

LOS ANGELES COUNTY
HIV PREVENTION PLANNING COMMITTEE
600 South Commonwealth Avenue 10th Floor – Los Angeles, Ca. 90005-4001

APPROVED

EXTERNAL ACTIVITIES SUBCOMMITTEE MEETING

SUMMARY

Wednesday, June 22, 2011

Members Present:

Enrique Topete, David Giugni, Scott Campbell, Grissel Granados, Anthony Gutierrez, Brian Lew (by telephone)

Members Absent:

Rryn Chua (E), Victor Martinez (E),

Others Present:

Jeffrey Goodman, Uyen Kao, CHIPTS; Kiesha McCurtis, CHIPTS; Elizabeth Escobedo, OAPP

Enrique Topete called the meeting to order at 10:12 AM and a quorum was present.

I. Welcome and Introductions

Enrique Topete welcomed everyone to the External Activities Subcommittee meeting and self introductions were made.

II. Review and Approval of June 22, 2011 External Activities Meeting Agenda

The draft June 22, 2011 PPC External Activities Subcommittee meeting agenda was reviewed. Elizabeth Escobedo requested to move the Task Forces/Subcommittees agenda item before the Discussion/Development of PPC Ad-hoc Subcommittee Recommendations/Guidelines agenda item. David Giugni seconded the motion to modify the June 22, 2011 External Activities Subcommittee meeting agenda. The motion passed by consensus.

III. Review and Approval of May 25, 2011 External Activities Meeting Summary

The draft May 25, 2011 PPC External Activities Subcommittee meeting summary was reviewed. David Giugni seconded the motion to approve the May 25, 2011 External Activities Subcommittee meeting summary. The motion passed by consensus.

IV. Public Comment

None.

V. Task Forces/Subcommittees

- Latino Task Force Recommendations
Enrique Topete shared the Executive Summary for the Latino Task Force Recommendations will be presented to the PPC Steering Subcommittee on June 30th.

- **Executive Summary for the Transgender Recommendations**
Elizabeth Escobedo reported a cover memo was written. The PPC Community Co-Chairs have signed the memo and the Executive Summary has been forwarded to the Director of OAPP.
- **Asian Pacific Islander/Native American (API/NA) Ad-hoc Subcommittee**
Uyen Kao reported the API/NA Ad-hoc Subcommittee met on June 14th and there was discussion regarding that at least one ad-hoc subcommittee co-chair must be a PPC member. Ryn Chua is resigning from the Asian Pacific AIDS Intervention Team (APAIT) and expressed he intends to continue on the PPC as a member.
- **Joint Public Policy**
Elizabeth Escobedo shared the Joint Public Policy is meeting today at 2:00 PM at the Commission offices. As the External Activities Subcommittee has not developed the recommendation for PPC participation on the Joint Public Policy Committee, Jeffrey Goodman volunteered to attend the Joint Public Policy Committee meetings beginning in July.

VI. Development of Ad-hoc Subcommittee Guidelines

Elizabeth Escobedo circulated a copy of the HIV Prevention Plan Addendum 2006, which includes previous recommendations developed by PPC Task Forces and Subcommittees. Uyen Kao distributed a draft document titled “Ad Hoc Groups – Guidelines for Developing Recommendation Development Guidelines – dated 6/22/11”. The document was reviewed. Modifications were requested. Uyen Kao agreed to include the input suggested at the meeting and to electronically forward a copy of the revised document to the PPC External Activities Subcommittee by July 20th. The External Activities Subcommittee will review the document at the July 27th External Activities Subcommittee meeting with the intent of forwarding the guidelines to the PPC Steering Subcommittee on Thursday, July 28th.

David Giugni agreed to accept the responsibilities of External Activities Subcommittee Deputy Chair.

VII. Announcements

None

VIII. Adjournment

Meeting adjourned at 11:32 AM.

MOTION SUMMARY		
Motion #1: Amend and approve the June 22, 2011 PPC External Activities Subcommittee meeting agenda.	<i>Passed by consensus</i>	MOTION PASSED
Motion #2: Approve the May 25, 2011 PPC External Activities Subcommittee meeting summary.	<i>Passed by consensus</i>	MOTION PASSED

NOTE: All HIV Prevention Planning Committee (PPC) meeting summaries, tapes and documents are available for review and inspection at Office of AIDS Programs and Policy (OAPP).

Materials Distributed:

Draft Meeting Agenda for June 22, 2011 PPC External Activities Subcommittee Meeting
Draft Meeting Summary for May 25, 2011 PPC External Activities Subcommittee Meeting
External Activities Subcommittee Roster
2011 External Activities Subcommittee Meeting Calendar
June 2011 and July 2011 PPC-COH Combined Calendar
June 22, 2011 Draft “Ad Hoc Groups – Guidelines for Developing Recommendation Development Guidelines”