



INLAND  
EMPIRE  
HIV  
PLANNING  
COUNCIL

351 N. Mt. View Ave • San Bernardino, CA 92415-0010  
(909) 693-0750  
Website: [www.iehpc.org](http://www.iehpc.org)

Riverside/San Bernardino California Transitional Grant Area

Cameron Kaiser, MD  
County Health Officer Co-Chair

Shelia Cromwell-Nieve  
Community Co-Chair

# Bylaws Committee

Thursday, June 2, 2016  
11:00am – 12:00pm

Meeting Location

San Bernardino County Public Health  
351 N. Mt. View  
Planning Council Conference Room, B15  
San Bernardino, CA 92415  
(909) 693-0750

Teleconferencing Location

Desert AIDS Project  
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

<b>11:00am</b>	<b>1. Call to Order</b>	G. French
	<ul style="list-style-type: none"> <li>▪ Roll Call*</li> <li>▪ Introductions</li> </ul>	
	<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>	G. French
	4.1 Approve May 5, 2016 Agenda	
	<b>5. Approval of Minutes<sup>2</sup></b>	G. French
	5.1 Minutes of 3.10.16 committee meeting	
	<b>6. Old Business<sup>2</sup></b>	Committee Members
	6.1 Policies and Procedures	
	<b>7. New Business<sup>2</sup></b>	Members of the Public
	7.1 Review and Update MOU	
	7.2 Review Background Check policies	
	<b>8. Public Comments<sup>1</sup></b>	Members of the Public

	<b>9. Members Privilege</b>	PC Members
	<b>10. Review of Action Item</b>	PC Staff
	<b>11. Agenda Setting for Next Meeting</b> June 2, 2016 HIV Planning Council Conference Room	PC Members/ G. French
	<b>12. Roll Call*</b>	PC Staff
<b>12:00pm</b>	<b>13. Adjournment</b>	G. French

<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.

\*\* Copies can be obtained at the I.E.H.P.C. office and 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) 693-0750.

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) 693-0750 or by visiting the website <http://www.iehpc.org>.

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Community Co-Chair

# Bylaws Committee

Thursday, March 10, 2016  
10:30am-11:30am

Meeting Location

San Bernardino County Public Health  
351 N. Mt. View  
Planning Council Conference Room, B15  
San Bernardino, CA 92415  
(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, G. Maldonado, G. French, L. White, S. Cromwell-Nieve, A. Jacobson

**Staff:** A. Fox, S. Beamon

**Public:** K. Smith, J. Merriman, R. Jordan

10:30am

**1. Call to Order**

- Roll Call\*
- Introductions

G. French

**2. Public Comments<sup>1</sup>**

None

**3. Members Privilege**

G. Maldonado announced that for the last 4 months Berta is the Senior Director of Operations, providing services in SB and Riverside. Their age target is 14 to 30 year olds.

PC Members

G. French announced that on April 7<sup>th</sup>, there is a Town Hall meeting at the Riverside Housing Authority Office from 6-8pm – hosted by the Council.

**4. Approval of Agenda<sup>2</sup>**

4.1 Approve March 10, 2016 Agenda

G. French

There was a motion to approve the March 10, 2016 agenda. M/S/C: L. White, A. Jacobson – No Abstentions

**5. Approval of Minutes<sup>2</sup>**

5.1 Minutes of 10.8.15 committee meeting

G. French

There was a motion to approve the October 8, 2015 minutes. M/S/C/: L. White, A. Jacobson = No Abstentions.

<b>6. Old Business<sup>2</sup></b>	6.1 Policies and Procedures <b>A. Fox stated that they have been mailed to committee members.</b>	Committee Members
<b>7. New Business<sup>2</sup></b>	7.1 Discuss/Review Committee Workplan (A-1) – <b>no discussions</b> 7.2 Discuss and Review Agenda Setting”. - Article VI — Section 1 - and Section 2. (A-2) – <b>J. Taylor suggests that as a planning council that draft agendas be sent to all council members so that they can provide input. He suggested sending out draft agendas one week prior to the meeting. The committee discussed his proposal. The committee has decided that the co-chair will send a letter to council members encouraging members to express ideas to committee co-chairs for agenda consideration.</b>	Members of the Public
<b>8. Public Comments<sup>1</sup></b> None		Members of the Public
<b>9. Members Privilege</b> None		PC Members
<b>10. Review of Action Item</b> None		PC Staff
<b>11. Agenda Setting for Next Meeting</b> <b>If there is any topics they can email Angela.</b> May 5, 2016 HIV Planning Council Conference Room		PC Members/ G. French
<b>12. Roll Call* - Greg, Lloyd &amp; Angelia</b>		PC Staff
<b>11:30am</b>	<b>13. Adjournment – 11:07</b>	G. French

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