



LOS ANGELES COUNTY COMMISSION ON HIV

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Approved
7/11/2011

OPERATIONS COMMITTEE MEETING MINUTES

June 13, 2011

MEMBERS PRESENT	MEMBERS ABSENT	HIV EPI AND OAPP STAFF	COMM STAFF/ CONSULTANTS
Fredy Ceja, <i>Co-Chair</i>	Robert Butler	Carlos Vega-Matos	Jane Nachazel
Jenny O'Malley, <i>Co-Chair</i>	Alberto Orozco		Craig Vincent-Jones
Carla Bailey	Dean Page		
James Chud		PUBLIC	
Thelma James		Kevin Lewis	
Joseph Green			
Karen Peterson			

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- 1) **Agenda:** Operations Committee Agenda, *6/13/2011*
- 2) **Minutes:** Operations Committee Meeting Minutes, *5/9/2011*
- 3) **Maps:** Los Angeles County Service Planning Areas and Service Planning Areas by Supervisorial District, *8/2002*
- 4) **Table:** Los Angeles County Commission on HIV, Membership Roster, *5/7/2011*
- 5) **Table:** Commission on HIV, Overall Attendance Percentages, *January - December 2010*
- 6) **Table:** Committee Assignments, *6/7/2011*
- 7) **Memorandum:** Interview Questions for New Commission Member Candidates, *12/5/2010*
- 8) **Commission Member Application:** Carlos Vega-Matos, *6/13/2011*
- 9) **Commission Member Application:** Kevin Lewis, *6/13/2011*
- 10) **Memorandum:** JPP Committee Community Membership Criteria, *3/21/2011*
- 11) **Committee Membership Application:** Aaron Fox, *6/8/2011*

1. **CALL TO ORDER:** Mr. Ceja called the meeting to order at 10:40 am.
2. **APPROVAL OF AGENDA:**
MOTION #1: Approve the Agenda Order with Items 9, 11, 12 and 13 postponed and Mr. Green added to Committee members (*Passed by Consensus*).
3. **APPROVAL OF MEETING MINUTES:**
MOTION #2: Approve 5/9/2011 Operations Committee Meeting minutes amended to correct Item 8.B. Bullets 3 and 4 respectively as follows: Alberto Mendoza to Alberto Reynoso and Dr. Cutler to Dr. Butler (*Passed by Consensus*).
4. **PUBLIC COMMENT, NON-AGENDIZED:** There were no comments.
5. **COMMISSION COMMENT, NON-AGENDIZED:** There were no comments.
6. **PUBLIC/COMMISSION COMMENT FOLLOW-UP:** There were no comments.
7. **CO-CHAIRS' REPORT:** Mr. Ceja reminded all whose terms are due to expire to submit their renewal applications.

Operations Committee Meeting Minutes

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8. MEMBERSHIP:

A. Candidate Applications:

- There were interviews for new Commission candidates Messrs. Vega-Matos and Lewis as well as review of the Joint Public Policy (JPP) Committee recommendation to nominate Mr. Fox as a non-Commission JPP Committee member.
- As Chief, Care Division, OAPP, Mr. Vega-Matos oversees Part B providers in addition to the rest of the RW portfolio, so is able to see how the various RW Parts interrelate. He returned to OAPP in 2007 after having worked there at the start of Ryan White (RW) in 1990-1992, so can bring an historical perspective to the work.
- He has worked in public health with a focus on HIV and related fields such as mental health, substance abuse and housing since 1988. Accomplishments include the first grant to start the Latin AIDS Network [501 (c) 3] which became the Latin American Health Institutes of Boston (the largest Latino AIDS provider in Boston), and work with the National Association of State Boards of Education on HIV education. He is currently an active member of the Standards of Care (SOC) and Priorities and Planning (P&P) Committees.
- Mr. Lewis served on the Commission in 2004-2006 shortly after having been diagnosed. While he recognizes that the African-American heterosexual male who acquires HIV through heterosexual contact is a small constituency, he wants to bring that perspective to Commission decision-making. Mr. Lewis is an Emergency Medical Technician (EMT) and Quality Improvement Coordinator at Trans Aid Ambulance and has a law enforcement background.
- Ms. Bailey noted Mr. Lewis spoke effectively to a previous meeting of 300 California Youth Authority young men and thirteen Sheriff Deputies. Heterosexual men are rarely represented in the HIV community, so the voice is a critical one.
- Mr. Vincent-Jones noted the Ordinance allows non-Commission committee members to augment expertise. SOC and JPP chose to use the option and have determined their criteria. Operations' role is to verify candidates meet criteria. JPP criteria are Prevention Planning Committee (PPC) representation and policy expertise. Mr. Fox meets the latter criterion and has applied to the PPC on the condition that he is assigned to JPP.

MOTION #3 (Bailey/James): Nominate Carlos Vega-Matos to the Part B seat and forward to the Commission for approval and submission to the Board of Supervisors for appointment (**Passed by Consensus**).

MOTION #4 (Peterson/Chud): Nominate Kevin Lewis to the Consumer District 2 Alternate seat and forward to the Commission for approval and submission to the Board of Supervisors for appointment (**Passed by Consensus**).

MOTION #5 (Chud/James): Nominate Aaron Fox to a non-Commission Joint Public Policy Committee seat and forward to the Commission for approval and submission to the Board of Supervisors for appointment (**Passed by Consensus**).

B. Membership Status: No report given.

9. COMPREHENSIVE TRAINING PROGRAM (CTP): This item was postponed.

10. MEMBERSHIP MANAGEMENT:

- A. Membership Recruitment:** This item was postponed.
- B. Application Materials:** This item was postponed.
- C. Membership Evaluation/Assessment:** Work will begin on necessary skills and experience in July.

11. COMMUNITY MOBILIZATION PLAN: This item was postponed.

12. ALTERNATE OPERATIONAL RESOURCES: This item was postponed.

13. NEXT STEPS: There was no additional discussion.

14. ANNOUNCEMENTS: There were no announcements.

15. ADJOURNMENT: The meeting adjourned at 1:05 pm.