

The Los Angeles County HIV PREVENTION PLANNING COMMITTEE FACT SHEET

The Los Angeles County **HIV Prevention Planning Committee (PPC)** is mandated by the Centers for Disease Control and Prevention (CDC) to make ongoing recommendations regarding the full range of HIV prevention activities in Los Angeles County.

WHAT IS THE PPC'S MISSION?

The mission of the PPC is to engage in an ongoing process to develop and update a comprehensive HIV prevention plan for the diverse populations of Los Angeles County. In doing so, the PPC will identify and support methods and programs which are effective in preventing the transmission of HIV, thus reducing the incidence of HIV infection in the County.

HOW DID THE PPC BEGIN?

Los Angeles County began formal HIV/AIDS planning with the 1988 release of the AIDS Comprehensive Service Plan and the 1990 creation of the County/Community Planning Council, a group of HIV activists, agency representatives, and County staff that then guided HIV/AIDS services in the County. In 1993, the CDC awarded grants to 65 jurisdictions to create community-wide HIV prevention planning groups. The Los Angeles County PPC was formed and convened for the first time in 1994. In 1995, the PPC was identified as a select committee of the County Commission on HIV Health Services.

WHAT DOES THE PPC DO?

The CDC provides funding to the County of Los Angeles and the PPC to assist in completing several tasks, including:

- Compiling an Epidemiological Profile
- Conducting a Needs Assessment
- Assembling a Resource Inventory
- Conducting a Gaps Analysis
- Identifying effective strategies and interventions
- Prioritizing prevention needs
- Developing/updating a comprehensive HIV Prevention Plan

These tasks are completed at the monthly PPC meetings, the PPC's annual two-day Planning Meeting, and monthly meetings of the four standing PPC subcommittees: *Evaluation, Executive, Operations, and Standards and Best Practices*. The PPC may, at any time, also create ad hoc subcommittees and task forces to address specific issues.

WHEN DOES IT MEET?

The PPC regularly meets on the first Thursday of every month at St. Anne's Foundation (155 North Occidental Boulevard, Los Angeles); for more information on these monthly meetings, please contact John Mesta at 213.351.8133 or visit the OAPP website at www.lapublichealth.org/aids. Subcommittees meet at various times throughout the month, usually at OAPP (600 South Commonwealth Avenue, 10th Floor, Los Angeles). Subcommittee Rosters with meeting schedules and contact information are distributed at every PPC meeting. PPC and subcommittee meetings are facilitated by designated PPC members and supported by OAPP staff.

HOW CAN I PARTICIPATE?

As the name might indicate, the community planning process relies on the participation of the community, and the public is strongly encouraged to get involved in the process. The public can participate in several ways: by attending the monthly PPC meetings; participating in one or more subcommittees, where the meat of the PPC's work is done; making public comment at meetings and holding members accountable; and by applying to become a PPC member.

WHAT DOES PPC MEMBERSHIP ENTAIL?

The CDC mandates that "HIV prevention community planning reflects an open, candid, and participatory process in which differences in cultural and ethnic background, perspective, and experience are essential and valued." This process is characterized by *Inclusion*, which ensures that the perspectives of affected communities are included; *Representation*, which ensures that PPC members reflect the norms and values of the communities they represent; and *Parity*, which ensures that members are afforded equal opportunities for skills-building and participation.

PPC members can serve up to three consecutive two-year terms but are only selected for one term at a time. PPC members commit to attending all scheduled PPC meetings, special meetings, and annual planning meeting; participating in at least one subcommittee; and devoting a minimum of six hours per month to these endeavors. By vote, a PPC member can be expelled from the body at the end of, or at any point during, a term for excessive absences, repeated lateness or leaving early, missing the annual planning meeting, lack of subcommittee participation, or for conflict-of-interest violations. All PPC members are expected to conduct themselves in a professional manner with openness, trust, and candor.

HOW ARE MEMBERS SELECTED?

PPC member recruitment is an ongoing, competitive process. The Operations and Executive Subcommittees recommend new members to the full body, which then votes to approve or reject those recommendations. These recommendations are then forwarded to the Director of OAPP for final appointment.

Members are chosen for their unique knowledge, understanding, and experience regarding HIV prevention issues in the County. Members may also be chosen in part for their demographic profile, to ensure the composition of the PPC (race, geography, sexual orientation, etc.) reflects that of the epidemic in the County. In addition, some PPC seats are reserved for representatives from governments or governmental agencies, such as the County HIV Epidemiology Program and the City of Pasadena. The PPC Co-Chairs are comprised of two community representatives, limited to one two-year term each as Co-Chair, and up to two representatives from OAPP. No more than two PPC members can be from any single agency.

HOW CAN I APPLY?

Applications for PPC Membership are distributed at every PPC meeting. Per the instructions, applicants are asked to submit an application and their resume. This application is kept on file for two years and is considered and reconsidered whenever vacancies arise. Not being selected does not constitute a rejection but merely reflects the needs, both in skills and demographics, of the PPC at the time. At the end of these two years, applicants not selected are encouraged to reapply.

Applications can also be downloaded from the Internet at the OAPP website at www.lapublichealth.org/aids or requested in person at OAPP's offices (600 South Commonwealth Avenue, 6th Floor, Los Angeles) or via fax: 213.381.8023.