



INLAND
EMPIRE
HIV
PLANNING
COUNCIL

172 W. Third St • San Bernardino, CA 92415-0010
(909) 841-1360
Website: www.iehpc.org

Riverside/San Bernardino California Transitional Grant Area

Maxwell Ohikhaure, MD
County Health Officer Co-Chair

Henry Nickel
Community Co-Chair

Council Development Committee

Thursday, November 1, 2012
9:30am-11:30am

Meeting Location
San Bernardino County
157 W. Fifth Street
Second Floor (Special Dist)
San Bernardino, CA
(909) 841-1360

Teleconferencing Location
Desert AIDS Project
Situation Room
1695 N. Sunrise Way
Palm Springs, CA 92262
(760) 323-2118

These facilities are in compliance with the Americans with Disabilities Act of 1992.

AGENDA

9:30

1. Call to Order

- Roll Call*
- Introductions

J. Houchen

2. Public Comments¹

Members of the Public

3. Members Privilege

PC Members

4. Approval of Agenda²

J. Houchen

5. Approval of Minutes²

5.1 Minutes of October 4, 2012

J. Houchen

6. Council Development Reports²

6.1 Council Development Reports

- A. Attendance Logs **
- B. CDC Report (A-1)
- C. Matrix for PC Membership Categories
- D. Reflectiveness of Non-Aligned Consumers and PC Members by Demographic Group
- E. Work Plan

Committee Members

6.2 Update on Prospective Members, Affiliations, Resignations, termination and Leave of Absences,

Reappointments		
<hr/>		
7. Old Business²		
7.1 Outline Council Strategy Session/Retreat		Committee Members
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8. New Business²		
8.1 Interviews (Two Candidates)		
8.2 Update on Marketing Consultant		
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9. Public Comments¹		Members of the Public
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10. Members Privilege		PC Members
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11. Review of Action Items		PC Staff
<hr/>		
12. Agenda Setting for Next Meeting		PC Members/ J. Houchen
January 2013		
<hr/>		
13. Roll Call*		PC Staff
<hr/>		
2:00	14. Adjournment	
		J. Houchen

¹ Public Comments: Any member of the public may address this meeting on items of interest that relate to the Ryan White CARE Act by completing a speaker slip to indicate their interest in addressing the Planning Council. A three-minute limitation will normally apply to each member of the public who wishes to comment, unless waived by the Chair.

² The agenda item may consist of a discussion and a vote. Public comments can be made prior to each Planning Council vote.

* Members must be present at both roll calls to receive credit for meeting attendance.

** Attachment was not available at time of printing, but will be available at the meeting.

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Servicios en Español: Notificación para servicios de intérprete deben de someterse setenta y dos horas de anticipo. Por favor llame (909) 841-1360.

2012 Planning Council Membership Attendance Log													
LEGEND:													
1 = Attended Meeting													
Blank space = Meeting Held, not attended													
NM = No Meeting Held													
. . . = Not Yet a Member													
LOA = Leave of Absence													
Via Teleconference/Videoconference													
DC = Disbanded Committee													
L/E = Arrived Late / Left Early													
NQ = No meeting held due to lack of attendees/member attended													
												*July PC = PS/RA Data Summit	
Member-HR	Committee Meeting	JAN	FEB	MAR	APR	MAY	JUN	JUL*	AUG	SEP	OCT	NOV	DEC
<i>Meeting locations by month</i>													
1	Batista Natalie San Bernardino Secretary	PC	1		1	1	1	1	1	1	1		
		EAM											
		Bylaws											
		Grievances											
		Planning		1	1	1	1		1			1	
		CDC			1	1						1	
		Finance											
		Standards		1		1							
		Empowerment	NM										
		CCC											
2	Bolton Robert San Bernardino	PC	1	1	1	1		1	1		1	1	
		EAM											
		Bylaws											
		Grievances											
		Planning					1						
		Finance											
		CDC											
		Standards											
		Empowerment	NM		1	1						1	
		CCC											
3	Bridges-Cobb State	PC		1		1			1		1		
4	Contreras Berta Riverside	PC	1	1		1	1	1		1	1	1	
		EAM											
		Finance											
		Bylaws											
		Grievances											
		Planning	1	1	1	1					NQ	1	
		CDC	1	1	1	1	1				1	1	
		Standards	1	1		1					1	1	
		Empowerment	NM										
		CCC	1	1	1	1						NQ	
5	Christenson Dana San Bernardino	PC	1	1	1	LOA	LOA		1	1	1	1	
		EAM											
		Bylaws											
		Grievances											
		Planning	1	1	1	1					NQ		
		Finance	1	1							1	1	
		CDC		1									
		Standards											
		Empowerment	NM	1	1						1	1	
		CCC											
6	Evans Terry Riverside	PC	1	1	1	1	1	1	1	1	1	1	
		EAM											
		Bylaws	1	1	1	1	1			1	1		
		Grievances											
		Finance		1	1					1			
		Planning		1									
		CDC	1	1	1	1	1			1	1		
		Standards	1	1	1	1					1	1	
		Empowerment	NM	1	1	1				NQ	1	1	
		CCC											

Member-HR	Committee Meeting	JAN	FEB	MAR	APR	MAY	JUN	JUL*	AUG	SEP	OCT	NOV	DEC
<i>Meeting locations by month</i>													
7	Fogelman Riverside	Burton	PC				1						
			EAM										
			Bylaws										
			Finance										
			Grievances										
			Planning										
			CDC										
			Standards						1				
			Empowerment	NM			1						
			CCC										
8	Ford-Watson San Bernardino	Lenora	PC	1	1	1	1	1	1	1	1		
			EAM			1	1	1					
			Bylaws	1	1	1	1	1				1	
			Grievances										
			Finance					1	1				
			Planning										
			CDC										
			Standards				1						
			Empowerment	NM		1							
			CCC		1	1	1					NQ	
9	French Riverside	Gregory	PC	1	1		1		1		1		
			EAM					1					
			Vice Chair										
			Finance		1					1		1	
			Bylaws	1									
			Grievances										
			Planning	1	1			1		1			
			CDC										
			Standards		1	1							
			Empowerment	NM	1		1						
			CCC	1	1							1	
10	Frykman Riverside	Dr. Eric EXEMPT	PC										
11	Hagan Riverside	Paul	PC						1	1	1	1	
			EAM										
			Bylaws										
			Finance										
			Grievances										
			Planning							1		1	
			CDC										
			Standards							1		1	
			Empowerment										
			CCC										
12	Haro Riverside	Amando	PC			1	1	1	1	1	1		
			EAM										
			Bylaws										
			Finance	1		1			1	1	1		
			Grievances										
			Planning										
			CDC	1		1	1	1	1		1	1	
			Standards										
			Empowerment	NM		1	1			NQ	1		
			CCC										
13	Harris Riverside	Carolyn	PC	1	1	1	1	1	1	1	1	1	
			EAM			1		1	1				
			Finance										
			Bylaws										
			Grievances										
			Planning	1	1	1	1	1		1	NQ	1	
			CDC										
			Standards										
			Empowerment	NM									
			CCC	1	1	1							
14	Houchen San Bernardino	Jason	PC	1	1				1	1	1		
			EAM										
			Bylaws	1	1								
			Grievances										
			Finance										
			Planning										
			CDC	1	1	1	1	1			1	1	
			Standards										
			Empowerment	NM									
			CCC			1	1						
15	Beams State	Nanci EXEMPT	PC									1	

Member-HR	Committee Meeting	JAN	FEB	MAR	APR	MAY	JUN	JUL*	AUG	SEP	OCT	NOV	DEC
<i>Meeting locations by month</i>													
16	J. Burns Riverside	Victoria	PC	1	1			1	1	1	1	1	
			EAM										
			Bylaws	1	1	1	1	1	1	1	1	1	
			Grievances										
			Planning										
			Finance										
			CDC										
			Standards										
			Empowerment	NM									
			CCC										
17	Nickel San Bernardino Co-Chair	Henry	PC	1	1	1	1	1	1	1	1	1	
			EAM										
			Bylaws				1						
			Grievances										
			Planning										
			Finance										
			CDC							1			
			Standards										
			Empowerment	NM									
			CCC										
19	Ohikhuare San Bernardino	Dr. Maxwell	PC	1	1	1	1	1	1			1	
20	Orr Riverside	Brandee	PC	1		1			1	1	1	1	
			EAM										
			Bylaws										
			Grievances										
			Planning		1	1		1	1		1		
			Finance										
			CDC										
			Standards		1	1	1			1		1	
			Empowerment	NM									
			CCC										
21	White San Bernardino	Lloyd	PC							1	1	1	
			EAM										
			Bylaws							1			
			Grievances										
			Planning								NQ		
			Finance										
			CDC							1	1	1	
			Standards										
			Empowerment								1	1	
			CCC										
22	Wahl Riverside	Doris	PC	1		1	1	1	1	1	1	1	
			EAM										
			Bylaws										
			Grievances										
			Planning	1	1	1	1	1	1		1		1
			Finance										
			CDC										
			Standards		1	1	1			1		1	
			Empowerment	NM									
			CCC										
23	Ziven Riverside	Alan	PC	1	1	1	1	1	1	1	1	1	
			EAM			1		1					
			Bylaws	1	1	1	1	1	1		1	1	1
			Grievances										
			Finance	1	1	1			1		1	1	1
			Planning		1			1		1			
			CDC	1		1			1				
			Standards	1	1	1	1			1	1	1	
			Empowerment	NM	1		1				1		
			CCC										
RESIGNATIONS													
1													
TERMINATIONS													
1	Burton Fogelmon												
2													



INLAND
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PLANNING
COUNCIL

Inland Empire HIV Planning Council
Council Development Committee Report
Date of Report: October 26, 2012

Membership Status			
The IEHPC Membership can total 18-32 members			
20 Current Members			
Riverside Region is currently represented by 8 members.			
San Bernardino is currently represented by 10 members.			
There is currently 2 member representing the State.			
Recent Resignations/ Terminations			
Member Names	County	Effective Date	
Burton Fogelman	Riverside	10/25/2012	
Request for Application			
Name	County	Date Sent	
Membership Applications Received			
Name	County	Date Received by PCS / Date Reviewed	
James Chan	Riverside	10/4/2012	10/5/2012
Applicants Attending Meetings			
Name	County	Committee Mtgs	Planning Council Mtgs
Danielle Huntsman	Riverside	2	2
Jason Calderilla	San Bernardino	2	2
Jeff Taylor	Riverside	2	2
Scheduled Interviews			
Name	County	Date of Interview	
Jason Calderilla	San Bernardino	11/1/2012	
Jeff Taylor	Riverside	11/1/2012	
BOS Approval in Process			
Name	County	Anticipated PC Approval Date	
Approved Leave of Absences			
Name	Leave Requested	Date Recieved/Date Returned	

Matrix for Planning Council Membership Categories - Riverside/San Bernardino, CA TGA

HRSA Copy

Mandated Categories of Representation and Reflectivness of the Epidemic in the TGA		Race/Ethnicity and Gender									
		White, Not Hispanic		Black, Not Hispanic		Hispanic		Asian/Pacific Islander		Am. Indian/Alaska Native	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
1	Healthcare providers, including Federally Qualified Health Centers	1									
2	CBOs serving affected populations and AIDS service organizations (ASOs).			1	1		1				
3	Social service providers, including housing and homeless services providers.						1				
4	Mental health providers.		1*								
5	Substance Abuse Providers		1*								
6	Local Public Health Agencies			1							
7	Hospital planning agencies or other health care planning agencies.		1								
8	Affected communities, including PLWH and historically underserved subpopulations.	3	1	1							
	Representative of a local Federally recognized Native American Tribe										
	Representative of individuals co-infected with HIV and Hepatitis	1									
9	Non-elected community leaders	1				1					
10	State Medicaid Agency				1						
11	State Part B Agency	1									
12	Part C grantees.										
13	Part D grantees, or if none present, representatives of organizations addressing the needs of children, youth, and families with HIV.			1							
14	Grantees of other Federal HIV programs, including HIV prevention programs						1				
15	Representatives of formerly incarcerated PLWH.										
TOTAL		7	3	4	2	1	3		0	0	0
TOTAL Non-Aligned PLWH		5	0	1	0	0	0		0	0	0

*one person fulfilling multiple reflectivness categories

Matrix for Planning Council Membership Categories - Riverside/San Bernardino, CA TGA

CDC Copy

		White, Not Hispanic		Black, Not Hispanic		Hispanic		Asian/Pacific Islander		Am. Indian/Alaska Native	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
1	Healthcare providers, including Federally Qualified Health Centers	1									
2	CBOs serving affected populations and AIDS service organizations (ASOs).			1	1		1				
3	Social service providers, including housing and homeless services providers.						1				
4	Mental health providers.		1*								
5	Substance Abuse Providers		1*								
6	Local Public Health Agencies			1							
7	Hospital planning agencies or other health care planning agencies.		1								
8	Affected communities, including PLWH and historically underserved subpopulations.	4	1	2			1				
	Representative of individuals co-infected with HIV and Hepatitis	1									
	Representative of a local Federally recognized Native American Tribe										
9	Non-elected community leaders	1				1					
10	State Medicaid Agency				1						
11	State Part B Agency	1									
12	Part C grantees.										
13	Part D grantees, or if none present, representatives of organizations addressing the needs of children, youth, and families with HIV.			1							
14	Grantees of other Federal HIV programs, including HIV prevention programs						1				
15	Representatives of formerly incarcerated PLWH.										
TOTAL		8	3	5	2	1	3		0	0	0
TOTAL Non-Aligned PLWH		5	0	2	0	0	0		0	0	0

*one person fulfilling multiple reflectiveness categories

- Not yet PC/Board approved

**Table 4: Reflectiveness of Non-aligned Consumers and
Planning Council Members by Demographic Group
CDC Copy**

TGA: Riverside/San Bernardino, California

Total Authorized Members according to the Bylaws:

Total Members as of October 26, 2012: 20
 Total Non-Aligned Consumers: 7
 Percent Non-Aligned Consumers: 35.0%

Race/Ethnicity	Living with HIV/AIDS in the TGA through 12/31/08		Members of the Planning Council		Non- Aligned Consumers on Planning Council	
	Number	Percent	Number	Percent	Number	Percent
White, not Hispanic	4537	54.2%	10	50.0	5	71.4
Black, not Hispanic	1404	16.8%	7	35.0	2	28.6
Hispanic	2220	26.5%	3	15.0	0	0.0
Asian/Pacific Islander	129	1.5%	0	0.0	0	0.0
American Indian/Alaska Native	48	0.6%	0	0.0	0	0.0
Multi-Race	30	0.4%	0	0.0	0	0.0
Not Specified	5	0.1%	0	0.0	0	0.0
Total	8373	100.0%	20	100.0	7	100.0
Gender						
Male	7196	85.9%	11	55.0	7	55.0
Female	1177	14.1%	9	45.0	0	45.0
Total	8373	100.0%	20	100.0	7	100.0

Note: Modes of transmission should be considered when constructing reflective PLWH membership, but are not required.

**Table 4: Reflectiveness of Non-aligned Consumers and
Planning Council Members by Demographic Group
HRSA Copy**

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Total	8373	100.0%	20	100.0	5	100.0

Note: Modes of transmission should be considered when constructing reflective PLWH membership, but are not required.

Planning Council Training Schedule and Workplan

Updated: 09/28/2012

<i>January</i>	<i>February</i>	<i>March</i>	<i>April</i>
	CCC Presentation	HOPWA (A. Brasier)	Priorities (Planning Committee)
			Directives (RWP)
<i>May</i>	<i>June</i>	<i>July</i>	<i>August</i>
Allocations (RWP)	PS&RA Process (Bylaws Committee)	Q&A Session (A. Fox)	Membership Recruitment
Comprehensive Plan (J. Valdez)	Unmet Need (RWP)		Planning Council Nomination Process
	Epidimiology (K. Woods)		
<i>September</i>	<i>October</i>	<i>November</i>	<i>December</i>
Planning Council Election Process	Review Planning Bylaws		

Other training possibilities, to be scheduled:

Comprehensive Plan

Review of Data

ARIES Training

Getting the Most out of the PS&RA

Grievance Procedures

HOPWA/Section 8

Membership Recruitment/Retention

Directives Training

Managing Scarcity Training Update

Leadership Conference Info/How Grps Interact



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Riverside/San Bernardino California Transitional Grant Area

Maxwell Ohikhaure, MD
County Health Officer Co-Chair

Henry Nickel
Community Co-Chair

Council Development Committee

Thursday, October 4, 2012
12:30pm-2:00pm

Meeting Location
Government Center
385 N. Arrowhead Ave
San Bernardino, CA
(909) 841-1360

Teleconferencing Location
Desert AIDS Project
1695 N. Sunrise Way
Palm Springs, CA 92262
(760) 323-2118

These facilities are in compliance with the Americans with Disabilities Act of 1992.

Minutes

Members: N. Bastiste, B. Contreras, J. Houchen, L. White, A. Ziven

PCS: A. Fox

Guests: S. Rigsby, M. Nunez

12:30

1. Call to Order

- Roll Call*
- Introductions

J. Houchen

2. Public Comments¹

Members of the Public

3. Members Privilege

N. Batiste announced that FAP just hosted its Rainbow Mix fundraiser. She also stated that the Housing Dept is now able to host and provide leadership trainings and for a host of topics.

PC Members

J. Houchen announced that he will be attending the Tenant Base Renter Assistance Program meetings at FAP, also to recruit members for the Council.

4. Approval of Agenda²

Motion: To approve the agenda.

J. Houchen

Motion/Second: N. Batiste, B. Contreras

Motion Carried.

5. Approval of Minutes²

5.1 Minutes of September 13, 2012

Motion: To approve the 9/13/12 Minutes.

J. Houchen

Motion/Second: B. Contreras, L. White

Motion Carried.

6. Council Development Reports²

6.1 Council Development Reports

A. Attendance Logs **

Motion: That the CDC recommend Dr. Fogelman be terminated from Council due to lack of attendance.

Motion/Second: L. White, B. Contreras

Motion Carried.

B. CDC Report (A-1)

C. Matrix for PC Membership Categories

D. Reflectiveness of Non-Aligned Consumers and PC Members by Demographic Group

E. Work Plan

Committee Members

6.2 Update on Prospective Members, Affiliations,

Resignations, termination and Leave of Absences

7. Old Business²

7.1 What Constitutes an Excused Absence?

Committee Members

8. New Business²

8.1 IEHPC Elections

8.2 Update on Marketing Consultant

8.3 Develop Outline for Council Retreat

9. Public Comments¹

Members of the Public

10. Members Privilege

PC Members

11. Review of Action Items

Add member attendance or lack of process to November Agenda

Schedule interviews for D. Huntsman, J. Cabrilla and J. Taylor for the November 2012 meeting.

Contact County Counsel regarding the Election Process and the fact that Riverside County does not have a Health Officer.

Review verbiage in Council that addresses Excused absences

Call Dr. Fogelman regarding his attendance.

PC Staff

12. Agenda Setting for Next Meeting

November 1, 2012

PC Members/ J. Houchen

13. Roll Call*

PC Staff

3:31pm

14. Adjournment

J. Houchen

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² The agenda item may consist of a discussion and a vote. Public comments can be made prior to each Planning Council vote.

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