



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, March 6, 2014
10:30am-12:00 pm

Meeting Location

San Bernardino County Public Health
HIV Planning Conference Room B15
351 N. Mt. View Ave
San Bernardino, CA
(909) 693-0750

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

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- | | | |
|-----------------|---|-------------------|
| 10:30 am | 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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| | 4. Approval of Agenda² | T. Evans |
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| | 5. Approval of Minutes²
5.1 Minutes of January 9, 2014 | T. Evans |
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- | | | |
|--|--|-------------------|
| | 6. Council Development Reports²
6.1 Council Development Report <ul style="list-style-type: none"> A. Attendance logs(A-1) B. CDC Report (A-2) C. Matrix for PC membership categories D. Reflectiveness of non-aligned consumers and PC members by demographic group E. Work plan 6.2 Update on prospective members, affiliations, resignations, termination, leave of absences and reappointment | Committee Members |
|--|--|-------------------|
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7. Old Business²		
7.1	Finalize details of the 2014 Council Workgroup	Committee Members
8. New Business²		
8.1	Review Outreach PowerPoint	
8.2	Interview A. Jackson	
8.3	Interview T. Easley	
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		PC Members/ T. Evans
	TBD	
13. Roll Call*		PC Staff
12:00 pm	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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2014 Planning Council Membership Attendance Log

LEGEND: 1 = Attended Mtg; Blank Space = Mtg Held, Non Attended

NM - No Meeting Held; NY = Not Yet a Member; LOA = Leave of Absence

CD = Disbanded Committee; L/E = Arrived Late/Left Early; NQ - No Mtg Held due to Lack of quorum

Member & County	Committee Meeting	JAN	MAR	APR	MAY	JUN	JUL	SEP	NOV	JAN
1 Katz Marjorie State	PC									
		<u>1</u>								
2 Chan Jerry San Bernardino	PC									
	Standards									
	Planning									
3 Bridges-Cobb Claudette State	PC	1								
4 Christenson Dan Riverside	PC									
	Empowerment									
	Planning									
5 Cockerhill Heather San Bernardino	PC	1								
	CCC	1								
	Planning									
6 Contreras Berta Riverside	PC	1								
	CCC	1								
	CDC	1								
	Planning									
7 Cromwell Shelia San Bernardino	PC	1								
	Empowerment	1								
	Planning	1								
	Standards	1								
8 Easley Terri Riverside	PC									
	CCC									
	Standards									
9 Evans Terry Riverside	PC	1								
	Bylaws	1								
	CDC	1								
	Empowerment	1								
	Finance	1								
	Standards	1								
10 Ford-Watson Lenora San Bernardino	PC	1								
	Bylaws	1								
	CCC	1								
	Finance	NM								
11 French Gregory Riverside	PC	1								



**Inland Empire HIV Planning Council
Council Development Committee Report
30-Dec-13**

Membership Status			
The IEHPC Membership can total 18-32 members			
18			
Riverside Region is currently represented by 8 members.			
San Bernardino is currently represented by 8 members.			
There is currently 2 members representing the State.			
Recent Resignations/ Terminations			
Member Names	County	Effective Date	
Request for Application			
Name	County	Date Sent	
Membership Applications Received			
Name	County	Date Received by PCS / Date Reviewed	
Arturo Jackson	Riverside	1.9.14	1.9.14
Tom Millus-Gallegos	San Bernardino	1.30.14	2.6.14
Sergio Razio	San Bernardino	1.30.14	2.6.14
Tracey Holt	San Bernardino	1.9.14	1.9.14
Applicants Attending Meetings			
Name	County	Committee Mtgs	Planning Council Mtgs
Dr. Terri Easley	Riverside	2	2
Arturo Jackson	Riverside	1	1
Tom Millus- Gallegos	San Bernardino		1
Sergio Razo	San Bernardino		1
Scheduled Interviews			
Name	County	Date of Interview	
Arturo Jackson	Riverside	3/6/2014	
Dr. Terri Easley	Riverside	3/6/2014	
BOS Approval in Process			
Name	County	Anticipated PC Approval Date	
Gabriel Maldonado	Riverside	3/11/2014	
Approved Leave of Absences			
Name	Leave Requested	Date Recieved/Date Returned	
Dana Christenson	12/5/2013	Dec 5, 2013/Apr 1,2014	

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.												
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.	2		2	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												
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.												
14	Grantees of other Federal HIV programs, including HIV prevention programs		1										
15	Representatives of formerly incarcerated PLWH.												
TOTAL		4	5	4	3	1	1						18
TOTAL Non-Aligned PLWH		4	0	2	1	1	0						8 40%

*one person fullfilling multiple reffectivness 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.										
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.	2		2	1	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										
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		1								
15	Representatives of formerly incarcerated PLWH.										
TOTAL		4	5	5	3	1	1				19
TOTAL Non-Aligned PLWH		3	0	3	1	1	0				8

38.10%

*one person fulfilling multiple reflectivness 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 December 31, 2013: 18

Total Non-Aligned Consumers: 7

Percent Non-Aligned Consumers: 38.9%

Race/Ethnicity	Living with HIV/AIDS in the TGA through 12/31/12		Members of the Planning Council		Non- Aligned Consumers on Planning Council	
	Number	Percent	Number	Percent	Number	Percent
White, not Hispanic	4431	52.0%	9	47.4	3	37.5
Black, not Hispanic	1359	16.0%	8	42.1	4	50.0
Hispanic	2474	29.0%	2	10.5	1	12.5
Asian/Pacific Islander	133	1.6%	0	0.0	0	0.0
American Indian/Alaska Native	39	0.5%	0	0.0	0	0.0
Multi-Race	79	0.9%	0	0.0	0	0.0
Not Specified	3	0.0%	0	0.0	0	0.0
Total	8518	100.0%	19	100.0	8	100.0
Gender						
Male	7349	86.3%	10	52.6	7	52.6
Female	1169	13.7%	9	47.4	1	47.4
Total	8518	100.0%	19	100.0	8	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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	Number	Percent	Number	Percent	Number	Percent
White, not Hispanic	4431	52.0%	9	50.0	3	42.9
Black, not Hispanic	1359	16.0%	7	38.9	3	42.9
Hispanic	2474	29.0%	2	11.1	1	14.3
Asian/Pacific Islander	133	1.6%	0	0.0	0	0.0
American Indian/Alaska Native	39	0.5%	0	0.0	0	0.0
Multi-Race	79	0.9%	0	0.0	0	0.0
Not Specified	3	0.0%	0	0.0	0	0.0
Total	8518	100.0%	18	100.0	7	100.0
Gender						
Male	7349	86.3%	9	50.0	6	50.0
Female	1169	13.7%	9	50.0	1	50.0
Total	8518	100.0%	18	100.0	7	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>	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 Homeless Presentation-Tentative date June 27th	PS&RA Training	PS&RA Summit
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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Council Development Committee

Thursday, January 9, 2014
10:30am-12:00 pm

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Minutes

Members: B. Contreras, T. Evans, A. Lopez, J. Taylor, L. White, S. Cromwell

Staff: A. Fox

Guests: I. Ramirez, G. Maldonado, T. Holt

10:41 am

1. Call to Order

- Roll Call*
- Introductions

T. Evans/PC Staff

2. Public Comments¹

Members of the Public

3. Members Privilege

J. Taylor announced that the **18th annual United States Conference on AIDS (USCA)**, on October 2-5, 2014 will be in San Diego this year and that he is on the Planning Committee.

PC Members

4. Approval of Agenda²

Motion to approve 1.9.14 agenda.
Motion/Second: B. Contreras, A. Lopez
Motion Carried.

T. Evans

5. Approval of Minutes²

5.1 Minutes of November 6, 2012
Motion to approve 11/6/13 minutes.
Motion/Second: L. White, B. Contreras
Motion Carried.

T. Evans

6. Council Development Reports²

6.1 Council Development Report
A. Attendance logs**

Committee Members

- 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
- 6.2 Update on prospective members, affiliations, resignations, termination, leave of absences and reappointment.
The committee was updated on D. Christianson's request for a 90 day leave of absence.

7. Old Business²

7.1 Finalize details of the 2014 Council Workgroup Committee Members

8. New Business²

- 8.1 Review appointment of J. Chan
Motion to make recommendation to the Council to approve J. Chan for membership, contingent upon his acceptance.
Motion/Second: J. Taylor, L. White
Motion Carried.
- 8.2 Interview T. Easley – Was not able to attend due to illness.
- 8.3 Interview G. Maldonado
Motion to make recommendation to the Council to approve G. Maldonado for membership.
Motion/Second: J. Taylor, L. White.
- 8.3 Interview N. Prelesnik – Did not attend interview.

9. Public Comments¹

Members of the Public

10. Members Privilege

PC Members

11. Review of Action Items

- Staff will:
- 1. Will agendize committee recommendations for membership J. Chan to Council agenda. PC Staff
 - 2. Will agendize committee recommendations for membership G. Maldonado to Council agenda.

12. Agenda Setting for Next Meeting

March 6, 2014

PC Members/ T. Evans

13. Roll Call*

PC Staff

12:16 pm

14. Adjournment

T. Evans

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