



LOS ANGELES COUNTY
COMMISSION ON HIV



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OPERATIONS COMMITTEE Virtual Meeting

Thursday, February 24, 2022

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

*Meeting Agenda + Packet will be available on our website at:
<http://hiv.lacounty.gov/Operation-Committee>

REGISTER + JOIN VIA WEBEX ON YOUR COMPUTER OR SMART PHONE:

<https://tinyurl.com/fe9x2e49>

**link is for members of the public only*

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For a brief tutorial on how to use WebEx, please check out this
video: <https://www.youtube.com/watch?v=iQSSJYcrglk>

PUBLIC COMMENTS

Public Comment is an opportunity for members of the public to comment on an agenda item, or any item of interest to the public, before or during the Commission's consideration of the item, that is within the subject matter jurisdiction of the Commission.

To submit Public Comment, you may join the virtual meeting via your smart device and post your Public Comment in the Chat box -or- email your Public Comment to hivcomm@lachiv.org -or- submit your Public Comment electronically via https://www.surveymonkey.com/r/PUBLIC_COMMENTS.

All Public Comments will be made part of the official record.

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LOS ANGELES COUNTY
COMMISSION ON HIV



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

Thursday, February 24, 2022 10:00 AM – 12:00 PM

To Register + Join by Computer:

<https://tinyurl.com/fe9x2e49>

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

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

Access code: 2592 037 4988

Operations Committee Members:			
Alexander Fuller, <i>Co-Chair</i>	Justin Valero, MA <i>Co-Chair</i>	Miguel Alvarez	Everardo Alvizo
Michele Daniels (Alternate)	Joe Green	Carlos Moreno	Juan Preciado
QUORUM*:	5		

AGENDA POSTED: February 18, 2022

VIRTUAL MEETINGS: Assembly Bill (AB) 361 amends California's Ralph M. Brown Act Section 54953 to allow virtual board meetings during a state of emergency. Until further notice, all Commission meetings will continue to be held virtually via WebEx. For a schedule of Commission meetings, please click http://hiv.lacounty.gov/Portals/HIV/Calendar%202022_Ongoing01-19-22.pdf?ver=iZZO2MskAnfWFRaMOKQiuA%3d%3d

PUBLIC COMMENT: Public Comment is an opportunity for members of the public to comment on an agenda item, or any item of interest to the public, before or during the Commission's consideration of the item, that is within the subject matter jurisdiction of the Commission. To submit Public Comment, you may join the virtual meeting via your smart device and post your Public Comment in the Chat box -or- email your Public Comment to hivcomm@lachiv.org -or- submit your Public Comment electronically via https://www.surveymonkey.com/r/PUBLIC_COMMENTS.

All Public Comments will be made part of the official record.

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 hivcomm@lachiv.org or leave a voicemail at 213.738.2816.

Los servicios de interpretación para personas con problemas de audición y los servicios de traducción para otros idiomas además del inglés están disponibles sin cargo con al menos 72 horas de anticipación antes de la fecha de la reunión. Para coordinar estos servicios, comuníquese con la oficina de la Comisión en hivcomm@lachiv.org o deje un mensaje de voz al 213.738.2816.

SUPPORTING DOCUMENTATION can be obtained via the Commission’s website at <http://hiv.lacounty.gov> or at the Commission office located at 510 S. Vermont Ave., 14th Floor, Los Angeles CA 90020. Complimentary parking available at 523 Shatto Place, Los Angeles CA 90020.

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 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

- | | | |
|--------------------------------|------------------|---------------------|
| 1. Approval of Agenda | MOTION #1 | 10:02 AM – 10:07 AM |
| 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 of items of interest that are within the jurisdiction of the Commission. For those who wish to provide public comment, you may do so in-person, virtually by registering via WebEx or submit in writing at hivcomm@lachiv.org.

III. COMMITTEE NEW BUSINESS ITEMS 10:11 AM – 10:15 AM

4. *Opportunity for Commission 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 – 10:50 AM

- A. County/Commission Updates
- B. Approve 2022 Training Plan **MOTION #3**
- C. Comprehensive HIV Plan (CHP)
- D. 2022 Assessment of the Administrative Mechanism (AAM) Planning & Development

6. Co-Chair’s Report 10:50 AM – 11:20 AM

- A. CHATT Planning Learning Collaborative Participation| Update
- B. Approve 2022 Work Plan **MOTION #4**

7. Membership Management Report 11:20 AM – 11:40AM

- A. Quarterly Attendance Report| Updates
 - (1) Seat Vacate – Joshua Ray **MOTION #5**
 - (2) Seat Vacate – Guadalupe Velazquez **MOTION #6**
- B. Revising Interview Questions Work Group | Update

V. DISCUSSION

8. Recruitment, Retention and Engagement 11:40 AM – 11:45 AM
 A. Outreach Efforts & Strategies

VI. NEXT STEPS

9. Task/Assignments Recap 11:45 AM – 11:55 AM
10. Agenda Development for the Next Meeting

VII. ANNOUNCEMENTS

11. Opportunity for members of the public and the committee to make announcements 11:55 AM – 12:00 PM

VIII. ADJOURNMENT

12. Adjournment for the meeting of February 24, 2022 12:00 PM

PROPOSED MOTION(s)/ACTION(s):

MOTION #1:	Approve the Agenda Order, as presented or revised.
MOTION #2:	Approve the Operations Committee minutes, as presented or revised.
MOTION #3:	Approve the 2022 Training Plan, as presented or revised.
MOTION #4:	Approve the 2022 Work Plan, as presented or revised.
MOTION #5:	Approve motion to vacate seat for Joshua Ray due to absences incurred for the 2021 calendar year, as presented or revised, and forward to the Executive Committee for approval.
MOTION #6:	Approve motion to vacate seat for Guadalupe Velazquez due to absences incurred for the 2021 calendar year, as presented or revised, and forward to the Executive Committee for approval.



LOS ANGELES COUNTY
COMMISSION ON HIV



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

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

DRAFT
OPERATIONS VIRTUAL MEETING MINUTES
January 27, 2022

OPERATIONS MEMBERS									
P=Present A=Absent									
Alexander Fuller <i>Co-Chair</i>	P	Justin Valero <i>Co-Chair</i>	P	Miguel Alvarez	P	Everardo Alvizo	P	Michele Daniels (Alt)	EA
Joe Green	P	Carlos Moreno	P	Juan Preciado	P				
COMMISSION STAFF & CONSULTANTS									
Cheryl Barrit, MPIA, <i>Executive Director</i>		Jose Rangel-Garibay, MPH		Catherine Lapointe		Sonja Wright, MS, LAc			

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

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

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

Meeting agenda and materials can be found on the Commission's website at
<http://hiv.lacounty.gov/LinkClick.aspx?fileticket=G1uMJS06k4c%3d&portalid=22>

CALL TO ORDER – INTRODUCTIONS – CONFLICTS OF INTEREST: Luckie Alexander called the meeting to order at 10:00 am. Committee Members introduced themselves and identified care and/or prevention conflicts of interest.

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: December 9, 2021, minutes (*Passed by Consensus*).

II. PUBLIC COMMENT

3. OPPORTUNITY FOR PUBLIC TO ADDRESS COMMISSION ON ITEMS OF INTEREST WITHIN COMMISSION JURISDICTION:

None.

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:

None.

IV. REPORTS

5. EXECUTIVE DIRECTOR/STAFF REPORT

Executive Director Cheryl Barrit discussed the following:

A. County/Commission Updates

- In December 2021, the county released new district maps for Los Angeles County (LAC). C. Barrit reached out to all Board Office representatives on behalf of Supervisorial Districts 1,2,3,4 and 5, to request that they review the maps for the new areas and boundaries that they now represent. After review, it was determined there is no change in the Commission on HIV's (COH) Board Office representatives. The seat for District 5 is currently vacant so C. Barrit will continue to work with Supervisor Barger's office to fill the seat. C. Barrit clarified that the Service Planning Areas (SPAs) map did not change, only the district maps, which can be accessed at lacounty.gov/redistricting.

B. 2022 Training Plan

- The Operations Committee is in charge of recruitment and retention, training, and updating policies and procedures. Staff looks at the charge of the Operations Committee in addition to questions that are asked during various Commission and Committee meetings and thinks of ways to foster a training plan and schedule that is ongoing and consistent, while keeping in mind that trainings for members of Ryan White planning councils (i.e., commissioners) are mandatory (i.e., required by our federal funders). The COH has drafted the 2022 training schedule and will make the training resources available on the website throughout the year, the schedule and materials will be posted on the COH website. The overall features of the trainings are: (1) core mandatory trainings such as a Commission on HIV Overview and a Ryan White Care Act Legislative Overview, (2) supplemental trainings, (3) virtual study hours, and (4) quizzes for prizes.
- C. Barrit opened the floor for feedback and indicated that an updated version of the training plan will be presented at the February Operations Committee meeting
 - Agendize approval of the training plan on February's Operations agenda.

C. Assessment of the Administrative Mechanism (AAM)

- The AAM was presented to the Operations Committee as a draft set of questions taken from the survey that was used for fiscal year 2021. Recommendations/suggestions were requested from the Operations Committee via email; to date no additional comments were received. C. Barrit will move forward with starting the SurveyMonkey version of the AAM so the Operations Committee can see how it is formatted and populated at its February meeting. This should put Operations on target with sending the anonymous surveys to contracted providers around the end of March/April. The data will be collected, analyzed, and discussed by the Operations Committee with themes developed to render the final report.
 - Present SurveyMonkey version of the AAM to the Operations Committee in February.

6. Co-Chair's Report

A. Welcome Everardo Alvizo to the Operations Committee

- Everardo Alvizo was officially welcomed to the Operations Committee.

B. CHATT Planning Learning Collaborative Participation

- Commissioner L. Alexander and COH staff C. Barrit and S. Wright attended the first session. C. Barrit explained that the Planning Community HIV/AIDS Technical Assistance and Training (Planning CHATT) is a platform funded by the Health Resources Services Administration (HRSA) and is aimed at working with planning councils around the country to strengthen core functions of Ryan White planning councils. Last year, Planning CHATT started their learning collaborative on recruitment and retention of members with an emphasis on consumers. They accept 12 jurisdictions per cohort and the following is a list of this year's jurisdictions:

1. Baton Rouge Transitional Grant Area Advisory Council
2. Boston EMA RW Planning Council
3. Cuyahoga Regional HIV Prevention and Care Planning Council
4. Greater Hartford Ryan White Part A Planning Council
5. Inland Empire HIV Planning Council

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6. Los Angeles County Commission on HIV
 7. Minnesota Council for HIV/AIDS Care and Prevention
 8. Nashville Regional HIV Planning Council
 9. Nassau Suffolk HIV Services Planning Council
 10. North Central Texas HIV Planning Council
 11. Palm Beach County (PBC) HIV CARE Council
 12. Portland Area HIV Planning Council
- The learning cohort will meet once a month through June with the next meeting scheduled for February 24th, 2022, at 1PM. Many of the meetings will conflict with the Executive Committee meetings but the COH will find a way to rotate at least two members to participate at all of the meetings. The COH will be represented by our Operations Co-Chairs, Luckie Alexander and Justin Valero, as well as Everardo Alvizo and Kevin Stalter. In between the meetings, staff member S. Wright will be working with the core group for debriefings and completion of homework assignments, as we have been tasked with coming up with our own plan for recruitment and retention for LAC.
 - For the first meeting, the groups were divided into breakout sessions and discussed ways to strategize recruitment and retention, in addition to some of the challenges experienced in recruitment and retention of consumers. The schedule of meeting dates and topics are as follows:
 - January 20 Session One: Introduction to Planning CHATT's Recruitment and Retention Learning Collaborative
 - February 24 Session Two: Recruitment Strategy -Audience
 - March 24 Session Three: Recruitment Strategy -Messaging and Promotion
 - April 21 Session Four: New Member Engagement, Orientation, and Training
 - May 19 Session Five: Leadership Development and Mentorship
 - June 23 Session Six: Putting it all Together: Close Out Session

C. 2022 Work Plan Development

- The draft Operations work plan focuses on: (1) developing and providing planning priorities for inclusion in the Comprehensive HIV Plan (CHP), (2) Assessment of the Administrative Mechanism (AAM) survey, (3) implementation of the HealthHIV Planning Council effectiveness assessment recommendations, (4) implementation of the 2022 work plan, (5) ensuring the development of engagement and retention strategies align with CHP efforts (ex: COH social media campaign), (6) updating the application interview questions, (7) reviewing membership to ensure Parity, Inclusion, and Reflectiveness (PIR)- i.e., ensuring the COH body is reflective of the disease burden in Los Angeles County, and (8) quarterly attendance reviews.
 - Agendize approval of the work plan on February's Operations agenda.

7. MEMBERSHIP MANAGEMENT REPORT

A. Attendance & PIR Review

- Operations reviewed the Attendance Policy as a guide for the discussion on attendance (the Attendance Policy is included in the packet; the link for the packet is located above).
- Based on (1) the policy, (2) review of the attendance records, and (3) the lack of ability to fulfill the requirements of being a commissioner, the Operations Committee has decided to move forward with vacating the seats of Commissioners Joshua Ray and Guadalupe Velazquez; this will afford them the opportunity to focus on self-care without the pressure of fulfilling commissioner obligations. J. Ray and G. Velazquez can reapply to the Commission at any point when they have the capacity and time commitment to fulfill their roles as commissioners.
 - Agendize seat vacates for J. Ray and G. Velazquez on February's Operations agenda.
- The Operations Committee discussed reviewing the vacant seats and looking at the alternates who might be able to move into those seats and take on the role of being full commissioners. First, staff will need to verify

employment to make sure they fit the HRSA definition of Unaffiliated or Unaligned Consumers. There are two alternates that might be able to move into the vacant seats, however C. Barrit will reach out to them to discuss and verify their status because they did not check the box that indicates they are willing to disclose their HIV status on their applications.

- The Parity, Inclusion, and Reflectiveness (PIR) survey was sent out by staff member S. Wright on January 26th. This ties into the Operations Committee reviewing the COH membership seating and where commissioners are able to sit. It is important to have commissioner demographics updated correctly because (1) C. Barrit has to report this data to HRSA and (2) information changes, for example some ages may have changed requiring the need for an update. The PIR is used to measure how the COH body is reflective of and matches the HIV disease burden in LAC. For example, when looking at White (not Hispanic) the percentage in LAC is 27.5 while the COH is at 26.09%, as such the COH is almost matching the reflectiveness of LA County. The due date for the PIR survey is Friday, February 11th.
- C. Barrit reported that there is a provider representative seat that is newly vacant due to Commissioner David Lee's resignation. C. Barrit relayed that D. Lee will stay active and involved with the Black/African American Community (BAAC) Task Force.

B. Revising Interview Questions Work Group | Update

- The Application Interview Work Group has been reviewing the interview questions, more specifically the Consumer/Unaffiliated Individuals section. The work group has met three times and will review the remainder of the consumer portion of the interview questions starting with section 5 at its next meeting. The work group has created good alternatives that speak to consumer experiences. The work group is focusing on opening up the questions to afford the opportunity for applicants to share their experiences. The purpose is to garner a better understanding of lived experiences specific to the applicant and for finding ways to extrapolate their responses into how they can best fit onto the Commission in the hopes of having reasonable expectations of incoming commissioners.
- The work group's next meeting is February 8th from 9AM-11PM.

V. DISCUSSIONS

8. COMPREHENSIVE HIV PLAN (CHP)

- At January's Commission meeting, consultant AJ King was able to present the timeline for developing the CHP and how he intends to go about writing the different components of the CHP. C. Barrit will ask AJ King to join the Operations Committee in order to illicit feedback, as well keeping the Operations Committee informed and engaged about the development of the CHP.
- During the Commission meeting, AJ King highlighted emerging themes that came out of initial conversations with stakeholders such as the following: (1) workforce development, (2) mental health, (3) substance user index, and (4) housing instability.
- The first phase of the CHP plan will be available for review around April which will consist of needs assessment and the environmental scan process. The document will become larger and more detailed as goals and objectives are added. In addition, C. Barrit will provide instructions to AJ King regarding additional areas that the Operations Committee would like to have addressed. No additional feedback was provided by the Operations Committee on the CHP Plan.

9. RECRUITMENT, RETENTION, AND ENGAGEMENT:

A. Outreach Efforts & Strategies: COH Social Media Campaign Presentation | Catherine Lapointe

- Staff member C. Lapointe led a PowerPoint presentation on strategies to increase social media engagement. The purpose of the project is (1) to increase the Commission's social media presence on Facebook, Instagram, and Twitter and (2) to spread valuable information from reputable sources.
- Strategy 1: "Did You Know?" posts: weekly posts highlighting an important HIV-related fact or service offered in LA County.
- Strategy 2: Commissioner testimonials: Highlights individual commissioners and the work that they do. Testimonials can help the public understand more about what the Commission does and who is behind the work, testimonials are voluntary and open to all commissioners who want to share, and the testimonials will

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be posted on the Commission's Facebook, Twitter, and Instagram pages. The testimonials will also feature the following: commissioner photos, occupation, role in the Commission, reason for joining the Commission, and any additional information they would like to share.

- If Commissioners are interested in being featured on our social media pages, please email C. Lapointe at clapointe@lachiv.org.
- A question was asked pertaining to which posts garner the most comments and engagement. C. Lapointe stated she receives direct messages from organizations requesting posts of their materials and if it is related to the COH's work she will post the information (ex: flyers). She also stated there is not much interaction from meeting reminder posts.
- Discussion/suggestions for content posts that might potentially garner interactions are as follows: (1) short videos or photos with text, (2) change the look as people lose interests in looking at standard templates, (3) post reels highlighting portions of meetings so people can have a visual take on what occurs during meetings (ex: presentations and guest speakers), (4) utilizing content like testimonials that are already on YouTube, (5) using social media to recruit consumers (ex: advertising on dating apps), (6) create a TikTok account to reach younger audiences, (7) using the poll feature in stories to generate interactions and feedback, and (8) using a QR code.
- The COH social media handles are:
 - Facebook: @HIVCommissionLA
 - Twitter: @HIVCommissionLA
 - Instagram: @HIVCommLA
- C. Barrit will send an email invite for commissioner testimonials.

10. RESTRUCTURING MENTORSHIP aka PEER COLLABORATOR.BUDDY PROGRAM

- In December a brief discussion was held regarding restructuring the Mentorship/Peer Collaborator Buddy Program in light of mentors/mentees lack of connection and interaction with each other and the fact the COH cannot force relationships between commissioners; essentially, the mentorship program is not doing what it was intended to do. The floor was opened to the Operations Committee to discuss ways to move forward and perhaps think outside the box in terms of how to foster the program. The opportunity to revisit this topic in the future was presented in order to allow time to think about ways to effectively implement the program. Some ideas mentioned are as follows: (1) incentivize the program with gifts and prizes (ex: matching T-shirts when a specific benchmark is reached), (2) establishing benchmarks, (3) creating checklists for mentors capturing the top ten things that are needed to be an effective mentor, (4) having expectations for mentors/mentees to partner with the checklist, and (5) looking at successful pairings within the Commission and drawing on those dynamics. C. Barrit mentioned the mentorship program guide that includes a checklist of expectations, trainings, and quizzes that the Commission has and suggested integrating what was mentioned into the document and thinking about whether the expectations are truly realistic and/or needing to be revamped.

VI. NEXT STEPS

11. TASK/ASSIGNMENTS RECAP:

- Agendize approval of the 2022 Training Plan.
- Finalize the AAM survey questions.
- Agendize seat vacates for Joshua Ray and Guadalupe Velazquez.
- Create a checklist for mentors/mentees.
- Agendize approval of the 2022 work plan discussion.
- Staff member C. Lapointe will follow-up with commissioners who volunteer to participate in social media testimonials

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

VII. ANNOUNCEMENTS : None.

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VIII. ADJOURNMENT

12. ADJOURNMENT: The meeting adjourned at 11:57 am.



LOS ANGELES COUNTY COMMISSION ON HIV



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CODE OF CONDUCT

We welcome commissioners, guests, and the public into a space where people of all opinions and backgrounds are able to contribute. We create a safe environment that celebrates differences while striving for consensus and is characterized by consistent, professional, and respectful behavior. Our common enemies are HIV and STDs. We strive to be introspective and understand and clarify our assumptions, while appreciating the complex intersectionality of the lives we live. We challenge ourselves to be self-reflective and committed to an ongoing understanding. As a result, the Commission has adopted and is consistently committed to implementing the following guidelines for Commission, committee, and associated meetings.

All participants and stakeholders should adhere to the following:

- 1) We strive for consensus and compassion in all our interactions.**
- 2) We respect others' time by starting and ending meetings on time, being punctual, and staying present.**
- 3) We listen, don't repeat what has already been stated, avoid interrupting others, and allow others to be heard.**
- 4) We encourage all to bring forth ideas for discussion, community planning, and consensus.**
- 5) We focus on the issue, not the person raising the issue.**
- 6) We give and accept respectful and constructive feedback.**
- 7) We keep all issues on the table (no "hidden agendas"), avoid monopolizing discussions and minimize side conversations.**
- 8) We have no place in our deliberations for homophobic, racist, sexist, and other discriminatory statements and "-isms" (including transphobia, ableism, and ageism).**
- 9) We give ourselves permission to learn from our mistakes.**

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



COMMISSION MEMBER "CONFLICTS-OF-INTEREST"

Updated 2/4/22

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

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

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
CIELO	Mikhaela	LAC & USC MCA Clinic	Ambulatory Outpatient Medical (AOM)
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
DANIELS	Michele	Unaffiliated consumer	No Ryan White or prevention contracts
DARLING-PALACIOS	Frankie	Los Angeles LGBT Center	Ambulatory Outpatient Medical (AOM)
			HIV Testing Storefront
			HIV Testing Social & Sexual Networks
			STD Screening, Diagnosis and Treatment
			Health Education/Risk Reduction
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			Promoting Healthcare Engagement Among Vulnerable Populations
Transportation Services			
DAVIES	Erika	City of Pasadena	HIV Testing Storefront
			HIV Testing & Sexual Networks
DONNELLY	Kevin	Unaffiliated consumer	No Ryan White or prevention contracts
FINDLEY	Felipe	Watts Healthcare Corporation	Transportation Services
			Ambulatory Outpatient Medical (AOM)
			Medical Care Coordination (MCC)
			Oral Health Care Services
			Biomedical HIV Prevention
			STD Screening, Diagnosis and Treatment

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
FULLER	Luckie	APLA Health & Wellness	Case Management, Home-Based
			Benefits Specialty
			HIV Testing Specialty
			HIV Testing Storefront
			HIV Testing Social & Sexual Networks
			STD Screening, Diagnosis and Treatment
			Sexual Health Express Clinics (SHEX-C)
			Health Education/Risk Reduction
			Health Education/Risk Reduction, Native American
			Biomedical HIV Prevention
			Oral Healthcare Services
			Ambulatory Outpatient Medical (AOM)
			Medical Care Coordination (MCC)
			HIV and STD Prevention Services in Long Beach
			Transportation Services
Nutrition Support			
GARTH	Gerald	Los Angeles LGBT Center	Ambulatory Outpatient Medical (AOM)
			HIV Testing Storefront
			HIV Testing Social & Sexual Networks
			STD Screening, Diagnosis and Treatment
			Health Education/Risk Reduction
			Biomedical HIV Prevention
			Promoting Healthcare Engagement Among Vulnerable Populations
			Transportation Services
GATES	Jerry	AETC	Part F Grantee
GONZALEZ	Felipe	Unaffiliated consumer	No Ryan White or Prevention Contracts
GORDON	Bridget	Unaffiliated consumer	No Ryan White or prevention contracts

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
GRANADOS	Grissel	Children's Hospital Los Angeles	Ambulatory Outpatient Medical (AOM)
			HIV Testing Storefront
			STD Screening, Diagnosis and Treatment
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			Transitional Case Management-Youth
			Promoting Healthcare Engagement Among Vulnerable Populations
GREEN	Joseph	Unaffiliated consumer	No Ryan White or prevention contracts
GREEN	Thomas	APAIT (aka Special Services for Groups)	HIV Testing Storefront
			Mental Health
			Transportation Services
HALFMAN	Karl	California Department of Public Health, Office of AIDS	Part B Grantee
KOCHEMS	Lee	Unaffiliated consumer	No Ryan White or prevention contracts
KING	William	W. King Health Care Group	No Ryan White or prevention contracts
MARTINEZ	Eduardo	AIDS Healthcare Foundation	Ambulatory Outpatient Medical (AOM)
			Benefits Specialty
			Medical Care Coordination (MCC)
			Mental Health
			Oral Healthcare Services
			STD Screening, Diagnosis and Treatment
			HIV Testing Storefront
			HIV Testing Social & Sexual Networks
			Sexual Health Express Clinics (SHEX-C)
			Transportation Services
			Medical Subspecialty
HIV and STD Prevention Services in Long Beach			
MARTINEZ (PP&A Member)	Miguel	Children's Hospital Los Angeles	Ambulatory Outpatient Medical (AOM)
			HIV Testing Storefront
			STD Screening, Diagnosis and Treatment
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			Transitional Case Management - Youth
			Promoting Healthcare Engagement Among Vulnerable Populations

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
MILLS	Anthony	Southern CA Men's Medical Group	Biomedical HIV Prevention
			Ambulatory Outpatient Medical (AOM)
			Medical Care Coordination (MCC)
			Promoting Healthcare Engagement Among Vulnerable Populations
			Sexual Health Express Clinics (SHEX-C)
			Transportation Services
MINTLINE (SBP Member)	Mark	Western University of Health Sciences	No Ryan White or prevention contracts
MORENO	Carlos	Children's Hospital, Los Angeles	Ambulatory Outpatient Medical (AOM)
			HIV Testing Storefront
			STD Screening, Diagnosis and Treatment
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			Transitional Case Management - Youth
			Promoting Healthcare Engagement Among Vulnerable Populations
MURRAY	Derek	City of West Hollywood	No Ryan White or prevention contracts
NASH	Paul	University of Southern California	Biomedical HIV Prevention
			Oral Healthcare Services
NELSON	Katja	APLA Health & Wellness	Case Management, Home-Based
			Benefits Specialty
			HIV Testing Storefront
			HIV Testing Social & Sexual Networks
			STD Screening, Diagnosis and Treatment
			Sexual Health Express Clinics (SHEX-C)
			Health Education/Risk Reduction
			Health Education/Risk Reduction, Native American
			Biomedical HIV Prevention
			Oral Healthcare Services
			Ambulatory Outpatient Medical (AOM)
			Medical Care Coordination (MCC)
			HIV and STD Prevention Services in Long Beach
			Transportation Services
Nutrition Support			
OROZCO	Jesus ("Chuy")	HOPWA-City of Los Angeles	No Ryan White or prevention contracts

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
PERÉZ	Mario	Los Angeles County, Department of Public Health, Division of HIV and STD Programs	Ryan White/CDC Grantee
PRECIADO	Juan	Northeast Valley Health Corporation	Ambulatory Outpatient Medical (AOM)
			Benefits Specialty
			Medical Care Coordination (MCC)
			Oral Healthcare Services
			Mental Health
			Biomedical HIV Prevention
			STD Screening, Diagnosis and Treatment
			Transportation Services
RAY	Joshua	Unaffiliated consumer	No Ryan White or prevention contracts
ROBINSON	Mallery	We Can Stop STDs LA	No Ryan White or prevention contracts
RODRIGUEZ	Isabella	No Affiliation	No Ryan White or prevention contracts
ROSALES	Ricky	City of Los Angeles AIDS Coordinator	No Ryan White or prevention contracts
SATTAH	Martin	Rand Schrader Clinic LA County Department of Health Services	Ambulatory Outpatient Medical (AOM)
			Medical Care Coordination (MCC)
SAN AGUSTIN	Harold	JWCH, INC.	HIV Testing Storefront
			HIV Testing & Syphilis Screening, Diagnosis, & inked Referral...(CSV)
			STD Screening, Diagnosis and Treatment
			Health Education/Risk Reduction
			Mental Health
			Oral Healthcare Services
			Transitional Case Management
			Ambulatory Outpatient Medical (AOM)
			Benefits Specialty
			Biomedical HIV Prevention
			Medical Care Coordination (MCC)
			Transportation Services

COMMISSION MEMBERS		ORGANIZATION	SERVICE CATEGORIES
SPENCER	LaShonda	Oasis Clinic (Charles R. Drew University/Drew CARES)	Ambulatory Outpatient Medical (AOM)
			HIV Testing Storefront
			HIV Testing Social & Sexual Networks
			Medical Care Coordination (MCC)
STALTER	Kevin	Unaffiliated consumer	No Ryan White or prevention contracts
STEVENS	Reba	No Affiliation	No Ryan White or prevention contracts
THOMAS	Damone	Unaffiliated consumer	No Ryan White or prevention contracts
VALERO	Justin	Unaffiliated consumer	No Ryan White or prevention contracts
VEGA	Rene	Unaffiliated consumer	No Ryan White or prevention contracts
VELAZQUEZ	Guadalupe	Unaffiliated consumer	No Ryan White or prevention contracts
WALKER	Ernest	Men's Health Foundation	Biomedical HIV Prevention
			Ambulatory Outpatient Medical (AOM)
			Medical Care Coordination (MCC)
			Promoting Healthcare Engagement Among Vulnerable Populations
			Sexual Health Express Clinics (SHEX-C)
			Transportation Services



LOS ANGELES COUNTY
COMMISSION ON HIV

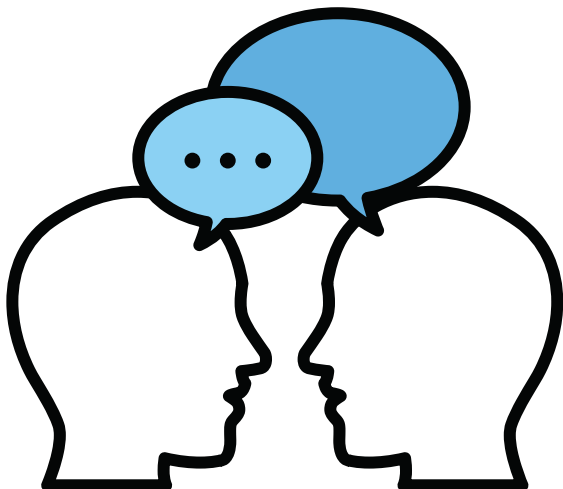


Los Angeles County Commission on HIV Training Schedule 2022

Come learn with us!

All trainings are open to the public. Virtual study hours will be available for all commissioners and members of the public who have any questions about the purpose and functions of the Commission on HIV.

Trainings are mandatory for all Commissioners.



March 29

General Orientation

Commission on HIV Overview

3:00 - 4:30 PM - Register [here](#).

April 12

Virtual Study Hour

3:00 - 4:00 PM - Register [here](#).

July 21

Ryan White Care Act Legislative Overview Membership Structure and Responsibilities

3:00 - 4:30 PM - Register [here](#).

August 17

Virtual Study Hour

3:00 - 4:00 PM - Register [here](#).

September 15

Priority Setting and Resource Allocation Process Service Standards Development

3:00 - 4:30 PM - Register [here](#).

October 20

Virtual Study Hour

3:00 - 4:00 PM - Register [here](#).

November 16

Policy Priorities and Legislative Docket Development Process

4:00 - 5:00 PM - Register [here](#).

November 17

Co-Chair Roles and Responsibilities (Virtual live)

4:00 - 5:00 PM - Register [here](#).

December 13

Virtual Study Hour

3:00 - 4:00 PM - Register [here](#).



LOS ANGELES COUNTY COMMISSION ON HIV



510 S. Vermont Ave, 14th Floor • Los Angeles, CA 90020 • TEL (213) 738-2816 • FAX (213) 637-4748
HIVCOMM@LACHIV.ORG • <https://hiv.lacounty.gov>

2022 Training Plan and Schedule

(DRAFT 12.17.21; Reviewed @ Ops 1.27.22; Revised 2.2.22)

Objectives:

1. Fulfill federally required annual training for HIV Planning Councils
2. Fulfill training required by the County of Los Angeles for Commissioners
3. Offer a more flexible and self-directed learning schedule option for Commissioners
4. Provide ongoing support, coaching and technical assistance through a virtual study hour where Commissioners can ask questions, seek clarification on training materials, roles and responsibilities, and meeting discussions
5. Provide ongoing learning opportunities for Commissioners by offering supplemental course offerings and third-party resources that strengthen leadership, communication, and collaborative skills.

I. Core Mandatory Training

- a. **Format:** virtual live and available on-demand through WebEx recording on the Commission website
- b. **Frequency:** Quarterly
- c. **Topics:**
 - i. General Orientation
 - ii. Commission on HIV Overview
 - iii. Ryan White Care Act Legislative Overview
 - iv. Membership Structure and Responsibilities
 - v. Priority Setting and Resource Allocation Process
 - vi. Service Standards Development
 - vii. Policy Priorities and Legislative Docket Development Process

II. Supplemental Training Library – these are highly recommended training and intended to enhance the knowledge and skills of Commissioners in order to serve as effective community planners.

- a. **Format:** combination of virtual live, WebEx recording, or library of resources on Commission website
- b. **Topics**
 - i. Commission on HIV History (Document)
 - ii. Health Resources Services Administration Ryan White Part A Planning Council Primer (Document)

- iii. Executive Office of the Los Angeles County Board of Supervisors Commission Manual (Document)
- iv. Overview of HIV Data Sources (PowerPoint slides)
- v. Effective Communication and Listening Skills (PowerPoint slides)
- vi. Running and Facilitating Meetings (PowerPoint slides)
- vii. Co-Chair Roles and Responsibilities (Virtual live) (Dawn developing)
- viii. HIV and STD Funding Streams (Handout)
- ix. Constructively Candid Conversations | Training Series with the Human Relations Commission (PowerPoint slides and WebEx recordings)
- x. TargetHIV <https://targethiv.org/> – website link
- xi. Health Resources and Services Administration, HIV/AIDS Bureau – website link <https://hab.hrsa.gov/>
- xii. Centers for Disease Control and Prevention HIV – website link Centers for Disease Control and Prevention STD Training – website link
- xiii. Centers for Disease Control and Prevention STD Training – website link <https://www.cdc.gov/std/training/default.htm>
- xiv. <https://www.hiv.gov/> – website link

III. **Virtual Study Hour** – offered quarterly and hosted by staff and COH leadership (if available) to answer questions; clarify and sharpen understanding of the duties and responsibilities of the Commission/Commissioner; and ask questions about meeting discussions

IV. **Quizzes for Prizes**- ongoing quizzes to test and encourage ongoing learning for members.

Implementation Schedule (*subject to change to accommodate shifting needs and priorities*)

#	Activity	Date
1	Present 2022 Training Plan and Schedule to Operations for feedback	January 27 Completed
2	Update and finalize 2022 Training Plan and Schedule	February 24 Approval @ Ops meeting
3	General Orientation Commission on HIV Overview	March 29 @ 3pm- 4:30pm
4	Virtual Study Hour	April 12 @ 4pm-5pm
5	Ryan White Care Act Legislative Overview Membership Structure and Responsibilities	July 21 @ 3pm-4:30pm
6	Virtual Study Hour	August 17 @ 4pm-5pm
7	Priority Setting and Resource Allocation Process Service Standards Development	September 15 @3pm-

		4:30pm
8	Virtual Study Hour	October 20 @ 4pm-5pm
9	Policy Priorities and Legislative Docket Development Process November 16 @ 4pm-5pm Co-Chair Roles and Responsibilities (Virtual live) Nov 17 @ 4pm-5pm	November 16 @ 4pm-5pm Nov 17 @ 4pm-5pm
10	Virtual Study Hour	December 13 @ 4pm-5pm
11	<i>Additional training may be integrated at all Commission subgroups as determined by members in collaboration with staff</i>	Year-round/ongoing



Assessment of Administrative Mechanism (AAM) Ryan White Program Year 30 (March 1, 2020 – February 28, 2021) - Questionnaire for Commissioners

As a Ryan White Part A planning council, the Los Angeles County Commission on HIV (“the Commission”) is required by Health Resources and Services Administration (HRSA) to conduct a regular “Assessment of the Administrative Mechanism” (AAM). The AAM is meant to evaluate the speed and efficiency with which Ryan White Program funding is allocated and disbursed for HIV services in Los Angeles County. Your feedback as Commissioners on how well you understand the functions of the Commission is critical to improving training, technical assistance, and support for members. Thank you for your time and input.

* 1. For how long have you served as a Commissioner and/or Alternate on the Los Angeles County Commission on HIV?

- Less than 1 year
- Between 1-2 years
- Between 3-4 years
- 5 years or more

* 2. During the Ryan White Program Year 30 (March 1, 2020 – February 28, 2021) priority setting and resource allocation process, which committee(s) were you a member of?

- Executive
- Operations
- Planning, Priorities and Allocations
- Public Policy
- Standards and Best Practices
- N/A-I was not a member

Comments

* 3. During the Ryan White Program Year 30 (March 1, 2020 – February 28, 2021) priority setting and resource allocation planning cycle, did the Commission on HIV review/study an appropriate amount and type of data on an ongoing basis to determine community needs?

- Yes
- No
- I don't Recall
- N/A-I was not a member during the last planning cycle

Comments

* 4. During the Ryan White Program Year 30 (March 1, 2020 – February 28, 2021) planning cycle, do you recall any of the following DHSP reports being provided as a part of the priority setting and resource allocation process?

- Ryan White Program expenditure reports
- Service utilization data
- Needs assessment data
- Program and Expenditures updates
- Prevention data (such as HIV/STD Testing Services; National HIV Behavioral Surveillance Project; LAC Apps-Based Survey; Contacted Biomedical Services; Contracted HIV Education and Risk Reduction (HERR) Services); Contracted Vulnerable Populations Services)
- HIV and STD Surveillance data

Comments

* 5. Please indicate the degree to which you agree with the following statement: There is adequate consumer participation and input in the planning, priority setting and resource allocation process.

- Strongly agree
- Agree
- Neither agree or disagree
- Disagree
- Strongly disagree
- I don't know
- Comments

6. Please indicate the degree to which you agree with the following statement: During the last planning cycle, I was adequately notified of planning, priority setting and resource allocation activities and meetings.

- Strongly agree
- Agree
- Neither agree or disagree
- Disagree
- Strongly disagree
- I don't know

Comments

* 7. Please indicate the degree to which you agree with the following statement: In terms of structure and process, the Commission on HIV is effective as a planning body.

- Strongly agree
- Agree
- Neither agree or disagree
- Disagree
- Strongly disagree

* 8. Please indicate the degree to which you understand the following:

	Completely understand	Somewhat understand	Mostly don't understand	Don't understand at all	Not applicable
Structure of the Commission on HIV	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Role of the Commission on HIV	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Process(es) of the Commission on HIV	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments

* 9. Please indicate the degree to which you agree with the following statements: The Commission on HIV has prepared me to make decisions related to:

	Strongly agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Not applicable
Service standards	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Allocation/Reallocation Process	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Service Category Prioritization	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments

* 10. Please indicate the degree to which you believe the priorities and allocations established by the Commission on HIV in the Ryan White Program Year 30 (March 1, 2020 – February 28, 2021) were followed by DHSP.

- A great deal
- A lot
- A moderate amount
- A little
- Not at all
- I don't know
- N/A

Comments



Assessment of Administrative Mechanism (AAM) Ryan White Program Year 30 (March 1, 2020 - February 28, 2021)-- Questionnaire for Contracted Providers

As a Ryan White Part A planning council, the Los Angeles County Commission on HIV (“the Commission”) is required by Health Resources and Services Administration (HRSA) to conduct a regular “Assessment of the Administrative Mechanism” (AAM). The AAM is meant to evaluate the speed and efficiency with which Ryan White Program funding is allocated and disbursed for HIV services in Los Angeles County. Your responses to the survey as a County-contracted provider will help improve the County’s procurement, contracting, and invoicing processes. We appreciate your time and feedback.

1. Please describe the level of guidance you get from DHSP with respect to invoicing, budget development and budget modifications.

2. With respect to the process of program monitoring, how clear are you on the expectations prior to the site visit and monitoring?

- Very clear
- Somewhat clear
- Somewhat unclear
- Not clear at all

Comments

3. Does DHSP regularly provide feedback on your performance? If so, is the feedback helpful? What is helpful about the feedback?

4. Do you get feedback or technical assistance from DHSP on barriers and challenges reported on progress reports? If so, is that feedback or TA helpful? Please elaborate.

5. With respect to the development of your DHSP contract, how would you describe the level of technical assistance and support provided by your assigned program manager and fiscal representative? (Please reference which RFP or service category you are referring to).

6. Do the RFPs provide clear instructions, directions, and/or guidance? If yes, how so? If no, in what ways are they unclear? What was your role in developing the application in response to the RFP? Please elaborate.

7. Do you feel the county's process of awarding contracts for services is fair? Please explain.

8. What are the most effective practices implemented by your agency to ensure that Ryan White program funds are spent efficiently? Please elaborate.

9. DHSP issues payments within 30 days following submission of complete, accurate invoices, and submitted in a timely manner as stipulated by the DHSP contract.

- Always
- Usually
- Rarely
- Never
- N/A, I Don't Know

Comments

10. Are there other comments or feedback you would like to share about the County's procurement, contracting, and invoicing process? Please provide specific examples and suggestions for improvement.



**LOS ANGELES COUNTY COMMISSION ON HIV 2022
DRAFT-OPERATIONS WORKPLAN**

Co-Chairs: Luckie Fuller, Justin Valero				
Approval Date: TBD				
Purpose of Work Plan: To focus and prioritize key activities for COH Committees and subgroups for 2022.				
#	TASK/ACTIVITY	DESCRIPTION	TARGET COMPLETION DATE	STATUS/NOTES/OTHER COMMITTEES INVOLVED
1	Develop the Comprehensive HIV Plan (CHP) 2022-2026	The Committee will gather, discuss, develop, and provide planning priorities for inclusion in the plan.	10/2022	
2	Assessment of the Administrative Mechanism (AAM)	Evaluate the speed and efficiency with which Ryan White Program funding is allocated and disbursed for HIV services in Los Angeles County. The Health Resources Administration (HRSA) expects planning council to complete the AAM on an annual basis.	June-July 2022	
3	Implement HealthHIV - Planning Council effectiveness assessment recommendations	Address Areas of Improvement from the HealthHIV Planning Council Effectiveness Assessment: (1) Member Recruitment and Retention; (2) Community Engagement/Representation; and (3) Streamlining the LAC COH's Work	Ongoing	See summary and recommendations
4	Implement 2022 Training Plan	Implement member-facilitated virtual trainings and discussions for ongoing learning and capacity building opportunities.	Feb-Dec 2022	See Training Plan

LOS ANGELES COUNTY COMMISSION ON HIV 2022
DRAFT-OPERATIONS WORKPLAN

		*Additional training may be integrated at all COH subgroups as determined by members and staff		
5	Consumer Engagement and Retention Strategies	Development of engagement and retention strategies to align with CHP efforts: COH social media campaign	Ongoing	<ul style="list-style-type: none"> January 27th: New Social Media initiative: Presentation/discussion led by C. LaPointe Selected members will be participating in the CHATT PLANNING Learning Collaborative co-hort to develop a formal recruitment and retention plan. Updates to follow.
6	Membership Application Process: Update Application Interview Questions	Update application interview questions to a more condensed and community friendly format; strategize ways to streamline the interview process	April-May/2022	
7	Review Membership to Ensure PIR	Review membership to ensure PIR is reflected throughout the membership, to include Alternate seat review, seat changes, attendance	Quarterly	
8	Attendance Review	Review Attendance Matrix Quarterly	Quarterly	



2022 MEMBERSHIP ROSTER | UPDATED 2.4.22

SEAT NO.	MEMBERSHIP SEAT	Commissioners Seated	Committee Assignment	COMMISSIONER	AFFILIATION (IF ANY)	TERM BEGIN	TERM ENDS	ALTERNATE
1	Medi-Cal representative			Vacant		July 1, 2021	June 30, 2023	
2	City of Pasadena representative	1	EXC SBP	Erika Davies	City of Pasadena Department of Public Health	July 1, 2020	June 30, 2022	
3	City of Long Beach representative	1	OPS	Everardo Alvizo, LCSW	Long Beach Health & Human Services	July 1, 2021	June 30, 2023	
4	City of Los Angeles representative	1	PP	Ricky Rosales	AIDS Coordinator's Office, City of Los Angeles	July 1, 2020	June 30, 2022	
5	City of West Hollywood representative	1	PP&A	Derek Murray	City of West Hollywood	July 1, 2021	June 30, 2023	
6	Director, DHSP	1	EXC PP&A	Mario Pérez, MPH	DHSP, LA County Department of Public Health	July 1, 2020	June 30, 2022	
7	Part B representative	1	PP&A	Karl Halfman, MA	California Department of Public Health, Office of AIDS	July 1, 2020	June 30, 2022	
8	Part C representative	1	EXC PP&A	Frankie Darling Palacios	Los Angeles LGBT Center	July 1, 2020	June 30, 2022	
9	Part D representative	1	SBP	Mikhaela Cielo, MD	LAC + USC MCA Clinic, LA County Department of Health Services	July 1, 2021	June 30, 2023	
10	Part F representative	1	PP	Jerry D. Gates, PhD	Keck School of Medicine of USC	July 1, 2020	June 30, 2022	
11	Provider representative #1	1	OPS	Carlos Moreno	Children's Hospital Los Angeles	July 1, 2021	June 30, 2023	
12	Provider representative #2			Vacant		July 1, 2020	June 30, 2022	
13	Provider representative #3	1	SBP	Harold Glenn San Agustin, MD	JWCH Institute, Inc.	July 1, 2021	June 30, 2023	
14	Provider representative #4	1	PP&A	LaShonda Spencer, MD	Charles Drew University	July 1, 2020	June 30, 2022	
15	Provider representative #5	1	SBP	Thomas Green	APAIT/Special Services for Groups (SSG)	July 1, 2021	June 30, 2023	
16	Provider representative #6	1	PP&A	Anthony Mills, MD	Men's Health Foundation	July 1, 2020	June 30, 2022	
17	Provider representative #7	1	EXC OPS	Alexander Luckie Fuller	Antioch University	July 1, 2021	June 30, 2023	
18	Provider representative #8	1	PP	Martin Sattah, MD	Rand Shrader Clinic, LA County Department of Health Services	July 1, 2020	June 30, 2022	
19	Unaffiliated consumer, SPA 1			Vacant		July 1, 2021	June 30, 2023	Damone Thomas (PP&A)
20	Unaffiliated consumer, SPA 2			Vacant		July 1, 2020	June 30, 2022	
21	Unaffiliated consumer, SPA 3			Vacant		July 1, 2021	June 30, 2023	Alasdair Burton (PP)
22	Unaffiliated consumer, SPA 4			Vacant		July 1, 2020	June 30, 2022	Rene Vega (SBP)
23	Unaffiliated consumer, SPA 5	1	EXC SBP	Kevin Stalter	Unaffiliated Consumer	July 1, 2021	June 30, 2023	
24	Unaffiliated consumer, SPA 6			Vacant		July 1, 2020	June 30, 2022	Reba Stevens (SBP)
25	Unaffiliated consumer, SPA 7			Vacant		July 1, 2021	June 30, 2023	Mallery Robinson (SBP)
26	Unaffiliated consumer, SPA 8	1	PP&A	Kevin Donnelly	Unaffiliated Consumer	July 1, 2020	June 30, 2022	
27	Unaffiliated consumer, Supervisorial District 1			Vacant		July 1, 2021	June 30, 2023	Michele Daniels (OPS)
28	Unaffiliated consumer, Supervisorial District 2			Vacant		July 1, 2020	June 30, 2022	
29	Unaffiliated consumer, Supervisorial District 3	1	SBP	Joshua Ray (LOA)	Unaffiliated Consumer	July 1, 2021	June 30, 2023	Eduardo Martinez (SBP/PP)
30	Unaffiliated consumer, Supervisorial District 4			Vacant		July 1, 2020	June 30, 2022	Isabella Rodriguez (PP)
31	Unaffiliated consumer, Supervisorial District 5			Vacant		July 1, 2021	June 30, 2023	
32	Unaffiliated consumer, at-large #1	1	PP&A	Guadalupe Velazquez (LOA)	Unaffiliated Consumer	July 1, 2020	June 30, 2022	
33	Unaffiliated consumer, at-large #2	1	OPS PP&A	Joseph Green	Unaffiliated Consumer	July 1, 2021	June 30, 2023	
34	Unaffiliated consumer, at-large #3	1	PP&A	Felipe Gonzalez	Unaffiliated Consumer	July 1, 2020	June 30, 2022	
35	Unaffiliated consumer, at-large #4	1	EXC	Bridget Gordon	Unaffiliated Consumer	July 1, 2021	June 30, 2023	
36	Representative, Board Office 1	1	PP&A	Al Ballesteros, MBA	JWCH Institute, Inc.	July 1, 2020	June 30, 2022	
37	Representative, Board Office 2	1	EXC	Danielle Campbell, MPH	UCLA/MLKCH	July 1, 2021	June 30, 2023	
38	Representative, Board Office 3	1	EXC PP SBP	Katja Nelson, MPP	APLA	July 1, 2020	June 30, 2022	
39	Representative, Board Office 4	1	EXC OPS SBP	Justin Valero, MA	No affiliation	July 1, 2021	June 30, 2023	
40	Representative, Board Office 5			Vacant		July 1, 2020	June 30, 2022	
41	Representative, HOPWA	1	PP&A	Jesus Orozco	City of Los Angeles, HOPWA	July 1, 2021	June 30, 2023	
42	Behavioral/social scientist	1	EXC PP	Lee Kochems	Unaffiliated Consumer	July 1, 2020	June 30, 2022	
43	Local health/hospital planning agency representative			Vacant		July 1, 2021	June 30, 2023	
44	HIV stakeholder representative #1	1	SBP	Grissel Granados, MSW	Children's Hospital Los Angeles	July 1, 2020	June 30, 2022	
45	HIV stakeholder representative #2	1	SBP	Paul Nash, CPsychol AFBPsS FHEA	University of Southern California	July 1, 2021	June 30, 2023	
46	HIV stakeholder representative #3	1	OPS	Juan Preciado	Northeast Valley Health Corporation	July 1, 2020	June 30, 2022	
47	HIV stakeholder representative #4	1	SBP	Ernest Walker	Men's Health Foundation	July 1, 2021	June 30, 2023	
48	HIV stakeholder representative #5	1	PP	Gerald Garth, MS	Los Angeles LGBT Center	July 1, 2020	June 30, 2022	
49	HIV stakeholder representative #6	1	PP	Felipe Findley, PA-C, MPAS, AAHIVS	Watts Healthcare Corp	July 1, 2021	June 30, 2023	
50	HIV stakeholder representative #7	1	PP&A	William D. King, MD, JD, AAHIVS	W. King Health Care Group	July 1, 2020	June 30, 2022	
51	HIV stakeholder representative #8	1	OPS SBP	Miguel Alvarez	No affiliation	July 1, 2020	June 30, 2022	
TOTAL:		37						

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

Overall total: 45

Planning Council/Planning Body Reflectiveness (Updated 2.4.22)

(Use HIV/AIDS Prevalence data as reported FY 2020 Application)

Race/Ethnicity	Living with HIV/AIDS in EMA/TGA*		Total Members of the PC/PB		Non- Aligned Consumers on PC/PB	
	Number	Percentage**	Number	Percentage**	Number	Percentage**
White, not Hispanic	13,965	27.50%	12	26.67%	5	50.00%
Black, not Hispanic	10,155	20.00%	12	26.67%	2	20.00%
Hispanic	22,766	44.84%	18	40.00%	3	30.00%
Asian/Pacific Islander	1,886	3.71%	3	6.66%	0	0.00%
American Indian/Alaska Native	300	0.59%	0	0.00%	0	0.00%
Multi-Race	1,705	3.36%	0	0.00%	0	0.00%
Other/Not Specified	0	0.00%	0	0.00%	0	0.00%
Total	50,777	100%	45	100%	10	100%
Gender						
Gender	Number	Percentage**	Number	Percentage**	Number	Percentage**
Male	44,292	87.23%	31	68.89%	7	70.00%
Female	5,631	11.09%	11	24.44%	3	30.00%
Transgender	854	1.68%	3	6.67%	0	0.00%
Unknown	0	0.00%	0	0.00%	0	0.00%
Total	50,777	100%	45	100%	10	100%
Age						
Age	Number	Percentage**	Number	Percentage**	Number	Percentage**
13-19 years	122	0.24%	0	0.00%	0	0.00%
20-29 years	4,415	8.69%	2	4.44%	1	10.00%
30-39 years	9,943	19.58%	18	40.00%	2	20.00%
40-49 years	11,723	23.09%	10	22.22%	0	0.00%
50-59 years	15,601	30.72%	8	17.78%	6	60.00%
60+ years	8,973	17.67%	7	15.56%	1	10.00%
Other	0	0.00%	0	0.00%	0	0.00%
Total	50,777	99.99%	45	100%	10	100%

**Percentages may not equal 100% due to rounding. **
(Includes alternates)