



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

Thursday May 5, 2016
 10:30am-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

10:30am	1. Call to Order <ul style="list-style-type: none"> ▪ Roll Call* G. French ▪ Introductions
	2. Public Comments¹ Members of the Public
	3. Members Privilege PC Members
	4. Approval of Agenda² G. French 4.1 Approve May 5, 2016 Agenda
	5. Approval of Minutes² G. French 5.1 Minutes of 4.12.16 committee meeting
	6. Council Development Reports² Committee Members 6.1 Council Development Report <ul style="list-style-type: none"> A. Attendance logs(A-1) B. CDC Report (A-2)
	7. Evaluation of the Administrative Mechanism 7. EAM Update
	8. Old Business 8.1

9. New Business²		
9.1 HRSA/AETC Training Request		G. French
9.2 Review and Revise Membership Application		
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		
June 2, 2016		G. French/Committee
HIV Planning Council Conference Room		
14. Roll Call*		PC Staff
11:30am	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.

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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	A							
			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									
		Term Out Dec 2016	RIV	Bylaws	1							
			Finance									
			CDC	1	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									

	Member & County		Committee Meeting	MAR	APR	MAY	JUN	JUL	SEP	NOV	JAN
11	Ohikhuare, MD	Maxwell	PC								
		SB	PSRA								
12	Taylor	Jeff	PC								
		RIV	CDC	1	1						
		1st Term		Empowerment	1						
				AD-HOC		NQ					
		End Dec 2016		PSRA							
13	White	Lloyd	PC								
		SB	Bylaws	1							
		1st Term		Empowerment	1						
		End Dec 2016		Finance							
				Planning	1						
				CCC	1						
				CDC	1	1					
				Standards	1						
				PSRA							
14	Welden	Zayda	PC								
		RIV	CCC	1							
		1st Term		Planning	1						
		End Dec 2018		Standards	1						
			PSRA								
15	Smith	Curtis	PC								
		RIV	Planning	LOA							
		1st Term		Empowerment	LOA						
		End Dec 2018		Standards	LOA						
			PSRA								
16	Jacobson	Aaron	PC								
		SB	Empowerment	1							
		1st Term		Planning	1						
		End Dec 2018		CDC	1						
				AD-HOC							
			PSRA								
17	Patterson	Justin	PC								
		SB	Empowerment	A							
		1st Term		CDC	A	A					
		End Dec 2018		CCC	A						
				AD-HOC							
			PSRA								
18	Rukholia	Sameer	PC								
		RIV	CCC								
		1st Term		PSRA							
	End Dec 2018										



**Inland Empire HIV Planning Council
Council Development Committee Report
5-Apr-16**

Membership Status			
The IEHPC Membership can total 18-32 members			
18			
Riverside Region is currently represented by 8 members.			
San Bernardino is currently represented by 8 members.			
There is currently 2 members representing the State.			
Recent Resignations/ Terminations			
Member Names	County	Effective Date	
Request for Application			
Name	County	Date Sent	
Robin Delgado	San Bernardino	10/1/2015	
Membership Applications Received			
Name	County	Date Received by PCS / Date Reviewed	
Harry Montijo	San Bernardino	7/30/2015	8/1/2015
Thomi Clinton	Riverside	4/13/2016	4/13/2016
Victor Perez	Riverside	3/4/2016	3/4/2016
Jason Merriman	San Bernardino	6/10/2015	7/1/2015
John Vasquez	Riverside	1/14/2016	1/15/2016
Applicants Attending Meetings			
Name	County	Committee Mtgs	Planning Council Mtgs
Kalayah Smith	Riverside	1	
Robert Menephee	Riverside	1	1
Harry Montijo	San Bernardino	1	
John Vasquez	Riverside	1	
Victor Perez	Riverside	1	
Jose Barrientos	San Bernardino	1	1
Scheduled Interviews			
Name	County	Date of Interview	
Kalayah Smith	Riverside		
Robert Menephee	Riverside		
Jose Barrientos	San Bernardino		
BOS Approval in Process			
Name	County	Anticipated PC Approval Date	

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

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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
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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

19
9

**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:

Total Members as of 1/7/16 19

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:



INLAND
EMPIRE
HIV
PLANNING
COUNCIL

San Bernardino County
Department of Public Health
351 N. Mt. View • San Bernardino, CA 92415-0100
(909) 693-0750
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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
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Minutes

Members: G. French, A. Jacobson, L. White, J. Taylor

Staff: A. Fox, S. Beamon

-
- | | | |
|----------------|---|-----------------------|
| 9:30 am | 1. Call to Order – Meeting was called to order at 9:59 a.m. <ul style="list-style-type: none">▪ Roll Call*▪ Introductions | G. French |
| <hr/> | | |
| | 2. Public Comments¹
None | Members of the Public |
| <hr/> | | |
| | 3. Members Privilege
J. Taylor – he formally asking that G. French recuse himself from the vote of T. Evans for membership. A. Fox stated that he could make the request for discussion on Agenda Item 8.1. | PC Members |
| <hr/> | | |
| | 4. Approval of Agenda²
4.1 Approve April 12, 2016 Agenda
There was a motion to approved the Agenda. M/S/C: A. Jacobson, L. White – no abstentions | G. French |
| <hr/> | | |
| | 5. Approval of Minutes²
5.1 Minutes of 3.10.16 committee meeting
There was a motion to approve the 3.10.16 minutes.
M/S/C/: L. White - no abstentions | G. French |
-

6. Council Development Reports²

6.1 Council Development Report

- A. Attendance logs(A-1) – A. Fox stated that she received a letter re membership. Sent a joint letter to HERSA and that we get monthly reports. (part B represented). They must attend or call in at the quarterly meetings. Margorie Catz must attend either call in.
- B. CDC Report (A-2) – We will be removing Todd from the HERSA We need some Hispanics on the committee. Recruitment plan has been approved, and we are going to have the council members recruit members that fit the races that we need. The committee may look into background checks for new members. We will incorporate training for the council PSRA

Committee Members

The committee reviewed the report and will promote membership recruitment at the next Council meeting.

7. Evaluation of the Administrative Mechanism

7. EAM Update – **A. Fox gave an update and said the last report did not include the PSRA. Will be bringing it to the June Council meeting. The next evaluation may focus on RFP.**

8. Old Business

8.1 Interview Recommendations – **T. Evans was interview was discussed. There was indept discussion on membership category and it was brought out that the African American representation exceeds percentile of reflectiveness of TGA. The committee also discussed membership categories that were not well represented. There was a vote to recommend T. Evans for membership. M/S/C/: J. Taylor, A. Jacobson. L. White voted “no”.**

9. New Business²

None

G. French

10. Public Comments¹

None

Members of the Public

11. Members Privilege

G. French stated that the Townhall meeting was great. He thanked staff and members that attended.

PC Members

12. Review of Action Items

Staff will:

- 1. Agendize committee recommendations.
- 2. Provide extra membership applications and specify what members that we are looking for and also females.

PC Staff

13. Agenda Setting for Next Meeting

May 5, 2016 at 9:30 am

HIV Planning Council Conference Room
Review and Revise Membership Application

G. French/Committee

14. Roll Call*

PC Staff

10:30am

15. Adjournment

Meeting adjourned at 10:50 am

G. French

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