



INLAND  
EMPIRE  
HIV  
PLANNING  
COUNCIL

**First Congregational Church**  
**3041 N Sierra Way • San Bernardino, CA 92405**  
**(909)229-4399**  
**Website: [www.iehpc.org](http://www.iehpc.org)**

Riverside/San Bernardino California Transitional Grant Area

**Maxwell Ohikhuare, MD**  
**County Health Officer Co-Chair**

**Curtis Smith**  
**Community Co-Chair**

# Council Development Committee

Thursday September 19, 2019

2:00 p.m. - 3:00 p.m.

**Meeting Location**

**First Congregational United Church of Christ**  
**3041 N Sierra Way**  
**San Bernardino, CA 92405**  
**(909)229-4399**

**Teleconferencing Location\*\*\***

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

## AGENDA

2:00 pm

- |    |  |  |                       |
|----|--|--|-----------------------|
|    | <b>Call to Order</b>   |  |                       |
|    | ▪ Roll Call* (PCSS)  |  | C. Smith              |
| 1. | ▪ Introductions  |  |                       |
| 2. | <b>Approval of Agenda<sup>2</sup></b>  |  | C. Smith              |
|    | 2.1 Motion to Approve of September 19, 2019 Agenda   |  |                       |
| 3. | <b>Approval of Minutes<sup>2</sup></b>   |  | C. Smith              |
|    | 3.1 Motion to Approve June 13, 2019 Minutes (A-1)  |  |                       |
| 4. | <b>Old Business</b>  |  | Committee Members     |
|    | 4.1 Consumer Empowerment Training Update (A-2)   |  | R. Gonzales           |
|    | 4.2 Membership Update  |  |                       |
| 5. | <b>New Business<sup>2</sup></b>  |  | Committee Members     |
|    | 5.1 Review and discuss revised Interview Questions for<br>Council membership candidates (Handout)* |  | PCS Staff             |
|    | 5.2 <sup>**</sup> New Member Applications/Council Resignations                                     |  |                       |
|    | 5.3 Attendance/Reflectiveness (Handout)**  |  |                       |
|    | 5.4 Upcoming Outreach Activities Sign-In Sheets (A-3-4)  |  |                       |
|    | 5.5 T-Shirt/Badge Report   |  | J. Fenceroy           |
| 6. | <b>Public Comments<sup>1</sup></b>   |  | Members of the Public |
| 7. | <b>Members Privilege</b>   |  | Committee Members     |
| 8. | <b>Review of Action Items</b>  |  | PCS Staff             |
|    | 8.1  |  |                       |
|    | 8.2  |  |                       |
| 9. | <b>Agenda Setting/Date for Next Meeting</b>  |  | C. Members/C. Smith   |

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9.1

9.2

9.3

9.4

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**Next Meeting**  
**TBA**

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	<b>10. Rollcall</b>	<b>PCS Staff</b>
<b>12:30 p.m.</b>	<b>11. Adjournment</b>	<b>C. Smith</b>

<sup>1</sup>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.

<sup>2</sup> 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.

Requests for special accommodations (e.g., language translation) must be received 72 hours prior to the date of the meeting. Contact PC Support at (909) 229-4399

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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) 229-4399



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**First Congregational United Church of Christ (A-1)**  
**3041 N Sierra Way**  
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Riverside/San Bernardino California Transitional Grant Area

**Maxwell Ohikhuare, MD**  
**County Health Officer Co-Chair**

**Curtis Smith**  
**Community Co-Chair**

**Council Development Committee**  
**Thursday, June 13, 2019**  
**12:30 pm – 1:00 pm**

<u>Meeting Location</u>	<u>Teleconferencing Location***</u>
<p>First Congregational United Church of Chris            3041 N. Sierra Way            San Bernardino, CA 92405            (909) 229-4399</p>	<p>Desert AIDS Project            1695 North Sunrise Way            Palm Springs, CA 92262            (760) 323-2118</p>

**Attendance**

**Members:** N. Lustre, C. Smith, K. Sellons  
**PC Staff:** B. Ramsey, J. Jones  
**RWP:** N/A  
**Public:** N/A

**MINUTES**

**Meeting**

**12:30 p.m.**

- |    |  |            |
|----|--|------------|
| 1. | <ul style="list-style-type: none"> <li>• Call to Order (PC Secretary)</li> <li>• Roll Call</li> <li>• Introductions</li> </ul>   | C. Smith   |
| 2. | <p><b><u>Approval of June 13, 2019 Agenda</u></b></p> <p>2.1 <b><u>Request Made to Approve Agenda for the June 13, 2019 Meeting</u></b></p> <ul style="list-style-type: none"> <li>a. Motion made to approve the June 13, 2019, Agenda</li> <li>b. M/S/C: C. Smith/K. Sellons/Carried</li> </ul> | C. Smith   |
| 3. | <p><b><u>Approve of Minutes</u></b></p> <p>3.1 <b><u>Request for Motion to Approve May 25, 2017 Minutes</u></b></p> <ul style="list-style-type: none"> <li>a. Motion to approve May 25, 2017</li> <li>b. M/S/C: N. Lustre/K. Sellons/Carried</li> </ul>  | C. Smith   |
| 4. | <p><b><u>Old Business</u></b></p> <p>4.1 N/A</p>   | C. Members |
| 5. | <p><b><u>New Business: PC Bylaws Article 3: Section 9</u></b></p> <p>5.1 <b><u>Review and Discuss Member’s Move From Riverside County to San Bernardino County</u></b></p>   | C. Members |

Member M. Frazier changed counties by moving from the city of Riverside, California, to Colton California which is in San Bernardino County. Following Article 3: Section 9 of the Bylaws, CDC voted to recommend retaining Mr. Frazier as a member and to forward the recommend to the Council for review and further action.

**a. Motion Made to Retain Mr. Frazier Pending Council Decision**

**b. M/S/C: N. Lustre/K. Sellons/Carried**

	<b>6. <u>Public Comments</u></b>	<b>Members of the Public</b>
	6.1 None	
	<b>7. <u>Members Privilege</u></b>	<b>C. Members</b>
	7.1 None	
	<b>8. <u>Review of Action Items</u></b>	<b>PCS Staff</b>
	8.1 Arrange a call-meeting with the Executive Committee to approve CDC's recommendation to retain Mr. Frazier's membership for review and action. The Council does not meet prior to the PS&RA.	
	<b>9. <u>Agenda Setting/Date of Next Meeting</u></b>	<b>PCS Staff</b>
	9.1	
	9.2	
	9.3	
	9.4	<b>Next Meeting</b>
		<b>August 29, 2019</b>
		<b>TBA</b>
	<b>10. Roll Call</b>	<b>PCS Staff</b>
1:00 pm	<b>11. Adjourn</b>	<b>C. Smith</b>



(A-2)

# 2019 Inland Empire HIV Planning Council's HIV UNIVERSITY Course Overview

Inland Empire HIV Planning Council  
3041 North Sierra Way, San Bernardino, CA 92405

## Week 1 Theme Before Dx SEPTEMBER 19

- Program Overview
- House Keeping, Logistics, and Ground Rules
- Introductions and Expectations
- Ice Breaker
- Intro to Project- Before Dx
- Introduction to Community Resources Project
- HIV 101
- HIV Prevention
- Health Literacy

## Week 2 Theme Before Dx OCTOBER 3

- House Keeping, Logistics, and Ground Rules
- Introductions and Expectations
- Ice Breaker
- Cultural Humility
- Roberts Rules of Order
- Project- Before Dx
- Community Resources Project

## Week 3 Theme Before Dx OCTOBER 10

- House Keeping, Logistics, and Ground Rules
- Introductions and Expectations
- Leadership
- Intersectionality
- Ice Breaker
- Project- Before Dx
- Community Resources Project

## Week 4 Theme Dx OCTOBER 17

- House Keeping, Logistics, and Ground Rules
- Introductions and Expectations
- Ice Breaker
- Intro to HIV Care Continuum
- Ryan White HIV/AIDS Program

- Panel: RW Service Providers
- Intro to part 2 of Project- Dx
- Community Resources Project

## Week 5 Theme Dx OCTOBER 24

- House Keeping, Logistics, and Ground Rules
- Introductions and Expectations
- Designing HIV Care Services: How to Best Meet the Need
- Laying the Foundation to Getting to Zero
- Needs Assessment
- Ice Breaker
- Project- Dx
- Community Resources Project

## Week 6 Theme Dx OCTOBER 31

- House Keeping, Logistics, and Ground Rules
- Introductions and Expectations
- Ice Breaker
- Overview of HIV Care Funds
- Introduction to Data/Epidemiology
- Project- Dx
- Community Resources Project

## Week 7 Theme After Dx NOVEMBER 7

- House Keeping, Logistics, and Ground Rules
- Introductions and Expectations
- Ice Breaker/Team Building Activity
- Intro to part 3 of Project- After Dx
- Planning Council Overview
- Panel: Planning Council Members
- Council Application Process/Forms
- Community Resources Project

## Week X NOVEMBER 14

- Attend Inland Empire HIV Planning Council Meeting

## Week 8 Theme After Dx NOVEMBER 21

- House Keeping, Logistics, and Ground Rules
- Introductions and Expectations
- Ice Breaker/Team Building Activity
- Ryan White Standards of Care/Performance Measures
- Policies and Procedures: PB & J Exercise
- Project- After Dx
- Community Resources Project

## Week 9 Theme After Dx DECEMBER 12

- House Keeping, Logistics, and Ground Rules
- Introductions and Expectations
- Ice Breaker/Team Building Activity

- Mentoring
- Advocacy 101 (vs. Community Planning)
- Project Presentations
- Community Resources Project

## Week 10 Graduation DECEMBER 19

- Graduation Luncheon



## Inland Empire HIV Planning Council

**(A-3)**

### 2019 PALM SPRINGS PRIDE - Volunteer Schedule Saturday, November 2th & Sunday, November 3th

11/2/19	TIME	VOLUNTEER NAME • EMAIL • PHONE (Please Print)	11/3/19	TIME	VOLUNTEER NAME • EMAIL • PHONE (Please print)
<b>S A T U R D A Y</b>	7:0 am - 12:00 pm	N =	<b>S U N D A Y</b>	8:00 am - 11:00 am	N =
		E =			E =
		P =			P =
	12:00 pm – 4:00 pm	N =		11:00 am - 2:00 pm	N =
		E =			E =
		P =			P =
	4:00 pm- 8:00 pm	N =		2:00 pm– 5:00 pm	N =
		E =			E =
		P =			P =
	8:00 pm – 10:00 pm	N =		5:00 pm – 7:00 pm	N =
		E =			E =
		P =			P =





## Inland Empire HIV Planning Council

**(A-4)**

### Desert AIDS Walk Volunteer Schedule Saturday, October 19, 2019

10/19/19	1 TIME	VOLUNTEER NAME • EMAIL • PHONE (Please Print)	11/19/19	2 TIME	VOLUNTEER NAME • EMAIL • PHONE (Please print)
<b>S A T U R D A Y</b>	6:00 am 8:00 am Set-Up	N =	<b>S U N D A Y</b>	6:00 am 8:00 am Set-Up	N =
		E =			E =
		P =			P =
	8:00 am – 10:00 am	N =		8:00 am – 10:00 am	N =
		E =			E =
		P =			P =
	10:00 am – 12:00 pm	N =		10:00 am – 12:00 pm	N =
		E =			E =
		P =			P =
	12:00 pm – 1:00 pm Tear Down	N =		12:00 pm – 1:00 pm Tear Down	N =
		E =			E =
		P =			P =

