
**LOS ANGELES COUNTY
HIV PREVENTION PLANNING COMMITTEE**
600 South Commonwealth Avenue, 9^h Floor • Los Angeles CA 90005-4001

Approved

**9 MEETING SUMMARY 9
EVALUATION SUBCOMMITTEE
Thursday January 22, 2009
2:05 PM to 3:40 PM
Room 927 A 9th Floor**

Attendees:

Terry Smith
Miguel Martinez
David Giugni
Juli-Ann Carlos

Members Absent:

Cesar Cuadra
Sandra Olivas
Jeffery King

Others Present

Uyen Kao
Min Kim
Marie Francois
Rosie Vasquez

AGENDA ITEM/TOPIC	DISCUSSION	KEY DECISIONS	FOLLOW UP
Welcome/ Introductions			
I. Review / Approval of Agenda	The Draft Meeting agenda was reviewed.	The Meeting Agenda was approved.	
II. Review / Approval of Meeting Summary	Meeting summary for December 15, 2008 was presented.	Meeting summary was approved as presented.	

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<p>III. Data Summit Update</p>	<p>Miguel Martinez reported that the Data Summit workgroup did not meet.</p>		
<p>IV. PPC Membership Survey</p>	<p>Min Kim distributed a draft copy of the member survey responses. Mr. Kim reported that 38 individuals started and or completed the survey; 30 out of 32 PPC members took the survey; 29 out of the 32 PPC members completed the survey; and 8 non-PPC members took the survey. Mr. Kim reviewed each of the tables with the committee members. Mr. Kim also reviewed the responses to the attributes in the survey. Mr. Kim stated that the majority response had an 80% agreement rate.</p>	<p>Discussion held on Table 4 “ Participation on Other Planning Groups” OAPP staff were asked to breakdown by PPC members only.</p> <p>Members reviewed the qualitative responses and recommendations.</p>	<p>OAPP staff will follow up and present new table at the next meeting.</p> <p>The report will be presented to the Operations Committee. Terry Smith volunteered to present.</p>
<p>V. 2009 Subcommittee WorkPlan</p>	<p>Miguel Martinez presented an updated work plan for discussion.</p> <p>Juli-Ann Carlos reported that she and Pamela Ogata had met to discuss resources for Goal 6-Develop new PPC member profile based on new Prevention</p>	<p>Ms. Carlos stated that she and Ms. Ogata had selected the National HIV Behavioral Surveillance (NHBS) data as a key resource. Ms. Carlos stated that this</p>	<p>Juli-Ann Carlos will update committee on other resources and studies that are identified</p>

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<p>VI. February Draft Agenda</p>	<p>Plan model. Ms. Carlos distributed a draft outline of the PPC Membership Demographics profile.</p> <p>Uyen Kao distributed the CHIPTS Scientific Colloquia Series Evaluation Form. This form is in regards to Goal 7- Develop tool to evaluate the satisfaction, knowledge and training needs of PPC members. Ms. Kao stated that she included the suggestions received by the committee members.</p> <p>Miguel Martinez discussed the comment card for soliciting participants and member input on PPC meeting. This will assist with Goal 7 in measuring the interest and needs of those attending the meeting.</p> <p>Miguel Martinez drafted the February agenda to include the following:</p> <ul style="list-style-type: none"> • Data Summit • 2009 Subcommittee Work plan 	<p>surveillance data is gathered every three years. The other resource is the HIV/AIDS – Surveillance (HARS).</p> <p>Miguel Martinez will develop comment card and e-mail to members</p>	<p>for use in populating the table.</p> <p>Miguel Martinez stated that he would present at the next Executive Committee meeting.</p> <p>Miguel Martinez will present the comment card at the next Executive Committee meeting.</p>
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VII. Announcements	<ul style="list-style-type: none">• 2009 OAPP funded agencies' Evaluation Plan and HE/RR standardized data collection <p>Terry Smith stated that in conjunction with Black History month, a forum on Homophobia and Racism in the Black community is set for February 12, 2009 at Plummer Park from 6 to 9 pm.</p>		
VII Adjournment	Meeting adjourned at 3:40 pm		

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MOTION AND VOTING SUMMARY		
MOTION #1: Approve the Meeting agenda	<i>Passed by Consensus</i>	MOTION PASSED
MOTION #2: Approve Meeting Summary for January 22, 2009	<i>Adopted by Consensus</i>	

Materials Distributed:

Meeting Summary for December

PPC Membership Survey 2008 draft report

CHIPTS Evaluation Form for Colloquia Series

PPC Membership Demographic outline

2009 Work Plan