



INLAND
EMPIRE
HIV
PLANNING
COUNCIL

351 N. Mt. View • San Bernardino, CA 92415-0100
(909) 693-0750
Website: www.iehpc.org

Riverside/San Bernardino California Transitional Grant Area

Maxwell Ohikhuare, MD
County Health Officer Co-Chair

Gregory French
Community Co-Chair

Council Development Committee

Thursday, April 4, 2013
11:00am-1:00pm

Meeting Location

Registrar of Voters
777 East Rialto Ave.
San Bernardino, CA 92415
(909) 693-0750

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

AGENDA

-
- | | | |
|----------------|--|-------------------|
| 11:00am | 1. Call to Order <ul style="list-style-type: none">▪ Roll Call*▪ Introductions | T. Evans/PC Staff |
|----------------|--|-------------------|
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- | | | |
|--|---------------------------------------|-----------------------|
| | 2. Public Comments¹ | Members of the Public |
|--|---------------------------------------|-----------------------|
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- | | | |
|--|-----------------------------|------------|
| | 3. Members Privilege | PC Members |
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- | | | |
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| | 4. Approval of Agenda² | T. Evans |
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- | | | |
|--|--|----------|
| | 5. Approval of Minutes²
5.1 Minutes of February 7, 2013 | T. Evans |
|--|--|----------|
-
- | | | |
|--|--|-------------------|
| | 6. Council Development Reports² <ul style="list-style-type: none">6.1 Attendance Logs (A-1)6.2 CDC Report (A-2)6.3 Matrix for PC Membership Categories (A-3)6.4 Reflectiveness of Non-Aligned Consumers and PC Members by Demographic Group (A-4)6.5 Work Plan (A-5) | Committee Members |
|--|--|-------------------|
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7. Old Business²		Committee Members
8. New Business²	8.1 Discuss the impact of Sequestration 8.2 Recruitment	Committee Members
9. Public Comments¹		Members of the Public
10. Members Privilege		PC Members
11. Review of Action Items		PC Staff
12. Agenda Setting for Next Meeting May 2, 2013, Location to be announced		PC Members/ T. Evans
13. Roll Call*		PC Staff
1:00pm	14. Adjournment	T. Evans

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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2013 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-Wyatt San Bernardino	Natalie	PC	1		1								
		EAM											
		Bylaws											
		Grievances											
		Planning	1	1	1								
		CDC	1	1									
		Finance											
		Standards											
2 Bolton San Bernardino	Robert	PC											
		EAM											
		Bylaws											
		Grievances											
		Planning											
		Finance											
		CDC											
		Standards											
3 Bridges-Cobb State	Claudette	PC	1	1									
	EXEMPT												
4 Contreras Riverside	Berta	PC	1	1	1								
		EAM	NM		1								
		Finance											
		Bylaws											
		Grievances											
		Planning	1	1	1								
		CDC	1	1	NQ								
		Standards	1	1	1								
5 Christenson San Bernardino Secretary	Dana	PC	1	1									
		EAM											
		Bylaws											
		Grievances											
		Planning											
		Finance	NM	1	1								
		CDC											
		Standards											
6 Evans Riverside Vice-Chair	Terry	PC	1	1	1								
		EAM			1								
		Bylaws	1	NM	NM								
		Grievances											
		Finance		1	1								
		Planning	1	1									
		CDC	1	1	NQ								
		Standards	1	1	1								
	Empowerment	NM	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 Kaiser Riverside	Cameron	PC	1		1								
		EAM											
		Bylaws											
		Finance											
		Grievances											
		Planning											
		CDC											
		Standards											
		Empowerment											
		CCC											
8 Ford-Watson San Bernardino	Lenora	PC	1	1	1								
		EAM											
		Bylaws	1	NM	NM								
		Grievances											
		Finance	NM	1	1								
		Planning											
		CDC											
		Standards											
		Empowerment											
		CCC	NM	NM	1								
9 French Riverside Community Co-chair	Gregory	PC	1	LOA	LOA								
		EAM											
		Finance											
		Bylaws											
		Grievances											
		Planning											
		CDC											
		Standards											
		Empowerment											
		CCC											
10 Hagan Riverside	Paul	PC	1	1	1								
		EAM											
		Bylaws											
		Finance											
		Grievances											
		Planning	1	1									
		CDC											
		Standards	1	1									
		Empowerment											
		CCC											
11 Haro Riverside	Amando	PC		LOA	LOA	LOA							
		EAM											
		Bylaws		NM									
		Finance											
		Grievances											
		Planning											
		CDC											
		Standards											
		Empowerment	NM	LOA	LOA	LOA							
		CCC											
12 Huntsman Riverside	Danielle	PC	1	1	1								
		EAM											
		Finance											
		Bylaws		NM	NM								
		Grievances											
		Planning	1										
		CDC											
		Standards	1	1	1								
		Empowerment											
		CCC											
13 Taylor Riverside	Jeff	PC	1	1	1								
		EAM											
		Bylaws											
		Grievances											
		Finance											
		Planning											
		CDC	1	1									
		Standards											
		Empowerment	NM	1	1								
		CCC											
14 Beams State	Nanci	PC			1								
	EXEMPT												

	Member-HR		Committee Meeting	JAN	FEB	MAR	APR	MAY	JUN	JUL*	AUG	SEP	OCT	NOV	DEC
<i>Meeting locations by month</i>															
15	Nickel	Henry	PC	1	1	1									
	San Bernardino		EAM												
			Bylaws												
			Grievances												
			Planning		1										
			Finance	NM	1	1									
			CDC												
			Standards												
			Empowerment												
			CCC												
16	Orr	Brande	PC	1	1	1									
	Riverside		EAM	NM	NM	1									
			Bylaws												
			Grievances												
			Planning	1		1									
			Finance												
			CDC												
			Standards	1	1	1									
			Empowerment												
			CCC	NM	NM	1									
17	Ohikhuare	Dr. Maxwell	PC		1	1									
	San Bernardino	EXEMPT													
18	White	Lloyd	PC	1	1	1									
	San Bernardino		EAM												
			Bylaws												
			Grievances												
			Planning	1	1										
			Finance		1										
			CDC		1										
			Standards		1										
			Empowerment			1									
			CCC												
19	Wahl	Doris	PC	1		1									
	Riverside		EAM												
			Bylaws												
			Grievances												
			Planning	1	1	1									
			Finance												
			CDC												
			Standards	1	1	1									
			Empowerment												
			CCC												
20			PC												
			EAM												
			Bylaws												
			Grievances												
			Planning												
			Finance												
			CDC												
			Standards												
			Empowerment												
			CCC												
23			PC												
			EAM												
			Bylaws												
			Grievances												
			Finance												
			Planning												
			CDC												
			Standards												
			Empowerment												
			CCC												
RESIGNATIONS															
1															
TERMINATIONS															
1															
2															

I:\PC Committees & Subcommittees\Committees 2013\CDC\Packet Docs\April\2013(Apr) IEHPC Attendance.xls
3/29/2013
3



**Inland Empire HIV Planning Council
Council Development Committee Report
Date of Report: February 25, 2013**

Membership Status			
The IEHPC Membership can total 18-32 members			
19 Current Members			
Riverside Region is currently represented by 11 members.			
San Bernardino is currently represented by 6 members.			
There is currently 2 member representing the State.			
Recent Resignations/ Terminations			
Member Names	County	Effective Date	
Request for Application			
Name	County	Date Sent	
Heather Cockerill	San Bernardino	2/25/2013	
Membership Applications Received			
Name	County	Date Received by PCS / Date Reviewed	
Applicants Attending Meetings			
Name	County	Committee Mtgs	Planning Council Mtgs
Scheduled Interviews			
Name	County	Date of Interview	
BOS Approval in Process			
Name	County	Anticipated PC Approval Date	
Approved Leave of Absences			
Name	Leave Requested	Date Recieved/Date Returned	
Amando Haro	3 months	2/21/2013	
Gregory French	3 months	3/6/2013	

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.	5		2							
	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			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										
15	Representatives of formerly incarcerated PLWH.										
TOTAL		8	4	5	2	1	2				
TOTAL Non-Aligned PLWH		4	0	2	0	0	0				

*one person fullfilling multiple reffectivness categories

$$\frac{22}{6}$$

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.	3		2							
	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					
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		5	4	4	2	1	2				
TOTAL Non-Aligned PLWH		4	0	2	0	0	0				

*one person fulfilling multiple reflectivness categories

- Not yet PC/Board approved

18
6

**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 March 8, 2013: 19
 Total Non-Aligned Consumers: 6
 Percent Non-Aligned Consumers: 31.6%

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	4	66.7
Black, not Hispanic	1404	16.8%	7	35.0	2	33.3
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	6	100.0
Gender						
Male	7196	85.9%	11	55.0	6	55.0
Female	1177	14.1%	9	45.0	0	45.0
Total	8373	100.0%	20	100.0	6	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**

TGA: Riverside/San Bernardino, California

Total Authorized Members according to the Bylaws:

Total Members as of March 8, 2013: 22

Total Non-Aligned Consumers: 8

Percent Non-Aligned Consumers: 36.4%

Race/Ethnicity	Living with HIV/AIDS in the TGA through 12/31/10		Members of the Planning Council		Non- Aligned Consumers on Planning Council	
	Number	Percent	Number	Percent	Number	Percent
White, not Hispanic	4537	54.2%	12	54.5	6	75.0
Black, not Hispanic	1404	16.8%	7	31.8	2	25.0
Hispanic	2220	26.5%	3	13.6	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%	22	100.0	8	100.0
Gender						
Male	7196	85.9%	14	63.6	8	63.6
Female	1177	14.1%	8	36.4	0	36.4
Total	8373	100.0%	22	100.0	8	100.0

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

Planning Council Training Schedule and Workplan

<i>Jan-13</i>	<i>Feb-13</i>	<i>Mar-13</i>	<i>Apr-13</i>
Affordable Care Act-All members	P&P's update-(Bylaws Committee)	Comprehensive Plan <i>(All members)</i>	Bylaws Update
Committee Structure Update <i>(PC Staff)</i>	Part 1- Preparing for PS&RA 2013 PC Structure and Values <i>(PC Staff)</i>	Part-2 Preparing for PS&RA 2013-RWP Basic Needs Assessment & Planning <i>(PC Staff)</i>	Part-3 Preparing for PS&RA 2013- COI, Directives, PS&RA process <i>(PC Staff)</i>
Required Documents & Available Forms- (PC Staff)			Office of AIDS- Medical Monitoring Rep
Review Roberts rules of Orders			
<i>May-13</i>	<i>Jun-13</i>	<i>Jul-13</i>	<i>Aug-13</i>
Part-4 Preparing for PS&RA 2013- Understanding Data Reports <i>(PC & RWP Staff)</i>	Members Recruitment/Retention	PS&RA Summit (potential)	PS&RA Summit (potential)
	Homeless Presentation-Tenative date June 27th		
<i>Sep-13</i>	<i>Oct-13</i>	<i>Nov-13</i>	<i>Dec-13</i>
Update all members 2013 RW Reauthorization	Nominate 2014 Council Leadership	Elect 2014 Council Leadership	PC not Scheduled to meet

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

New Member Training: Provided as new members are appointed

Clinical Quality Management

RW Services in Riverside/San

Bernardino CA TGA

Source Documents Review

HIV Comprehensive Plan

Bylaws

Needs Assessments

PC Policies and procedures (reimbursement for consumer members)

PC/ Grantee MOU



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Riverside/San Bernardino California Transitional Grant Area

Maxwell Ohikhuare, MD
County Health Officer Co-Chair

Gregory French
Community Co-Chair

Council Development Committee

Thursday, February 7, 2013
1:00pm-3:00pm

Meeting Location

SB County Special Districts
157 W. 5th St.
San Bernardino, CA 92415
(909) 693-0750

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

Minutes

Members: T. Evans, N. Batista-Wyatt, J. Taylor, L. White, B. Contreras

Guest: A. Ziven

Staff: A. Fox, M. Hoze

1:05pm

1. Call to Order

- Roll Call*
- Introductions

T. Evan/PC Staff

2. Public Comments¹

There were no public comments

3. Members Privilege

T. Evans thanked everyone for attending the meeting

PC Members

4. Approval of Agenda²

Motion to approve the agenda
Motion/Second: J. Taylor, L. White
Motion Carried.

T. Evans

5. Approval of Minutes²

5.1 Minutes of January 10, 2013
Motion to approve minutes
Motion/Second: J. Taylor, L. White
Motion Carried.

T. Evans

6. Council Development Reports²

- Members reviewed the attendance logs. There was discussion on the teleconferencing guidelines for meetings.
- It was recognized in the CDC report that there was a new applicant, R. Saenz and that an acknowledgement packet

Committee Members

- was mailed out.
- Committee members identified which committee members satisfied each category on the CDC Matrix. Areas where there was no representation were identified.

7. Old Business²

Committee Members

8. New Business²

Discussion of an upcoming presentation from Office of AIDS Surveillance Project and joint San Bernardino and Riverside County LIHP training.

9. Public Comments¹

N. Batista-Wyatt announced training "Increasing Cultural Competency for working with African Americans" being held February 25, 2013 at SB County Health Services Building Auditorium.

Members of the Public

10. Members Privilege

T. Evans announced documentary and panel discussion on the topic "What keeps me Hidden" held February 19, 2013 in Riverside

PC Members

11. Review of Action Items

Staff Will:

1. Send out information on re-entry meeting
2. Work on getting Council on the re-entry agenda to do a presentation
3. Update Council Website

PC Staff

12. Agenda Setting for Next Meeting

March 7, 2013

PC Members/ T. Evans

staff announced meeting locations are needed for meetings

13. Roll Call*

PC Staff

3:00pm

14. Adjournment

T. Evans

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