



INLAND
EMPIRE
HIV
PLANNING
COUNCIL

San Bernardino County
Department of Public Health
351 N. Mt. View • San Bernardino, CA 92415-0100
(909) 693-0750
Website: www.iehpc.org

Riverside/San Bernardino California Transitional Grant Area

Cameron Kaiser, MD
County Health Officer Co-Chair

Shelia Cromwell-Nieve
Community Co-Chair

Council Development/EAM Committee

Tuesday, April 12, 2016

9:30am-10:30am

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

9:30am	1. Call to Order <ul style="list-style-type: none">▪ Roll Call*▪ Introductions	G. French
	2. Public Comments¹	Members of the Public
	3. Members Privilege	PC Members
	4. Approval of Agenda² <ul style="list-style-type: none">4.1 Approve April 12, 2016 Agenda	G. French
	5. Approval of Minutes² <ul style="list-style-type: none">5.1 Minutes of 3.10.16 committee meeting	G. French
	6. Council Development Reports² <ul style="list-style-type: none">6.1 Council Development Report<ul style="list-style-type: none">A. Attendance logs(A-1)B. CDC Report (A-2)	Committee Members
	7. Evaluation of the Administrative Mechanism <ul style="list-style-type: none">7. EAM Update	
	8. Old Business <ul style="list-style-type: none">8.1 Interview Recommendations	

	9. New Business²	G. French
	10. Public Comments¹	Members of the Public
	11. Members Privilege	PC Members
	12. Review of Action Items	PC Staff
	13. Agenda Setting for Next Meeting May 5, 2016 HIV Planning Council Conference Room	G. French/Committee
	14. Roll Call*	PC Staff
10:30am	15. Adjournment	G. French

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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2016-17 Planning Council Membership Attendance Log

LEGEND: 1 = Attended Mtg; A = Absent

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

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

	Member & County		Committee Meeting	MAR	APR	MAY	JUN	JUL	SEP	NOV	JAN	
1	Katz	Marjorie	PSRA									
		State	PC									
2	Chan	Jerry	PC									
			Standards	1								
		2nd Term	CCC	1								
		End Dec 2018	PSRA									
3	Bridges-Cobb	Claudette	PC									
		State	PSRA									
4	Cockerhill	Heather	PC									
			Finance									
		1st Term	Standards	AA								
		End Dec 2016	PSRA									
5	Contreras	Berta	PC									
			RIV	CCC	1							
		1st Term	CDC	1								
			End Dec 2016	Planning	1							
				EAM	1							
	PSRA											
6	Cromwell	Shelia	PC									
			SB	AD-HOC								
			Empowerment	1								
		End Dec 2015	PSRA									
7	French	Gregory	PC									
			RIV	Bylaws	1							
			Finance									
			CDC	1								
			Empowerment	1								
			EAM	1								
	PSRA											
8	Huntsman	Danielle	PC									
			RIV	Bylaws	A							
		1st Term	Standards	1								
		End Dec 2016	PSRA									
9	Kaiser, MD	Cameron	PC									
		RIV	PSRA									
10	Maldonado	Gabriel	PC									
			RIV	Empowerment	1							
		1st Term	Planning	1								
		End Dec 2016	Finance									
			PSRA									

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/Other	
		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).										
3	Social service providers, including housing and homeless services providers.							1			
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.										
8	Affected communities, including PLWH and historically underserved subpopulations.	3		3	1	1					
	Representative of individuals co-infected with HIV and Hepatitis										
	Representative of a local Federally recognized Native American Tribe										
9	Non-elected community leaders						1			1	
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	3	5	2	1	2	1		1	
TOTAL Non-Aligned PLWH		3	0	4	1	1	0	0		0	
*one person fulfilling multiple reflectivness categories											

- ^^Not yet PC/Board approved

Matrix for Planning Council Membership Categories - Riverside/San Bernardino, CA TGA

Council Approved Copy

Mandated Categories of Representation and Reflectivness of the Epidemic in the TGA		White, Not Hispanic		Black, Not Hispanic		Hispanic		Asian/Pacific Islander		Am. Indian/Alaska Native/Other	
		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).										
3	Social service providers, including housing and homeless services providers.							1			
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.										
8	Affected communities, including PLWH and historically underserved subpopulations.	3		3	1	1					
	Representative of individuals co-infected with HIV and Hepatitis										
	Representative of a local Federally recognized Native American Tribe										
9	Non-elected community leaders						1			1	
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								
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TOTAL		4	3	5	2	1	2	1		1	
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*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
Council Approved Copy**

TGA: Riverside/San Bernardino, California

Total Authorized Members according to the Bylaws:

Total Members as of 1/7/16: 19
 Total Non-Aligned Consumers: 9
 Percent Non-Aligned Consumers: 47.4%

Race/Ethnicity	Living with HIV/AIDS in the TGA through 12/31/14		Members of the Planning Council		Non- Aligned Consumers on Planning Council	
	Number	Percent	Number	Percent	Number	Percent
White, not Hispanic	4442	49.5%	7	36.8	3	33.3
Black, not Hispanic	1417	15.8%	6	31.6	4	44.4
Hispanic	2820	31.4%	4	21.1	2	22.2
Asian/Pacific Islander	161	1.8%	1	5.3	0	0.0
American Indian/Alaska Native/Other	38	0.4%	1	5.3	0	0.0
Multi-Race	100	1.1%	0	0.0	0	0.0
Unkown	2	0.0%	0	0.0	0	0.0
Total	8980	100.0%	19	100.0	9	100.0
Gender						
Male	7756	86.4%	12	63.2	8	63.2
Female	1224	13.6%	7	36.8	1	36.8
Total	8980	100.0%	19	100.0	9	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**

TGA: Riverside/San Bernardino, California

Total Authorized Members according to the Bylaws:

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Total Non-Aligned Consumers: 9

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Race/Ethnicity	Living with HIV/AIDS in the TGA through 12/31/14		Members of the Planning Council		Non- Aligned Consumers on Planning Council	
	Number	Percent	Number	Percent	Number	Percent
White, not Hispanic	4442	49.5%	8	42.1	5	50.0
Black, not Hispanic	1417	15.8%	8	42.1	5	50.0
Hispanic	2820	31.4%	2	10.5	0	0.0
Asian/Pacific Islander	161	1.8%	1	5.3	0	0.0
American Indian/Alaska Native	38	0.4%	0	0.0	0	0.0
Multi-Race	100	1.1%	0	0.0	0	0.0
Unkown	2	0.0%	0	0.0	0	0.0
Total	8980	100.0%	19	100.0	10	100.0
Gender						
Male	7756	86.4%	11	57.9	9	57.9
Female	1224	13.6%	8	42.1	1	42.1
Total	8980	100.0%	19	100.0	10	100.0

Note: Modes of transmission should be considered when constructing reflective PLWH membership, but are not required.

Planning Council Training Schedule and Workplan

<i>Jan-16</i>	<i>Feb-16</i>	<i>Mar-16</i>	<i>Apr-16</i>
Required Documents & Available Forms- (PC Staff) Review Roberts rules of Orders	No Council Meeting	No Council Meeting	Bylaws Udate and PSRA Training; Integrated Prevention and Care Plan
<i>May-16</i>	<i>Jun-16</i>	<i>Jul-16</i>	<i>Aug-16</i>
No Council Meeting	Integrated Prevention and Care Plan	PS&RA Training PS&RA Summit	No Council Meeting
<i>Sep-16</i>	<i>Oct-16</i>	<i>Nov-15</i>	<i>Dec-15</i>
No Council Meeting	No Council Meeting	Elections	No Council Meeting

Other training possibilities, to be scheduled:



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Riverside/San Bernardino California Transitional Grant Area

Cameron Kaiser, MD
County Health Officer Co-Chair

Shelia Cromwell-Nieve
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Council Development/EAM Committee

Thursday March 10, 2016

9:00am-10:30am

Meeting Location

San Bernardino County Public Health
HIV Planning Conference Room B15
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Teleconferencing Location***

Desert AIDS Project
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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: R. Jordon, K. Smith

9:00am

1. Call to Order

- Roll Call*
- Introductions

G. French

2. Public Comments¹ -

None

Members of the Public

3. Members Privilege

G. French had Tax assistance information for low income individuals for both Riverside and San Bernardino Counties. He also announced that FAP hosted an HIV Awareness night on Feb 23rd celebrating Black History Month.

PC Members

4. Approval of Agenda²

4.1 Approve March 10, 2016 Agenda – There was a motion to approve the March 10, 2016 agenda. M/S/C: B. Contreras, L. White – No Abstentions

G. French

5. Approval of Minutes²

5.1 Minutes of 1.7.16 committee meeting
There was a motion to approve the 1.7.16 minutes.
M/S/C: L. White, B. Contreras – No Abstentions

G. French

6. Council Development Reports²

6.1 Council Development Report

- A. Attendance logs(A-1) – **Committee reviewed council attendance. It was noted that T.Lobato-Wright would be receiving an auto-termination letter. A. Fox stated that she created a new form for the new fiscal year.**
- B. CDC Report (A-2) – **We do have requests for application. Victor Perez, Desert Hot Springs submitted his application for council membership. Application was received via email. Three applicants are scheduled for interviews today. J. Barrientos, T. Evans and R. Menephee. Committee reviewed council reflectivity. We need to recruit more “white” people in order to reflect the ethnicity of the TGA. The federal madates states that 33% of Council membership must be consumers of Ryan White. The Council’s consumer representation is 47%.**

Committee Members

7. Evaluation of the Admistrative Mechanism

7. EAM Update – **The focus this year is to complete last year’s EAM. The final report did not have an evaluation of the PSRA or the grant application.**

8. Old Business – none

9. New Business²

9.1 Review Committee Workplan (A-3) – **The committee reviewed workplan.**

9.2 Review of 2015 Council Assessments (A-4) – (pg. 13) **Committee reviewed Council self-assessment summaries.**

9.3 Council Member USCA attendance – **There was a motion to recommend G. French to represent the Council at the USCA Conferene in September, 2016. M/S/C: L. White, B. Contrareas**

G. French

9.4 Lenora Ford-Watson Recognition – **A. Fox stated that L. Ford-Watson will be attending the next council meeting and that the Council can recognize her membership.**

10. Public Comments¹

No comments

Members of the Public

11. Members Privilege

None

PC Members

12. Review of Action Items

Staff will:

- 1. **Forward committee recommendation that G. French attend the conference in September to the council.**

PC Staff

13. Interview of Membership Candidate

1. T. Evans – Interviewed.
2. J. Barrientos – Was not interviewed
3. R. Menephee – Was not interviewed

G. French

14. Agenda Setting for Next Meeting

May 5, 2016

HIV Planning Council Conference Room

PC Members/ G. French

15. Roll Call*

PC Staff

10:30am

16. Adjournment

G. French

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