



LOS ANGELES COUNTY  
COMMISSION ON HIV



**APPROVED**

**3.25.21**

3530 Wilshire Boulevard, Suite 1140 • Los Angeles, CA 90010 • TEL (213) 738-2816 • FAX (213) 637-4748  
HIVCOMM@LACHIV.ORG • <http://hiv.lacounty.gov> ORG • 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.*

**EXECUTIVE COMMITTEE  
MEETING MINUTES**

January 28, 2021

MEMBERS PRESENT	MEMBERS ABSENT	PUBLIC (cont.)	COMM STAFF/ CONSULTANTS
Bridget Gordon, <i>Co-Chair</i>	Frankie Darling-Palacios	Jennifer Gjurashaj	Cheryl Barrit, MPIA
David Lee, MPH, LCSW, <i>Co-Chair</i>	Lee Kochems, MA	April Johnson, MA	Carolyn Echols-Watson, MPA
Raquel Cataldo		Eve Kelly	Catherine Lapointe
Michele Daniels	<b>PUBLIC</b>	Carlos Moreno	Dawn McClendon
Erika Davies	Danielle Campbell, MPH	LCDR Jose Antonio Ortiz, MPH	Jane Nachazel-Ruck
Joseph Green	Geneviève Clavreul, RN, PhD	Isabella Rodriguez, MA	Sonja Wright, MS, Lac
Katja Nelson, MPP	Pamela Coffey	Natalie Sanchez, MPH	
Mario Pérez, MPH	Kevin Donnelly	Robert Sowell	<b>DHSP STAFF</b>
Juan Preciado	Michelle Enfield	Axum Taylor	Julie Tolentino, MPH
Kevin Stalter	Thelma Garcia	Marissa Tonelli	Paulina Zamudio
Justin Valero, MA	Gerald Garth, MNM	Greg Wilson	

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

**CONTENTS OF COMMITTEE PACKET**

- 1) **Cover Page:** Executive Committee Virtual Meeting, 1/28/2021
- 2) **Agenda:** Executive Committee Meeting Agenda, 1/28/2021
- 3) **Minutes:** Executive Committee Meeting Minutes, 11/30/2020
- 4) **Code:** Code of Conduct, 4/11/2019
- 5) **Table:** HealthHIV IHAP-TAC, Planning Body Assessment Steps/Anticipated Timeline, 2020-2021
- 6) **Framework:** Los Angeles County Commission on HIV, Commitment to Racial Justice Framework, Draft 1/20/2021
- 7) **Table:** Los Angeles County Commission on HIV (COH) 2021 Master Work Plan, Draft/For Review and Discussion Only, 1/5/2021
- 8) **Report:** Los Angeles County Commission on HIV, Annual Report, January – December 2020, 2020: Rising Above the Challenge, Final Draft, For review, 1/28/2021
- 9) **Flyer:** Emergency Financial Assistance, 2021
- 10) **Roster:** 2021 Membership Roster, Updated 1/14/2021
- 11) **Membership Application:** Felipe Findley, PA-C, MPAS, AAHIVS, 12/7/2020
- 12) **Membership Application:** Gerald Garth, MNM, 10/23/2020
- 13) **Membership Application:** Isabella Rodriguez, MA, 1/4/2021
- 14) **Membership Application:** Reba Stevens, 10/5/2020
- 15) **Spreadsheet:** Ryan White Part A, MAI Year 30 and Part B YR 2 (2020) Expenditures by Service Categories, 1/18/2021
- 16) **List:** Planning, Priorities and Allocations Committee, Paradigms and Operating Values, Approved 1/19/2021
- 17) **Tool Kit:** Black/African American Community (BAAC) Task Force, Social Media Tool Kit, February 2021

**CALL TO ORDER-INTRODUCTIONS-CONFLICTS OF INTEREST:** Ms. Gordon called the meeting to order at 1:03 pm. Attendees introduced themselves and indicated their conflicts of interest, as pertinent.

**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 11/30/2020 Executive 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**

- Isabella Rodriguez, an applicant for membership appearing later on the agenda, noted speaking in the Operations Committee about her ambivalence towards HIV and how she felt that same ambivalence impacts marginalized communities. Providers think if a service is offered that people will access it, but may not understand factors and feelings that may cause people to make a different decision than what might be expected.
- There was discussion at Operations on how to foster more inclusive participation, but the application only offers trans choices of male to female or female to male whereas nonbinary will likely be the youth of tomorrow. There are many other trans topics that would be helpful to address such as trans and disability. She looked forward to engaging in this work.

**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**

- ➡ Add agenda standing item on how to address and assess race. Human Relations Commission work will be under that item.

**IV. REPORTS**

**5. EXECUTIVE DIRECTOR/STAFF REPORT**

**A. IHAP Technical Assistance (TA) to Assess Planning Council (PC) Effectiveness**

**(1) HealthHIV Project Kick Off Presentation**

- Eve Kelly, Axum Taylor, and Marissa Tonelli presented a PowerPoint on the assessment HealthHIV was doing for the Commission to evaluate effectiveness of its structure, policies and procedures, recruitment and orientation, and whether planning was generating desired outcomes. HealthHIV has done several such assessments for states.
  - The process is in three basic phases. The first is engagement which was being completed now. Its goal is to work with the organization to ensure shared desires for the process and outcomes. The next phase will be the actual assessment and the third phase will provide recommendations to enhance organization effectiveness.
  - The whole body survey will launch in February. The anonymous survey is about 30 questions and should take 25 to 30 minutes to complete. HealthHIV will also do some six key informant interviews, e.g., one from each Committee. Final recommendations should be ready by June. The full presentation is on the Commission website.
  - Mr. Stalter asked about the anonymity of responses. Ms. Tonelli said responses will be aggregated in a report. For example, if a qualitative question asks about perceived successes and member recruitment is noted often then the report will summarize there were many comments on that – but not specific statements that might be identifiable.
- ➡ Agreed that HealthHIV would introduce the process at the February Commission Meeting and ideally launch the full body survey at that time. That Survey Monkey survey needs 90% to 100% participation to be most effective.

**B. Develop Strategies to Address Inequities/Inequalities, Biases, and Isms**

**(1) Los Angeles County (LAC) Human Relations Commission Introduction and Presentation**

- Ms. Barrit noted a main theme of feedback from the Annual Meeting discussion on race highlighted finding a way and skills to engage in productive and healing dialogue. The Human Relations Commission offers resources to help Commissioners build profitable relationships, address differences of opinion, and embrace that process.
- April Johnson, MA and Robert Sowell are both trained mediators. Their goal is to promote better human relations in LAC by working to transform prejudice into acceptance, inequity into justice, and hostility into peace.

## Executive Committee Meeting Minutes

January 28, 2021

Page 3 of 7

---

- They work with a broad range of organizations, community partners, and law enforcement leaders including work towards equity in policing as well as to document, prevent, and respond to acts of hate countywide. They are part of the leadership group for the new LAC anti-racism, diversity, and inclusion initiative. They also manage the LAC resolution program countywide. They conduct training related to collaboration, prejudice, and adversity. They also have experience in facilitating difficult dialogue and training people to facilitate those conversations.
- They were especially interested in hearing directly from the group on how they could be helpful.
- Mr. Valero said this was his second year on the Commission. He finds that people are not here as a vanity project, but are truly involved in ending the epidemic. Sometimes that becomes a circular firing squad when the bigger picture is lost to a focus on things of lesser importance. Mr. Lee added that the Commission is a microcosm of the society around us. He felt strategies on how not to be distracted by some of those issues would be helpful.
- Ms. Gordon said the Commission does not know how to have a discussion on race – how to listen to each other and engage in a healthy way. Tools to facilitate listening and engaging with each other that foster empathy are critical. Commission data shows how critical addressing race is to assure survival.
- Mr. Donnelly noted the Commission deals with significant intersectionality regarding HIV and Sexually Transmitted Infections (STIs). He would like sexual matters addressed as well since they sometimes hinder discussion.
- Ms. Gordon recommended reading aloud pages from *So You Want to Talk About Race* as a group activity.
- Mr. Valero was concerned about optics of the Commission endorsing a book in a general meeting. Reading it as part of a retreat focused on the topic might be better. Mr. Sowell felt the issue can be addressed by a disclaimer.
- Mr. Pérez felt the book was consistent with issues deliberated at the Commission and reading it held no harm.
- ➡ Mr. Sowell encouraged people to submit additional comments by 2/2/2021. They can include observations in the Chat or email them to [AJohnson@wdacs.lacounty.gov](mailto:AJohnson@wdacs.lacounty.gov) or [RSowell@wdacs.lacounty.gov](mailto:RSowell@wdacs.lacounty.gov). They will bring back a summary of what they understand the Commission would like assistance in accomplishing, e.g., what it will take to have candid, productive conversations on race and other critical issues. Then pertinent trainings can be selected.
- ➡ Staff will update the Commission on the *So You Want to Talk About Race* book activity, as noted.

**MOTION #2A: (Gordon/Green)** Approve purchase of *So You Want to Talk About Race* by Ljeoma Oluo for all Commissioners and read 10 pages aloud at each Commission or Committee meeting until finished (**Passed: Yes** - Davies, Green, Nelson, Pérez, Stalter, Gordon, Lee; **No** - none; **Abstentions** - Valero).

### C. Commission/County Operational Updates

- (1) **Jane Nachazel-Ruck Retirement:** Ms. Barrit announced that Ms. Nachazel-Ruck will cover meetings through February and retire on 3/31/2021. A send-off was planned for her last Commission Meeting on 2/11/2021. She acknowledged her long service and commitment to this work.

### D. 2021 Commission Work Plan

- Ms. Barrit reviewed the Work Plan in the packet. She was still seeking consultants for EHE strategic planning over the next five to ten years as well as the EHE engagement tool kit for Commissioners.
- Committee Work Plans were also in the development process. Committees were being asked to consider Commissioner and staff capacity as well as the impact of the ongoing pandemic.

### E. 2020 Annual Report to the Board of Supervisors (Board)

- Ms. Barrit called attention to the Annual Report to the Board in the packet. Additional feedback should be submitted soon as the final draft will go to the Commission at the 2/11/2021 meeting and then to the Board.
- People can be proud of how much the Commission accomplished last year especially in so challenging an environment.

### F. Ending the HIV Epidemic (EHE) and Commission Activities

- Ms. Barrit reported the EHE Steering Committee would meet 1/29/2021. She will attend with Mr. Ballesteros who is the Commission's representative. It is important to ensure Commission alignment with and participation in that group.
- Ms. Gordon urged all to consider priorities in each area to best use the limited Commissioner and staff capacity.

## 6. CO-CHAIR REPORT

- A. **1/11/2021 Commission Meeting Follow Up and Feedback:** There were no additional comments.

B. **Commission Task Forces Review, Follow Up and Next Steps**

- Ms. Gordon noted the Commission is reviewed annually by County Counsel to ensure it is following its Bylaws.
- As part of that, task forces are reviewed. By definition, they are assigned a specific task and are disbanded after that.

## Executive Committee Meeting Minutes

January 28, 2021

Page 4 of 7

---

- Ms. Barrit noted the Aging Task Force has not yet completed its recommendations. It was scheduled to meet 2/2/2021.
- Mr. Wilson, Co-Chair, said he and Ms. Daniels, Co-Chair, Black/African American Community (BAAC) Task Force, would like to extend their Task Force for one year. They are engaged in developing recommendations for each Committee.
- Mr. Valero asked why BAAC did not shift to a caucus with no time limit. Mr. Wilson felt a Task Force was more urgent. This was discussed at the BAAC Task Force itself and the body wished to remain a Task Force.
- ➡ The Aging Task Force will consider whether to extend its charge or not at its 2/2/2021 meeting. That decision will come forward to the February Executive Committee for review.

**MOTION #2B: (Gordon/Green)** Extend the BAAC Task Force for one year to continue work on summary recommendations, suggest recommendations for the Commission/Committee bodies, and engage in strategic partnership to track recommendations into work and measure the impact of their incorporation into the Commission (**Passed by Consensus**).

- C. **2021 Committee Open Nomination and Elections Preparation:** Committee Co-Chair elections were as follows: PP&A – Raquel Cataldo and Frankie Darling-Palacios; SBP – Erika Davies and Kevin Stalter; Public Policy – Katja Nelson and Lee Kochems; Operations, Carlos Moreno and Juan Preciado.
- D. **At Large Executive Committee Member Open Nominations - REMINDER and ONGOING:** One seat remains open.

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

#### A. Fiscal, Programmatic, and Procurement Updates

- Mr. Pérez reported DHSP received a Notice of Award (NOA) from the Health Resources and Services Administration (HRSA). Congress was still operating under a Continuing Resolution (CR) so the NOA is for a partial formula award of a little over \$10 million: \$9.222 million for Ryan White Part A and \$828,990 for the Minority AIDS Initiative (MAI). HRSA has not yet scored the application so the competitive supplemental award was not expected until around March.
- At this point, it was hard to predict whether the final award will reflect an increase, decrease, or stable funding. The full combined Part A and MAI award is normally in the \$40 millions.

#### (1) Emergency Financial Assistance (EFA) Updates

- There have been 27 applications with no denials to date – 14 via Alliance for Housing and Healing (Alliance) and 13 via Housing For Health (HFH). Checks are processed in about two weeks. Six people received checks this week.
- DHSP's Medical Care Coordinator (MCC) partners have had many more questions about the program than they have expressed before. In response, Paulina Zamudio and the team was setting up individual MCC meetings to ensure everyone understands the nature of the program and how to submit applications. A meeting with MCC teams on 1/27/2021 also went over some basic questions that had been raised.
- Separately, DHSP will begin to train Benefits Specialty providers by the second week of February. There have also been some follow-up requests by some providers for training so DHSP will be doing that as well.
- A few clients have contacted Alliance or HFH directly. DHSP has requested they keep an inquiry log to track issues.
- Ms. Sanchez asked if there were any plans to shorten the application. Mr. Pérez suggested people let DHSP know if they felt there were specific things DHSP should be asking. DHSP has worked closely with the Alliance to develop the application. In fact, it was modeled closely on applications Alliance has used.
- One sticky point appears to be the W-9s that need to be generated for landlords. For example, if a client needs help paying rent and the landlord is paid funds through the EFA then the landlord needs to complete a W-9. That is a legal requirement for the financial transaction between LAC and the landlord. The team has reviewed options to resolve the issue within the law, but it still appears to be an issue at times.
- Mr. Stalter noted President Joseph Biden recently signed an Executive Order that all agencies do everything possible to push aid out. He felt the Commission should go on record asking the federal government to waive the payer-of-last-resort requirement for this program nationwide. Mr. Pérez replied DHSP was unaware of payer-of-last-resort issues regarding EFA, but Mr. Stalter said he had been told that he had to apply everywhere else before being eligible, e.g., to Housing Opportunities for Persons With AIDS (HOPWA).
- Mr. Pérez said, in fact, the only preclusion for this EFA program is that a client cannot receive both EFA and, e.g., HOPWA, for the same month's rent. A client could, however, receive rental assistance from, say, HOPWA for January, and then receive EFA rental assistance for February, March, and April. Clients should not be told to apply at other programs first. Contact DHSP if there are problems.
- Ms. Sanchez requested a PowerPoint that staff could use to educate clients on the EFA process. Mr. Pérez said DHSP can provide that, but was expecting Alliance and HFH to be the central contact point on these transactions.

As part of its one-on-one meetings with MCC teams, DHSP will assess team capacity to effectively help the consumers that DHSP is paying them to help. It is also becoming clear to DHSP that an MCC team challenged by EFA applications will also be challenged to facilitate other needed support services such as mental health.

- Some 40% of Ryan White Ambulatory Outpatient Medical (AOM) clients are designated “self-care” and need just an annual MCC check-in, not full engagement. Even so, the clinic’s MCC team should help a client who needs EFA.
- Clients not enrolled in such an AOM team, e.g., a Kaiser Permanente client, will not have access to an MCC team since DHSP does not fund them at such entities now. Instead, they can call Alliance or HFH directly.

**B. Ending the HIV Epidemic (EHE) Activities + Updates**

- Ms. Tolentino said she would give a more comprehensive PowerPoint update at the 2/11/2021 Commission Meeting.
- DHSP trained its HIV testing contractors on self-test kits on 1/27/2021. It will be pushing kits out to interested agencies. Regarding data, forms A and B were being collected.
- DHSP is also emphasizing partnership development in areas like mental health and Syringe Exchange Programs (SEPs).

**8. STANDING COMMITTEE REPORTS**

**A. Operations Committee**

- Mr. Green was pleased to announce Carlos Moreno and Juan Preciado were elected Operations Committee Co-Chairs for 2021. He chose to step down as Co-Chair, but will remain on the Committee.
- Ms. Gordon complemented him for taking the Committee to a whole new level and congratulated the new Co-Chairs.

**(1) Membership Management:**

- Mr. Green reminded the body that mentors/collaborative partners would be needed for the amazing candidates coming onto the Commission. Interested members were urged to contact staff.
- In other activity, Operations approved the distribution of attendance warning letters to a few Commissioners who were in violation of attendance standards. In addition, final warning letters were approved for two Commissioners whose seats are scheduled to be vacated at the next meeting due to lack of attendance and response to inquiries.

**(a) New Member Applicant Interviews:** There was no report.

**(b) New Member Applications:** Mr. Green reported all the candidates presented received unanimous endorsements from their interview panels and the Operations Committee.

**(i) Felipe Findley, PA-C, MPAS, AAHIVS**

- Ms. Campbell reported Mr. Findley’s application was most highly recommended. He has been a member of the Service Planning Area (SPA) 6 community, a community organizer, and a provider serving some of the most affected populations in LAC. He is invested in the betterment of the community.

**MOTION #3:** Approve New Member Applicant, Felipe Findley, PA-C, MPAS, AAHIVS, and elevate to the 2/11/2021 Commission on HIV Meeting for approval, as presented (**Passed: Yes** - Daniels, Green, Nelson, Pérez, Valero, Gordon, Lee; **No** - none; **Abstentions** - none).

**(ii) Gerald Garth, MNM**

- Mr. Green noted Mr. Garth is Director, Programs and Operations, AMAAD Institute. Mr. Moreno was on the interview panel and felt he displayed a wealth of knowledge, connection to the community, and impressive resume. He is highly recommended.
- Mr. Garth was glad to be here and looked forward to join in the hard work being done by the Commission.

**MOTION #4:** Approve New Member Applicant, Gerald Garth, MNM, and elevate to the 2/11/2021 Commission on HIV Meeting for approval, as presented (**Passed: Yes** - Daniels, Green, Nelson, Pérez, Valero, Gordon, Lee; **No** - none; **Abstentions** - none).

**(iii) Isabella Rodriguez, MA**

- Ms. Rodriguez said attending the meetings today has been eye opening. It has been interesting to see how the Commission works and she looked forward to working with the Commission.

**MOTION #5:** Approve New Member Applicant, Isabella Rodriguez, MA, and elevate to the 2/11/2021 Commission on HIV Meeting for approval, as presented (**Passed: Yes** - Daniels, Green, Nelson, Pérez, Valero, Gordon, Lee; **No** - none; **Abstentions** - none).

**(iv) Reba Stevens**

- Mr. Green reported Ms. Stevens is a community advocate. Ms. Gordon worked with her on the Integration Advisory Board. Ms. Gordon felt she had come to that work with a lot of curiosity and questions – an approach which can be very helpful for the Commission now.

## Executive Committee Meeting Minutes

January 28, 2021

Page 6 of 7

---

**MOTION #6:** Approve New Member Applicant, Reba Stevens, and elevate to the 2/11/2021 Commission on HIV Meeting for approval, as presented (**Passed: Yes** - Daniels, Green, Nelson, Pérez, Valero, Gordon, Lee; **No** - none; **Abstentions** - none).

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

(1) **DHSP Fiscal and Procurement Updates:** Ms. Barrit noted the Ryan White Expenditure Report in the packet for review.

(2) **Prevention Planning Activities:** There was no report.

#### (3) Substance Abuse Prevention and Control (SAPC) HIV/STD Related Programs

- SAPC representatives presented on three HIV-related programs: Student Wellness Centers with the Los Angeles Unified School District (LAUSD); Syringe Exchange Program (SEP); and Methamphetamine Task Force. Copies of the presentations are available on the Commission's website and can be emailed on request.

- Presentations like this inform PP&A's understanding of how planning efforts can be coordinated across programs.

#### (4) Paradigms and Operating Values

- Ms. Barrit noted these are used to guide Priority Setting and Resource Allocations (PSRA). The current iteration was in the packet for review. It reflects revisions to include the World Health Organization definition of Equity under Paradigms and the addition of Humility under Operating Values.

**MOTION #7:** Approve PP&A Committee Paradigms and Operating Values, as presented, and elevate to the 2/11/2021 Commission on HIV Meeting for approval (**Passed: Yes** - Daniels, Green, Nelson, Pérez, Valero, Gordon, Lee; **No** - none; **Abstentions** - none).

### C. Standards and Best Practices (SBP) Committee

(1) **Child Care Standards of Care (SOC) Update:** Ms. Barrit reported SBP was continuing to refine this SOC. It was waiting for results of DHSP's survey of providers serving a significant number of women of childbearing age to help inform the SOC. It will revisit the SOC at its 2/2/2021 meeting.

(2) **Universal SOC Update:** Final revisions were expected to be completed at the 2/2/2021 meeting. If so, the final draft will come to the 2/25/2021 Executive Committee for approval and forwarding to the March Commission meeting.

(3) **HIV Continuum Review:** There was no report.

(4) **Engaging Private Health Plans and Providers:** SBP was just starting a project to identify recommendations and best practices to engage private health plans and providers. This was aligned with EHE Plan community engagement.

### D. Public Policy Committee

#### (1) County, State, and Federal Policy and Legislation

- Ms. Nelson reported the Committee was reviewing its 2021 Policy Priorities and reaching out to the Commission Caucuses and Task Forces to help inform that work which will continue at its next meeting on 2/1/2021.

- It was also starting to build the 2021 Legislative Docket as well as track President Joseph Biden's COVID-19 efforts.

(2) **County, State, and Federal Budget:** There was no report.

## 9. CAUCUS, TASK FORCE, AND WORK GROUP REPORTS

### A. Aging Task Force - 2/2/2021, 1:00 - 3:00 pm

- Ms. Nelson will give an update at the next meeting on Governor Gavin Newsom's Master Plan for Aging that was released at the beginning of January 2021. The update will focus on key goals and the beginning of implementation.

### B. Black/African American Community (BAAC) Task Force - 2/22/2021, 1:00 - 3:00 pm

- Mr. Wilson reported a long discussion at the last meeting on whether to transition to a caucus or, as was determined, to request a one-year task force extension.

- The Co-Chairs had a pre-meeting with Mr. Pérez and Ms. Wright on the March meeting on recommendations for DHSP. The Task Force was also working to develop guidance, as requested, on recommendations for the various Committees.

- In honor of National Black HIV/AIDS Awareness Day (NBHAAD), the Task Force will launch a tool kit on 2/21/2021. It is designed to encourage participation and membership recruitment with a clear statement on who we are, the purpose of the Task Force, how it benefits the entire Black African American community, and how to become a member.

- The Task Force was also discussing its Co-Chair terms, and how and when to elect the next Co-Chairs.

### C. Consumer Caucus - 2/11/2021, 3:00 - 4:30 pm

- Mr. Moreno noted the 1/14/2021 meeting was the first of the year. Co-Chair nominations opened and several candidates introduced themselves to the body. Some candidates are Unaffiliated Consumers (UCs).

## Executive Committee Meeting Minutes

January 28, 2021

Page 7 of 7

---

- On 2/11/2021, the Caucus will review revisions to the draft digital Commission Application and the EFA process.

### **D. Women's Caucus - TBD**

- Ms. McClendon noted this Caucus met earlier in the week. It discussed development of its 2021 Work Plan including a 2021 Lunch and Learn Women and HIV series. It also discussed the new EFA SOC.
- The next meeting was being rescheduled.

**E. Transgender Caucus - 2/23/2021, 10:00 am - 12:00 noon:** There was no report as this will be the first meeting of the year.

### **V. NEXT STEPS**

**10. TASK/ASSIGNMENTS RECAP:** There were no additional items.

**11. AGENDA DEVELOPMENT FOR NEXT MEETING:** There were no additional items.

### **VI. ANNOUNCEMENTS**

**12. OPPORTUNITY FOR PUBLIC AND COMMITTEE TO MAKE ANNOUNCEMENTS:** There were no announcements.

### **VII. ADJOURNMENT**

**13. ADJOURNMENT:** The meeting adjourned at 3:31 pm in honor of Rabbi Alan Freeland, the founding Chair of the then Commission on AIDS, and an advocate for civil rights and social justice, who passed away on 1/6/2021.