

Q22

Which of these lists only Support Services for HIV, as defined by HRSA? SELECT ONE:

Medical case management, substance abuse treatment, and transportation

Q23

The role of the Commission on HIV is:

All of the above

Q24

All of the above

Which of the following is an activity of the Commission on HIV? SELECT ONE:

Q25

All of the above

In order to fill an Unaffiliated Consumer seat on the Commission on HIV, one must meet which of the following? SELECT ONE:

Q26

Division of HIV & STD Programs (DHSP)

Who is the recipient in charge of managing the Ryan White Part A Program? SELECT ONE:

Page 5: Thank you!

Q27

Respondent skipped this question

Feedback/Comments:

#3

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, September 10, 2020 1:26:48 PM
Last Modified: Thursday, September 10, 2020 1:36:01 PM
Time Spent: 00:09:12
IP Address: 24.205.177.158

Page 1

Q1

Member Name:

Glenn San Agustin

Q2

Yes

Are you interested in becoming a mentor?

Q3

Yes

Would you like to be paired with a mentor?

Page 2:

COMMISSION MEMBER KNOWLEDGE SELF ASSESSMENT

Q4

Planning councils and why they exist in the Ryan White Part A Program

☆

Neutral

Q5

Purpose and structure of the Los Angeles County Commission on HIV

☆

Neutral

Q6

Membership requirements of the Commission on HIV

☆

Neutral

Q7

My role as a Board-appointed Commissioner

☆ **Quite Well**

Q8

HIV prevention, care, treatment, and support services funding in LA County

☆ **Neutral**

Q9

Health Resources Services Administration (HRSA) Ryan White Program service categories

☆ **Neutral**

Page 3: B. Please rate how well you can currently perform each of the following skills or activities. I can:

Q10

Understand needs assessments

☆ **Neutral**

Q11

Understand data

☆ **Quite Well**

Q12

Use Robert's Rules of Order

☆ **Very Little**

Q13

Engage in public speaking/give presentations

☆ **Neutral**

Q14

Engage my community

☆ **Quite Well**

Q15

Serve as a role model

☆

Quite Well

Q16

Work in a group setting

☆

Quite Well

Page 4

Q17

What is the purpose of the Ryan White HIV/AIDS Program? SELET ONE:

To provide HIV-related care, treatment, and support services for those who may not have sufficient resources to manage their HIV

Q18

What federal agency funds the Ryan White HIV/AIDS Program? SELECT ONE:

The Health Resources and Services Administration (HRSA)

Q19

What federal agency funds HIV prevention in states and cities? SELECT ONE:

The Health Resources and Services Administrative (HRSA)

Q20

What describes part of the role of Commissioner? SELECT ONE:

Advocate for HIV services and funding

Q21

Which of the following lists Core Medical Services for HIV, as defined by HRSA? SELECT ONE:

Primary medical care, HIV medications, and medical case management

Q22

Which of these lists only Support Services for HIV, as defined by HRSA? SELECT ONE:

Food bank, oral health, and linguistic services

Q23

The role of the Commission on HIV is:

All of the above

Q24

All of the above

Which of the following is an activity of the Commission on HIV? SELECT ONE:

Q25

All of the above

In order to fill an Unaffiliated Consumer seat on the Commission on HIV, one must meet which of the following? SELECT ONE:

Q26

Division of HIV & STD Programs (DHSP)

Who is the recipient in charge of managing the Ryan White Part A Program? SELECT ONE:

Page 5: Thank you!

Q27

Respondent skipped this question

Feedback/Comments:

#4

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, September 14, 2020 7:11:26 PM
Last Modified: Monday, September 14, 2020 8:59:45 PM
Time Spent: 01:48:18
IP Address: 137.25.60.37

Page 1

Q1

Member Name:

Alasdair Burton

Q2

Yes

Are you interested in becoming a mentor?

Q3

Yes

Would you like to be paired with a mentor?

Page 2:

COMMISSION MEMBER KNOWLEDGE SELF ASSESSMENT

Q4

Planning councils and why they exist in the Ryan White Part A Program

☆

Quite Well

Q5

Purpose and structure of the Los Angeles County Commission on HIV

☆

Quite Well

Q6

Membership requirements of the Commission on HIV

☆

Quite Well

Q7

My role as a Board-appointed Commissioner

☆ **Quite Well**

Q8

HIV prevention, care, treatment, and support services funding in LA County

☆ **Quite Well**

Q9

Health Resources Services Administration (HRSA) Ryan White Program service categories

☆ **Quite Well**

Page 3: B. Please rate how well you can currently perform each of the following skills or activities. I can:

Q10

Understand needs assessments

☆ **Quite Well**

Q11

Understand data

☆ **Very Well**

Q12

Use Robert's Rules of Order

☆ **Very Well**

Q13

Engage in public speaking/give presentations

☆ **Very Well**

Q14

Engage my community

☆ **Quite Well**

Q15

Serve as a role model

☆

Quite Well

Q16

Work in a group setting

☆

Very Well

Page 4

Q17

What is the purpose of the Ryan White HIV/AIDS Program? SELET ONE:

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Q18

What federal agency funds the Ryan White HIV/AIDS Program? SELECT ONE:

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Q19

What federal agency funds HIV prevention in states and cities? SELECT ONE:

The Centers for Disease Control and Prevention (CDC)

Q20

What describes part of the role of Commissioner? SELECT ONE:

Use data to make decisions

Q21

Which of the following lists Core Medical Services for HIV, as defined by HRSA? SELECT ONE:

Primary medical care, HIV medications, and medical case management

Q22

Which of these lists only Support Services for HIV, as defined by HRSA? SELECT ONE:

Transportation, legal services, and food bank

Q23

The role of the Commission on HIV is:

All of the above

Q24

All of the above

Which of the following is an activity of the Commission on HIV? SELECT ONE:

Q25

All of the above

In order to fill an Unaffiliated Consumer seat on the Commission on HIV, one must meet which of the following? SELECT ONE:

Q26

Division of HIV & STD Programs (DHSP)

Who is the recipient in charge of managing the Ryan White Part A Program? SELECT ONE:

Page 5: Thank you!

Q27

Feedback/Comments:

I can continue to benefit from having a more experienced mentor from whom to continue to learn.
I have hopefully learned enough in my first two years to be able to mentor someone who is completely new to our LA County Commission on HIV.
Thank you !

#5

INCOMPLETE

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Started: Monday, September 21, 2020 10:49:46 AM
Last Modified: Monday, September 21, 2020 11:25:17 AM
Time Spent: 00:35:31
IP Address: 12.35.137.10

Page 1

Q1

Member Name:

Frankie Darling Palaciso

Q2

Are you interested in becoming a mentor?

**Need more information about the Mentorship Program
(staff will contact you)**

Q3

Would you like to be paired with a mentor?

Yes

Page 2:

COMMISSION MEMBER KNOWLEDGE SELF ASSESSMENT

Q4

Planning councils and why they exist in the Ryan White Part A Program

Respondent skipped this question

Q5

Purpose and structure of the Los Angeles County Commission on HIV

Respondent skipped this question

Q6

Membership requirements of the Commission on HIV

Respondent skipped this question

Q7

My role as a Board-appointed Commissioner

Respondent skipped this question

Q8 Respondent skipped this question
HIV prevention, care, treatment, and support services funding in LA County

Q9 Respondent skipped this question
Health Resources Services Administration (HRSA) Ryan White Program service categories

Page 3: B. Please rate how well you can currently perform each of the following skills or activities. I can:

Q10 Respondent skipped this question
Understand needs assessments

Q11 Respondent skipped this question
Understand data

Q12 Respondent skipped this question
Use Robert's Rules of Order

Q13 Respondent skipped this question
Engage in public speaking/give presentations

Q14 Respondent skipped this question
Engage my community

Q15 Respondent skipped this question
Serve as a role model

Q16 Respondent skipped this question
Work in a group setting

Page 4

Q17 Respondent skipped this question
What is the purpose of the Ryan White HIV/AIDS Program? SELET ONE:

Q18

Respondent skipped this question

What federal agency funds the Ryan White HIV/AIDS Program? SELECT ONE:

Q19

Respondent skipped this question

What federal agency funds HIV prevention in states and cities? SELECT ONE:

Q20

Respondent skipped this question

What describes part of the role of Commissioner? SELECT ONE:

Q21

Respondent skipped this question

Which of the following lists Core Medical Services for HIV, as defined by HRSA? SELECT ONE:

Q22

Respondent skipped this question

Which of these lists only Support Services for HIV, as defined by HRSA? SELECT ONE:

Q23

Respondent skipped this question

The role of the Commission on HIV is:

Q24

Respondent skipped this question

Which of the following is an activity of the Commission on HIV? SELECT ONE:

Q25

Respondent skipped this question

In order to fill an Unaffiliated Consumer seat on the Commission on HIV, one must meet which of the following? SELECT ONE:

Q26

Respondent skipped this question

Who is the recipient in charge of managing the Ryan White Part A Program? SELECT ONE:

Q27

Respondent skipped this question

Feedback/Comments:
