
**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**

**Monday, September 15, 2008
2:05 PM to 3:20PM
Room 927 A/B 9th Floor**

Attendees:
Michael Green
Miguel Martinez
Cesar Cuadra
Juli-Ann Carlos

Members Absent:
David Giugni

Others Present
Uyen Kao
Pamela Ogata
David Pieribone
Rosie Vasquez
Min Kim
Candice Rivas

AGENDA ITEM/TOPIC	DISCUSSION	KEY DECISIONS	FOLLOW UP
Welcome/ Introductions			
I. Review / Approval of Agenda	The Draft Meeting agenda was reviewed and approved.	The Meeting Agenda was approved.	
II. Review / Approval of Meeting Summary	Meeting summary for August 18, 2008 was presented.	Meeting summary for August 18, 2008 adopted with two corrections: time of meeting from noon to 2:00 pm and correct spelling of Mario Gonzalez.	
III. Data Summit	Candice Rivas reported that to date,		Ms. Rivas will send out

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<p>IV. County Level Data Collection Systems</p>	<p>there were 24 individuals who had sent an RSVP. Ms. Rivas reported that the California Endowment Center was reserved for the 2009 summit which will be held in October.</p> <p>Discussion held on the follow up meeting after the data summit. The follow-up meeting is to include researchers to brainstorm potential research questions and to discuss analysis of LACHNA data</p> <p>Min Kim reviewed handout on “how to request data.” Mr. Kim indicated that some of the data could be found on the respective agency web site. No response has been received from Mental Health Department. It was reported that some of the programs contract for data services which contributes to the long process. Dr. Green suggested that the Office of Health Assessment be included.</p>	<p>Research questions to be developed following the data summit.</p> <p>The January 2009 meeting tentatively selected as the follow up session.</p> <p>Committee suggested that the process for acquiring information be clarified, describe the lengthy process; additionally the list of departments should be in alphabetical order.</p>	<p>periodic updates as to the attendance for November’s summit.</p> <p>Juli-Ann Carlos to recruit researchers.</p> <p>Min Kim will update list to reflect addition of the Office of Health Assessment.</p>
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<p>V. Service Inventory</p>	<p>David Pieribone reported that the data base for HIVLA may include most of the information needed. Mr. Pieribone suggested that APLA be contacted for database runs that are needed.</p>	<p>Request run on agencies that provide mental health and substance abuse services. Meet with Operations to develop new timeline based on the new contracts to be executed for 2009.</p>	<p>David and Pam will contact APLA for information.</p>
<p>VI. PPC Membership Demographics</p>	<p>Pamela Ogata reported that the Operations Committee requested the assistance of the Evaluation Committee to develop a tool to monitor the PPC membership demographics based on the priority populations listed in the new Prevention Plan.</p>		
<p>VII. 2008 Subcommittee Work Plan</p>	<p>Miguel Martinez reviewed the updated Work Plan with the committee members. Mr. Martinez reported that goals 1 through 3 were completed; goals 4-8 are in progress.</p>		

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VIII. October 2008 Draft Agenda	Items to be included: discussion on draft of member survey, demographics tool and 2009 evaluation plans implementation of the LEO system.		
IX. Announcements	Juli-Ann Carlos reported that the match of STD and HIV/EPI data is on hold; however the information will be available from the State.		
X. Adjournment	Meeting adjourned at 3:30 PM		

MOTION AND VOTING SUMMARY		
MOTION #1: Approve the Meeting Agenda	<i>Passed by Consensus</i>	MOTION PASSED
MOTION #2: Approve Meeting Summary for August 18, 2008	<i>Passed by Consensus</i>	

Materials Distributed:

Meeting Summary for August 18, 2008

Handout: Data Request Process for Programs in LAC DPH

Handout: Resource Inventory Outline

Updated 2008 Subcommittee Work Plan