



San Bernardino County  
Department of Public Health  
351 N. Mt. View • San Bernardino, CA 92415-0100  
(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

# Council Development/EAM Committee

Thursday, October 22, 2015  
10:30-11:30am

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

<b>10:30am</b>	<b>1. Call to Order</b> <ul style="list-style-type: none"> <li>▪ Roll Call*</li> <li>▪ Introductions</li> </ul>	G. French
	<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> 4.1 Approve October 22, 2015 Agenda	G. French
	<b>5. Approval of Minutes<sup>2</sup></b> 5.1 Minutes of 9.17.15 committee meeting	G. French
	<b>6. Council Interview</b> 6.1 Candidate – Sameer Rukholia	Committee Members
	<b>7. New Business<sup>2</sup></b> 7.1 Review of members who are finishing their 1 <sup>st</sup> Term (A-1) <ul style="list-style-type: none"> <li>• J. Taylor</li> </ul> 7.2 Council Assessment update	G. French

	<b>9. Public Comments<sup>1</sup></b>	Members of the Public
	<b>10. Members Privilege</b>	PC Members
	<b>11. Review of Action Items</b>	PC Staff
	<b>12. Agenda Setting for Next Meeting</b> January 7, 2016	PC Members/ G. French
	<b>13. Roll Call*</b>	PC Staff
<b>11:30am</b>	<b>14. Adjournment</b>	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.

<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) 693-0750.

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Member Name: Jeff Taylor

	<b>Acceptable</b>	<b>Unacceptable</b>
Attendance		
Participation		
Engagement		
Conduct		
Representation of Council		

Notes:

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Recommended for Renewal:                      Yes \_\_\_\_\_                      No \_\_\_\_\_

Member Name:

	<b>Acceptable</b>	<b>Unacceptable</b>
Attendance		
Participation		
Engagement		
Conduct		
Representation of Council		

Notes:

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Recommended for Renewal:                      Yes \_\_\_\_\_                      No \_\_\_\_\_



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# Council Development/EAM Committee

Thursday, September 17, 2015

11:00am-12:00pm

### 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  
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## Minutes

**Members:** G. French, J. Taylor, L. White, S. Cromwell-Nieve, C. Smith, T. Lobato-Wright, A. Jacobson

**Staff:** A. Fox

**Public:** L. McGee, H. Montijo, T. Evans

**11:15am**

### 1. Call to Order

- Roll Call\*
- Introductions

G. French

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

NONE

Members of the Public

### 3. Members Privilege

L. White announced tht he is now a peer advocate for FAP

PC Members

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

4.1 Approve September 17, 2015 Agenda

**Motion to approve the 9.17.15 agenda. M/S/C: L. White, A. Jacobson. – No Abstentions**

G. French

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

5.1 Minutes of 8.20.15 committee meeting

**Motion to approve the 8.20.15 minutes. M/S/C: A. Jacobson, L. White. – No Abstentions**

G. French

### 6. Council Development Reports<sup>2</sup>

6.1 Council Development Report

A. Attendance logs(A-1)

Committee reviewed attendance logs.

Committee Members

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6.2 CDC Report (A-2)

Committee reviewed and discussed CDC report. Will implement the first of the year – Council review of Code of Ethics, Meeting protocol and required member documentation of members at January Council meeting.

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**7. Old Business<sup>2</sup>**

7.1 Council Responsibilities Assessment (A-3)

Members decided to release PC Self Assessment. The committee also discussed have periodic fiscal audits of the Councils budget.

Committee Members

**There was a motion to request a fiscal audit of the Council budget from 2013 through 2015. M/S/C: A. Jacobson, L. White – No abstentions**

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**8. New Business<sup>2</sup>**

8.1 Carolyn Harris Award

Discussed and reviewed the criteria of the Carolyn Harris award and decided to send out new package.

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

NONE

Members of the Public

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**10. Members Privilege**

G. French asked S. Cromwell-Nieve to give a brief overview of the USCA. She gave a brief overview, she stressed that stigma is still a huge problem.

PC Members

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**11. Review of Action Items**

Staff will:

1. Will meet w/Chair to verify assessment tool
2. Will number assessment tool

PC Staff

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**12. Agenda Setting for Next Meeting**

October 22, 2016

PC Members/ G. French

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**13. Roll Call\***

PC Staff

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**12:05pm**

**14. Adjournment**

G. French

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