



LOS ANGELES COUNTY COMMISSION ON HIV

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EXECUTIVE COMMITTEE MEETING MINUTES

January 23, 2017



MEMBERS PRESENT	MEMBERS ABSENT	PUBLIC	COMMISSION STAFF
Bradley Land, Co- Chair	Joseph Cadden, MD	Edd Cockrell	Cheryl Barrit, MPIA
Ricky Rosales, Co-Chair	Grissel Granados, MSW	Bridget Gordon	Dawn McClendon
Jason Brown	Anthony Mills, MD	Katja Nelson	Carolyn Echols-Watson
Kevin Donnelly		Uyen Kao, MPH	Doris Reed
Aaron Fox, MPM			Dina N. Jauregui
Juan Rivera			
Kevin Stalter			
Will Watts, Esq.			DHSP STAFF/PARLIAMENTARIAN
			James Stewart

CONTENTS OF COMMITTEE PACKET:

- 1) **Agenda:** Executive Committee Meeting Agenda, 1/23/2017
- 2) **Minutes:** Executive Committee Meeting Minutes, 11/28/2016
- 3) **Applications:** Commission Membership Applications for Ace Robinson, MPH and Matthew Emons, MD, MBA
- 4) **Flyer:** January 2017 – February 2017 Community Listening Sessions

1. **CALL TO ORDER:** Co-Chair Bradley Land called the Executive Committee meeting to order at 1:00 p.m. at the Los Angeles County Commission on HIV Office (COH). Attendees introduced themselves.
2. **APPROVAL OF THE AGENDA:**
MOTION #1: Approve the Agenda Order (*Passed by Consensus*).
3. **APPROVAL OF THE MEETING MINUTES:**
MOTION #2: Approve the Executive Meeting Minutes for 11/28/2016 (*Passed by Consensus*)
4. **PUBLIC COMMENT (Non-Agendized or Follow-Up):**
 - Mr. Cockrell expressed a dissatisfaction of the wrong terms used by the speaker at the last colloquium presentation.
 - Mr. Cockrell shared the challenges he experienced in receiving health services. He thanked a few people affiliated with the Commission for assisting him to get access to some services.
 - Mr. Cockrell suggested for the Standard and Best Practices Committee to explore the standards of care around removing barriers to access to services.
 - Mr. Rivera indicated that he has helped people get services. He informed members that there is a grievance process available to patients who are experiencing challenges in receiving health services.
5. **COMMITTEE COMMENT (Non-Agendized or Follow-Up):** No comments were provided.
6. **EXECUTIVE DIRECTOR'S REPORT:**
 - A. **2017 Colloquia Series**
Executive Director, Cheryl Barrit, introduced Ms. Kao to provide feedback from previous year's evaluations and to solicit ideas for topics in 2017.
 - Ms. Kao reported that an average rating of 4.5 out of 5 was the same for 2015 and 2016, compared to 4.3 in 2014. She noted that one interesting result is that in 2016, 70% of attendees indicated that they attended the Commission meeting specifically for the colloquia presentation compared to 20% in 2015. The overall total of attendees in 2016 was 630.
 - The highest rated topics in 2016 were: PrEP, the movie on Women and HIV which was presented in January, and the telenovela series, *Sin Verguenza*.
 - Executive Committee members suggested the following topics for the 2017 Colloquia Series:
 - HIV and Aging, particularly the isolation associated with aging and how negative HIV men are surviving.

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- ➡ Mr. Stalter will provide the name of the presenter that can speak on HIV and Aging.
- Health Disparities
- ➡ Ms. Barrit will send the video on health disparities from the PBS series, “Unnatural Causes” to Ms. Kao.
- Substance Abuse and HIV
- Mental Health and HIV
- Youth and HIV
- Housing from an HIV lens
- The current state of healthcare in the United States
- STIs
- Women and PrEP, specifically how women (vs. men) should be taking PrEP
- Age is Not a Condom Campaign by the AIDS Community Research Initiative of America (ACRIA)
- ➡ Mr. Stalter will email the name of the presenter for the Age is Not a Condom campaign to Ms. Kao.
- A comprehensive presentation on STIs, HIV and other public health issues by SPAs, specifically in SPAs 3,5 and 7
 - Mr. Rosales recommended collaborating with the Division of HIV and STD Programs for presentation on this topic.
- Sex Trafficking
 - Ms. Gordon referred to the presentation at the Women Caucus on sex trafficking by Ms. Crista Sacco from the East Los Angeles Women’s Center.
- Mr. Land recommended establishing a review process for the upcoming colloquia presentations to ensure that they are culturally competent.

B. 2017 Workplan

- Ms. Barrit shared her workplan for 2017. She indicated that she had an opportunity to review this with her Supervisor, Ms. Camille Townsend.
- Ms. Barrit explained that her performance evaluations are conducted by the Co-Chairs. As a practice, around that time, she asks her staff to submit feedback to Co-Chairs. She highlighted the following key priorities:
 - Develop prevention standards and special populations guidelines.
 - Implement at least one activity from each of the major goals of the Comprehensive HIV Plan (CHP).
 - Establish an HIV resource directory.
 - Continue supporting and assisting Commissioners who serve on the Integration Advisory Board (IAB).
 - Increase capacity of Commission staff and Commissioners.
- Ms. Barrit recognizes that the workplan will be a teamwork effort and looks forward to doing more great work for 2017.
- Mr. Cockrell praised Ms. Barrit for her contributions to the Commission. He has seen many positive changes.
- Ms. Barrit announced that the Board of Supervisors has appointed Dr. Barbara Ferrer as the new Director of the Department of Public Health. Her swearing-in ceremony is on February 6, 2017 at 2:30 p.m. The RSVP deadline is January 30, 2017 at 5 p.m. Ms. McClendon has already sent an email to all Commissioners providing this information. All Commissioners are invited; she encouraged them to attend.

7. CO-CHAIR’S REPORT:

- Mr. Rosales congratulated all the new Committee Co-Chairs. He also reminded members that nominations for the at-large seats on the Executive Committee will open at the next Commission meeting. The requirement is one-year service as a full Commissioner.
- ➡ The policy providing the requirements will be included in the commission packet.

8. DIVISION OF HIV AND STD PROGRAMS: None provided.

9. INTEGRATION ADVISORY BOARD REPORT (IAB)

- Ms. Gordon informed members that the next IAB meeting is set for Wednesday, January 25, 2017 at 1:00 p.m. IAB members will be reviewing a draft version of their report to the Board of Supervisors. Ms. Gordon will email the draft report to Ms. Barrit for her review and recommendations and encouraged Commissioners to provide feedback as well.

10. HOUSING TASK FORCE (HTF)REPORT

- Mr. Cockrell reported that the first Housing Taskforce meeting was held last week to discuss its vision, establish meeting dates and nominations for Co-Chairs. Mr. Cockrell, Mr. Goddard, and Ms. Rebecca Ronquillo accepted the nominations for Co-Chairs.
- The HTF will discuss strategies on how the COH can best position itself to address the housing needs of PLWHA.
- The meetings will be held on the fourth Wednesday of each month. The next meeting is set for February 22, 2017 from 10:00 a.m. to 12:00 p.m.
- Mr. Rosales reported that the City of Los Angeles rescinded the ordinance that criminalized sleeping or living in one’s car. This is effective January 7, 2017.
- ➡ Mr. Rosales will email the ordinance to Ms. Barrit.

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11. STANDING COMMITTEE REPORTS

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

(1) Listening Sessions Tier 3

- Mr. Brown reminded members regarding the upcoming listening sessions and referred them to the flyer in the packet. Members were encouraged to recruit participants for the listening sessions.

(2) MAI Plan and Master Directive

- The MAI Plan and the Master Directives were discussed at the last PP&A Committee meeting. The group is currently reviewing the documents and is set to approve it at the next meeting.

(3) Prevention Planning 2017

- Ms. Barrit informed members that the PP&A Committee is engaging in prevention-focused planning. At the February meeting, new data on syphilis will be reviewed along with prevention models from other jurisdictions.

B. Standards and Best Practices (SBP) Committee

- Ms. Barrit reported that the SBP Committee has four individuals reviewing the proposed updated standards: youth transitional case management, recently incarcerated/post-incarcerated, transitional case management, substance abuse treatment and substance abuse residential. Comments to COH by January 24, 2017. A 30-day public comment period will follow.
- Ms. Barrit informed members that the contract for the development of prevention standards was approved last week. In early February, COH will hold an initial project kick-off meeting with the contractor and staff. Ms. Barrit commended Ms. Reed recruiting expert review panel members.
- Mr. Land recommended having consumers participate on the expert panels.

C. Operations Committee

(1) Co-Chair Elections

- Mr. Stalter reported that the Operations Committee elected him and Commissioner Traci Bivens-Davis as Co-Chairs.

(2) Policies and Procedures

- Mr. Stalter reported that the Committee has been reviewing and revising some policies. The only policy brought before the Executive Committee is Policy # 08.2104, Transfer of Meeting Authority to the Parliamentarian in the Absence of Co-Chairs. The Operations Committee anticipates completion of the revisions of policies by June 2017.

(3) Membership Management

(a) Applications

- Mr. Stalter indicated that Committee welcomes applications year-round.
- Ms. Barrit added that membership applications are processed for an interview as soon as they are received. The interview panel consists of at least three Committee members, Ms. Barrit or Ms. McClendon. Qualified candidates who express their commitment to fulfilling the duties of a Commissioner are considered for an open seat.
- i) **MOTION #3** : New Member Application for Matthew F. Emons, MD, MBA for the Local Health/Hospital Planning Agency Representative (**Passed by Consensus**)
- ii) **MOTION #4** : New Member Application for Ace Robinson, MPH for the HIV Stakeholder Representative #2 seat (**Passed by Consensus**)
 - Executive Committee members agreed to combine motions 3 and 4 and move them to the full Commission for approval.

(b) Meeting Attendance

- Mr. Stalter commended COH staff for doing a great job in reviewing the attendance report for Commissioners. They will be making revisions and email the report to Commissioners on a quarterly basis.

(4). Training/Orientation

- The first training for Commissioners was held last week. Attendance is highly encouraged.

D. Public Policy Committee

- Mr. Watts reported that at the last meeting, the Public Policy Committee spent a significant amount of time discussing the uncertainty of the current political climate.
- He thanked Mr. Cockrell for stepping-up as the Co-Chair for the Housing Task Force.
- Executive Committee members expressed disappointment with their experience with the Office of AIDS, AIDS Drug Assistance Program (ADAP). They do not communicate effectively with Commissioners and consumers. Ms. Barrit reported that there was a letter sent that has been elevated to the California Department of Public Health Director Karen Smith and other elected officials.
 - Ms. Nelson reported that the issue has now made it in media reports. She encouraged members to continue pressuring OA to mitigate all technical, communication, and programmatic issues with ADAP.
 - Mr. Watts indicated that it is not necessary to make formal recommendations about this issue to the BOS at this time considering that the issue has been brought up with other elected officials.
 - Ms. Barrit suggested for COH to offer new solutions to the Office of AIDS in their response.

12. CAUCUS REPORTS

A. Consumer Caucus

- Mr. Donnelly reported that in December 2016, the Caucus discussed the Assessment of Administrative Mechanism. In January 2017, the Consumer Caucus held elections for a third Co-Chair and elected Commissioner Yolanda Sumpter. As

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Co-Chairs, they will be assisting Ms. Barrit with a secret shopper project, assessing the customer service skills of COH staff. Mr. Donnelly thanked Ms. Sabel Samone-Loreca for her service as past Co-Chair of the Consumer Caucus.

- Ms. Barrit commended the Consumer Caucus Co-Chairs for doing a wonderful job in terms of providing the space for members to debrief about the changes in the current political climate. It is important to be always mindful that when people fear something, it is legitimate. Mr. Donnelly indicated that the opportunity to share feelings, emotions, fears, builds community and provides a call to activism.

B. Transgender Caucus

- Ms. McClendon reported that the Transgender Caucus is at the beginning phases of planning for the next Transgender Summit. Last week's meeting was canceled.

C. Youth Caucus

- Mr. Cockrell informed members that the next Youth Caucus will be held on February 2, 2017 from 1:00 p.m. to 3:00 p.m. Mr. Cockrell encouraged members to recruit youth to attend the Youth Caucus meetings.

D. Women's Caucus

- Ms. Reed reported that at the last meeting, there was a representative from the East Los Angeles Women's Center (ELAWC) who delivered a presentation on human trafficking. The presenter highlighted the elevated risk for STIs/HIV and violence for victims of sex and human trafficking.
- Mr. Rosales indicated that his office commissioned a report on human trafficking for ELAWC. Mr. Rosales will email this report.
- Ms. Reed informed members that the National Women and Girls HIV /AIDS Awareness Day will be on March 10, 2017.

13. NEXT STEPS

A. New Member Training/Orientation:

- ➔ Ms. Barrit and Ms. McClendon will work with Ms. Kao to prepare for the 2017 colloquia. They will prioritize topics that complement and align with the planning efforts of the COH.
- ➔ Ms. Barrit and Ms. Echols-Watson will work on including prevention definitions and examples for the purposes of the prevention planning discussions in Priorities, Planning, and Allocations.
- ➔ COH staff will send the Youth Caucus invitation to Executive Committee members.

14. ANNOUNCEMENTS

- Mr. Donnelly acknowledged that Ms. Barrit's one-year anniversary with COH will be on February 16, 2017. Members thanked Ms. Barrit.
- Mr. Donnelly announced that Life Group LA will be having their seminar next weekend. He encouraged members to RSVP for the seminar. Mr. Green and Mr. Donnelly will be facilitators at the event.
- Mr. Stewart announced that his 17th anniversary with COH is in January.
- Mr. Cockrell announced that Impulse Los Angeles is hosting an International Condom event on February 13, 2017 at The Chapel West Hollywood. Community partners will provide free testing for HIV and STIs.

15. ADJOURNMENT

- The meeting adjourned at 2:22 pm