



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, August 15, 2013
10:30am-12:30pm

Meeting Location

Department of Public Health
351 N. Mt. View Ave., Basement
San Bernardino, CA 92415
(909) 693-0750

Teleconferencing Location***

Desert AIDS Project
1695 North Sunrise Way
Palm Springs, CA 92262-3707
(760) 323-2118

AGENDA

10:30am	1. Call to Order <ul style="list-style-type: none"> ▪ Roll Call* ▪ Introductions 	T. Evans/PC Staff
	2. Public Comments¹	Members of the Public
	3. Members Privilege	PC Members
	4. Approval of Agenda²	T. Evans
	5. Approval of Minutes² 5.1 Minutes of June 20, 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
	7. Old Business² 7.1 Recruitment	Committee Members

8. New Business²		
8.1 Interview new applicants		
S. Cromwell		
A. Donerson Jr.		
A. Lopez		Committee Members
C. Marks		
N. Molinar		
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 November 7, 2013		PC Members/ T. Evans
13. Roll Call*		PC Staff
12:30pm	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.

*** Teleconferencing will be disconnected if there are no participants on the line after 15 minutes.

Requests for special accommodations must be received 72 hours prior to the date of the meeting. Contact PC Support at (909) 693-0750.

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2013 Planning Council Membership Attendance Log													
LEGEND:													
1 = Attended Meeting													
Blank space = Meeting Held, not attended						NA= Notified Absence							
NM = No Meeting Held						UN= Unnotified Absence							
. . . = 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		NM	1	1				
		EAM											
		Bylaws											
		Grievances											
		Planning	1	1		1	1	1	NM				
		CDC											
		Finance											
		Standards											
		Empowerment											
		CCC											
2	Wahl Riverside	Doris PC	1		1	1	NM	1	1				
		EAM	NM	NM	1	1	NM	NM	NM				
		Bylaws											
		Grievances											
		Planning	1	1	1	1	NA	NA	NM				
		Finance											
		CDC											
		Standards	1	1	1	1	NM	NA	NM				
		Empowerment											
		CCC											
		Joined CCC in Mar			1	1	NQ	NA	NM				
3	Bridges-Cobb State	Claudette EXEMPT	1	1			NM	UA	NA				
4	Contreras Riverside	Berta PC	1	1	1		NM	1	1				
		EAM	NM	NM	1	NM	NM	NM	NM				
		Finance											
		Bylaws											
		Grievances											
		Planning	1	1	1	1	1	1	NM				
		CDC	1	1	NQ	1	1	1	NM				
		Standards	1	1	1	NM	NM	1	NM				
		Empowerment											
		CCC	NM	NM	1	1	NQ	1	NM				
5	Christenson San Bernardino Secretary	Dana PC	1	1		1	NM	1	1				
		EAM											
		Bylaws											
		Grievances											
		Planning											
		Finance	NM	1	1	1	NM	NM	NM				
		CDC											
		Standards											
		Empowerment	NM	1		1	NM	NM	NM				
		CCC											
6	Evans Riverside Vice-Chair	Terry PC	1	1	1	1	NM	1	1				
		EAM											
		Bylaws	1	NM	NQ	1	1	1	NM				
		Grievances	As needed										
		Finance											
		Planning											
		CDC	1	1	NQ	1	1	1	NM				
		Standards	1	1	1	NM	NM	1	NM				
		Empowerment	NM	1	1	1	1	NM	NM				
		CCC											

	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		NM	1	1					
	San Bernardino		EAM												
			Bylaws												
			Grievances												
			Planning	1	1	1		1	1	NM					
			Finance	NM	1	1	1	NM	NM	NM					
			CDC												
			Standards												
			Empowerment												
			CCC												
16	Orr	Brande	PC	1	1	1	1	NM	1	1					
	Riverside		EAM	NM	NM	1	1	NM	NM	NM					
			Bylaws												
			Grievances												
			Planning	1	1	1	1	NA	1	NM					
			Finance												
			CDC												
			Standards	1	1	1	NM	NM	1	NM					
			Empowerment												
			CCC	NM	NM	1	1	NQ	1	NM					
17	Ohikhuare	Dr. Maxwell	PC	1	1	1	1	NM	1	1					
	San Bernardino	EXEMPT													
18	White	Lloyd	PC	1	1	1	1	NM	1	1					
	San Bernardino		EAM												
			Bylaws												
			Grievances												
			Planning	1	1	1	1	1	1	NM					
			Finance	1	1		1	NM	NM	NM					
			CDC	1	1		1	1	1	NM					
			Standards												
			Empowerment		1	1	1	NM	NM	NM					
			CCC												
19			PC												
			EAM												
			Bylaws												
			Grievances												
			Planning												
			Finance												
			CDC												
			Standards												
			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															



**Inland Empire HIV Planning Council
Council Development Committee Report
Date of Report: August 7, 2013**

Membership Status			
The IEHPC Membership can total 18-32 members			
17 Current Members			
Riverside Region is currently represented by 10 members.			
San Bernardino is currently represented by 5 members.			
There is currently 2 member representing the State.			
Recent Resignations/ Terminations			
Member Names	County	Effective Date	
Request for Application			
Name	County	Date Sent	
Ramon Salas	Riverside	8/7/2013	
Membership Applications Received			
Name	County	Date Received by PCS / Date Reviewed	
S. Cromwell	San Bernardino	7/31/2013	8/1/2013
A. Donerson Jr.	Riverside	7/31/2013	8/1/2013
A. Lopez	San Bernardino	7/31/2013	8/1/2013
C. Marks	San Bernardino	7/31/2013	8/1/2013
N. Molinar	San Bernardino	7/31/2013	8/1/2013
Applicants Attending Meetings			
Name	County	Committee Mtgs	Planning Council Mtgs
S. Cromwell	San Bernardino	2	2
A. Donerson Jr.	Riverside	2	2
A. Lopez	San Bernardino	2	2
C. Marks	San Bernardino	2	2
N. Molinar	San Bernardino	2	2
Scheduled Interviews			
Name	County	Date of Interview	
S. Cromwell	San Bernardino	8/15/2013	
A. Donerson Jr.	Riverside	8/15/2013	
A. Lopez	San Bernardino	8/15/2013	
C. Marks	San Bernardino	8/15/2013	
N. Molinar	San Bernardino	8/15/2013	
BOS Approval in Process			
Name	County	Anticipated PC Approval Date	
H. Cockerill	San Bernardino	8/1/2013	
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		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					
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		5	4	5	2	1	2				
TOTAL Non-Aligned PLWH		4	0	2	0	0	0				

*one person fullfilling multiple relectivness 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.	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.		1								
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		5	5	4	2	1	2				19
TOTAL Non-Aligned PLWH		4	0	2	0	0	0				6

*one person fulfilling multiple reffectivness 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 August 7, 2013: 17

Total Non-Aligned Consumers: 6

Percent Non-Aligned Consumers: 35.3%

Race/Ethnicity	Living with HIV/AIDS in the TGA through 12/31/11		Members of the Planning Council		Non- Aligned Consumers on Planning Council	
	Number	Percent	Number	Percent	Number	Percent
White, not Hispanic	4300	52.8%	9	52.9	4	66.7
Black, not Hispanic	1336	16.4%	6	35.3	2	33.3
Hispanic	2284	28.0%	2	11.8	0	0.0
Asian/Pacific Islander	122	1.5%	0	0.0	0	0.0
American Indian/Alaska Native	41	0.5%	0	0.0	0	0.0
Multi-Race	56	0.7%	0	0.0	0	0.0
Not Specified	5	0.1%	0	0.0	0	0.0
Total	8144	100.0%	17	100.0	6	100.0
Gender						
Male	7196	88.4%	10	58.8	6	52.6
Female	1177	14.5%	9	52.9	0	47.4
Total	8373	102.8%	19	111.8	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 August 7, 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

Jan-13	Feb-13	Mar-13	Apr-13
Affordable Care Act-All members	P&P's update-(Bylaws Committee)	Comprehensive Plan <i>(All members)</i>	<i>(All)</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			
May-13	Jun-13	Jul-13	Aug-13
No Council Meeting	Members Recruitment/Retention	PS&RA Training	PS&RA Summit
	Homeless Presentation-Tenative date June 27th		
Sep-13	Oct-13	Nov-13	Dec-13
Reallocations	No Meeting	Elect 2014 Council Leadership	PC not Scheduled to meet

Other training possibilities, to be scheduled:

Comprehensive Plan	Grievance Procedures	Managing Scarcity Training Update
Review of Data	HOPWA/Section 8	Leadership Conference Info/How Grps Interact
ARIES Training	Membership Recruitment/Retention	
Getting the Most out of the PS&RA	Directives Training	

New Member Training: Provided as new members are appointed

<ul style="list-style-type: none"> Clinical Quality Management RW Services in Riverside/San Bernardino CA TGA Source Documents Review HIV Comprehensive Plan Bylaws 	<ul style="list-style-type: none"> Needs Assessments PC Policies and procedures (reimbursement for consumer members) PC/ Grantee MOU
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Maxwell Ohikhuare, MD
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Council Development Committee

Thursday, June 20, 2013
10:00am-11:00am

Meeting Location

Department of Public Health
351 N. Mt. View Ave., Basement
San Bernardino, CA 92415

Minutes

Members: T. Evans, J. Taylor, L. White

Staff: A. Fox, M. Hoze

10:17am	1. Call to Order <ul style="list-style-type: none">▪ Roll Call*▪ Introductions	T. Evan/PC Staff
	2. Public Comments¹ <p>There were no public comments</p>	
	3. Members Privilege <p>None</p>	PC Members
	4. Approval of Agenda² <p>Motion to approve the agenda Motion/Second: L. White, J. Taylor Motion Carried.</p>	T. Evans
	5. Approval of Minutes² <p>5.1 Minutes of June 6, 2013 Motion to approve minutes Motion/Second: J. Taylor, L. White Motion Carried.</p>	T. Evans
	6. Council Development Reports²	Committee Members
	7. Old Business²	Committee Members

8. New Business²

- Committee reviewed H. Cockerill's application in detail.
- Committee members interviewed H. Cockerill

There was a motion to recommend H. Cockerill as a Planning Council member.

Motion/Second: J. Taylor, L. White

- Haro submitted a letter of resignation.

There was a motion to accept A. Haro's resignation

Motion/Second: L. White, J. Taylor

9. Public Comments¹

There were no public comment

Members of the Public

10. Members Privilege

NONE

PC Members

11. Review of Action Items

Staff Will:

1. Add the recommendations to PC agenda

PC Staff

12. Agenda Setting for Next Meeting

TBD

PC Members/ T. Evans

13. Roll Call*

PC Staff

11:00am

14. Adjournment

T. Evans

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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) 693-0750.