



INLAND  
EMPIRE  
HIV  
PLANNING  
COUNCIL

351 N. Mt. View • San Bernardino, CA 92415-0475  
(909) 693-0750  
Website: [www.iehpc.org](http://www.iehpc.org)

Riverside/San Bernardino California Transitional Grant Area

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

**Gregory French**  
Community Co-Chair

# Standards Committee

Thursday, January 17, 2013  
12:00pm-1:30pm

Meeting Location  
Behavioral Health Resource Center  
850 E. Foothill Blvd.  
Rialto, CA 92376  
(909)693-0750

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

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

## Agenda

<b>12:00pm</b>	<b>1. Call to Order</b> <ul style="list-style-type: none"> <li>▪ Roll Call*</li> <li>▪ Introductions</li> </ul>	T. Evans
	<b>2. Public Comments<sup>1</sup></b>	Members of the Public
	<b>3. Members Privilege</b>	PC Members
	<b>4. Approval of Agenda<sup>2</sup></b>	T. Evans
	<b>5. Approval of the Minutes<sup>2</sup></b> 5.1 Minutes of November 8, 2012	T. Evans
	<b>6. Old Business<sup>2</sup></b> 6.1 Discuss/evaluate Oral Care 6.2 EIS	T. Evans
	<b>7. New Business</b> 7.1 Review Roles and responsibilities (A-1)	T. Evans

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**8. Public Comments**

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**9. Members Privilege**

PC Members

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**10. Review of Action Items**

PC Staff

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**11. Agenda Setting for Next Meeting**

PC Members/ T. Evans

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**12. Roll Call\***

PC Staff

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**1:30pm**

**13. Adjournment**

T. Evans

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\* 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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This document reflects:

IEHPC Reviewed and Revisions:  
San Bernardino County Counsel Review:  
IEHPC Planning Council Approved:  
Ryan White Program Review of Revisions and Recommendations:  
San Bernardino County BOS approval:

1/20/11-8/04/11  
1/20/11-8/04/11  
08/25/2011  
08/29/2011  
09/27/2011

(1) Responsibilities: The responsibilities of the Continuum of Care Committee (COC) shall include:

- (a) Guiding, coordinating, facilitating, and overseeing the development and strengthening of the TGA's continuum of care,
- (b) Taking the lead for the Council in the evaluation of Council products and actions including:
  - i. Monitoring and evaluating progress on the Comprehensive HIV Services Plan goals and determining what impact services are having on client health outcomes,
  - ii. Examining the cost-effectiveness of the services delivered, using cost and utilization data provided for each service category by the RWP as well as outcomes data,
  - iii. Reviewing service category expenditures and program performance and comparing them with Council goals and objectives,
  - iv. Assessing aggregate performance of services,
  - v. Providing information (input) for the development of the Comprehensive Plan, and
- (c) Recognizing that clinical quality management (QM) is primarily a RWP responsibility, receiving and using clinical quality management data on a service category level, and working with the RWP to support and learn from the TGA's clinical QM activities,
- (d) Ensuring coordination in the provision of services with non-Part A programs, including programs for HIV prevention and for the prevention and treatment of substance abuse, and
- (e) Implementing special projects related to standards and evaluation activities.

(2) Composition: The Committee shall ensure diverse participation, including PLWH and other non-providers as well as providers.

#### **h. Standards Committee**

(1) Responsibilities: The responsibilities of the Standards Committee shall include:

- (a) Developing and updating service category definitions and standards of care for each service category. Specific activities include:
  - i. Developing and revising, as needed, the Standards of Care for funded service categories, and recommending Client

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Eligibility Criteria, and Output and Outcome Indicators as part of those standards, so as to be consistent with HRSA Policy and to meet the changing needs of PLWH in the TGA, and

- ii. Assisting the RWP Staff, as needed, to convene specialized working groups to include experts from specific fields such as HIV-related medical care, mental health, substance abuse, dental care, and medical case management, to provide information for the periodic review and revision of standards.

(2) Composition: The Committee shall ensure diverse representation including PLWH and other non-providers as well as providers.

#### **i. Finance Committee**

(1) Responsibilities: The responsibilities of the Finance Committee shall include:

- (a) Development, in conjunction with Ryan White Program Staff, the annual Council budget. Such budget:
  - i. Shall include the following line items, as indicated in the 2009 HRSA Manual:
    1. Needs Assessment
    2. Council Support Staff
    3. Private mileage reimbursement for consumer members
    4. Any other items for the effective and efficient operation of the Council.
  - ii. Shall be developed during the month immediately following receipt of the annual Notice of Grant Award for the grant year, and approved by the Council no later than the month following.
  - iii. Shall be developed within the constraints of the Grantee Administrative budget.
- (b) Reporting, on a quarterly basis, Council expenditures to date and remaining budget.
- (c) Recommending, based on quarterly reports, any budgetary adjustments necessary to ensure that expenditures are in line with total budget authority.
- (d) Meeting on a quarterly basis, beginning with the first meeting immediately following receipt of the annual Notice of Grant Award.

(2) Composition: The Finance Committee shall consist of not less than three (3) or more than five (5) members, all of whom must be Council members.



Riverside/San Bernardino California Transitional Grant Area

Cameron Kaiser, MD  
Interim County Health Officer Co-Chair

Henry Nickel  
Community Co-Chair

# Standards Committee

Thursday, November 8, 2012  
2:00pm-3:30pm

Meeting Location  
HSS Administration  
150 S. Lena Road  
San Bernardino, CA  
909-693-0750

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

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## Minutes

**Members:** B. Contreras, T. Evans, G. French, P. Hagan, C. Harris, L. White, D. Wahl, A. Ziven

**Guests:** R. Menephee

**Staff:** A.Fox

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<b>2:25</b>	<b>1. Call to Order</b>	T. Evans
	<ul style="list-style-type: none"> <li>▪ Roll Call*</li> <li>▪ Introductions</li> </ul>	
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	<b>2. Public Comments<sup>1</sup></b>	Members of the Public
	None	
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	<b>3. Members Privilege</b>	PC Members
	None	
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	<b>4. Approval of Agenda<sup>2</sup></b>	T. Evans
	Motion to approve the November 8, 2012 agenda	
	<b>Second:</b> B. Contreras, G. French	
	<b>Motion Carried.</b>	
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	<b>5. Approval of the Minutes<sup>2</sup></b>	T. Evans
	5.1 Minutes of October 11, 2012	
	Motion to approve October 11, 2012 minutes.	
	<b>Second:</b> A. Ziven, P. Hagan	
	<b>Abstained:</b> G. French	
	<b>Motion Carried.</b>	

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## 6. Old Business<sup>2</sup>

### 6.1 Review Standards of Care

T. Evans

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## 7. New Business

### 7.1 Review language in the Common Standards – specifically “Exception and Urgent Need” (A-1)

By consensus the revised language in the Common Standards Section 1 C on “Exception and Urgent Need”; and to change Section IV to add bullets under Section C that addresses Staff Orientation and Training under 2a under the bullet “Other service specific trainings related to providing services to HIV+ individuals. (Prevention with Positives and Partner Services) Recommendation will be forwarded to the Council.

T. Evans

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## 8. Public Comments

NONE

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## 9. Members Privilege

T. Evans thanked everyone’s commitment and hard work.

PC Members

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## 10. Review of Action Items

Council will

Forwarded changes in the Language in the Common Standards to the Council for approval.

PC Staff

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## 11. Agenda Setting for Next Meeting

January 2013

PC Members/ T. Evans

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## 12. Roll Call\*

PC Staff

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3:30

## 13. Adjournment

T. Evans

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