



INLAND
EMPIRE
HIV
PLANNING
COUNCIL

120 Carousel Mall • San Bernardino, CA 92415-0475
(909) 388-0426 • Fax (909) 388-0424
Website: www.iehpc.org

Riverside/San Bernardino California Transitional Grant Area

Cameron Kaiser, MD
Interim County Health Officer Co-Chair

Henry Nickel
Community Co-Chair

Evaluation of Administrative Mechanism Subcommittee

Thursday, April 19, 2012
2:00pm-3:30pm

Meeting Location
San Bernardino County
Department of Public Health
120 Carousel Mall
San Bernardino, CA 92415
(909) 388-0426/PCS Mobile (909) 693-0750

Teleconference Site
Desert AIDS Project
Situation Room, West Wing
1695 North Sunrise Way
Palm Springs, CA 92262-3702
(760) 323-2118

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

Agenda

2:00	1. Call to Order <ul style="list-style-type: none"> ▪ Roll Call* ▪ Introductions 	C. Harris
	2. Public Comments¹	Members of the Public
	3. Members Privilege	PC Members
	4. Approval of Agenda²	C. Harris
	5. Approval of Minutes² 5.1 Minutes of March 01, 2012	C. Harris
	6. Old Business² 6.1 Evaluation of the Administrative Mechanism Progress Report 6.2 Criteria for Evaluation of Planning Council and Support Staff	C. Harris

	7. Public Comments¹	Members of the Public
	8. Members Privilege	PC Members
	9. Review of Action Items	PC Staff
	10. Agenda Setting for Next Meeting	PC Members/ C. Harris
	11. Roll Call*	PC Staff
3:30	12. Adjournment	C. Harris

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.

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) 388-0426.

All meetings of the Planning Council and its committees are open to interested parties from the general public. Notices are posted in compliance with the California Brown Act. Information regarding Planning Council meetings, and/or minutes of meetings are public records and are available upon request from the Planning Council Support Staff by calling (909) 388-0426 or by visiting the website <http://www.iehpc.org>.

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Evaluation of Administrative Mechanism Subcommittee

Thursday, March 01, 2012
2:00pm-3:30pm

Meeting Location*
Beaumont Civic Center
550 E. 6th Street
Beaumont, CA
(909) 388-0426/PCS Mobile (909) 693-0750
*Teleconferencing is not available

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

Minutes

Attendees: L. Ford-Watson, C. Harris, K. Owens, A. Ziven

PCS: A. Soria

2:00	1. Call to Order	
	<ul style="list-style-type: none"> ▪ Roll Call* ▪ Introductions 	C. Harris
	2. Public Comments¹	Members of the Public
	None	
	3. Members Privilege	PC Members
	None	
	4. Approval of Agenda²	C. Harris
	Motion/Second: L. Ford-Watson/A. Ziven	
	Motion carried	
	5. Approval of Minutes²	C. Harris
	5.1 Minutes of May 11, 2010	
	Motion/Second: A. Ziven/L. Ford-Watson	
	K. Owens/C. Harris abstained. Motion carried.	
	6. Old Business²	G. French
	6.1 Review EAM Report for Program Year 2010-2011	
	(Attachment 1)	
	PCS will make corrections to the report.	

7. New Business²

7.1 Roles and Responsibilities of the Evaluation of Administrative Mechanism Subcommittee (Attachment 2)

Motion for the committee to develop and conduct a survey to evaluate PCS for FY 2012-2013.

A. Ziven/L. Ford-Watson

Motion carried.

A. Ziven/L. Ford-Watson made a motion to resend the previous motion. All in favor. Motion carried.

A. Ziven/L. Ford-Watson made a motion to develop a process for staff evaluation for FY 2011-2012

All in favor. Motion carried.

C. Harris

A. Ziven/K. Owens made a motion once evaluation process is drafted they will send to Bylaws for review and approval.

All in favor. Motion carried.

7.2 Review and discuss the EAM Parameters Negotiated by PC and the RWP/Department of Public Health (Attachment 3)

7.3 Discuss the Role and Process for the selection of the EAM consultant

K. Owens/L. Ford-Watson made a motion to hire a consultant to conduct the EAM.

All in favor. Motion carried.

7.4 Approval of the Consultant(s)

8. Public Comments¹

Members of the Public

9. Members Privilege

K. Owens commented on the discussion regarding PCS salary.

PC Members

10. Review of Action Items

PC Staff

11. Agenda Setting for Next Meeting

April 19th
2:00pm-3:30pm
TBD

PC Members/ C. Harris

12. Roll Call*

PC Staff

3:30

13. Adjournment

C. Harris

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