



LOS ANGELES COUNTY COMMISSION ON HIV

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MEMBER DUTY STATEMENT

Seat: TITLE IV REPRESENTATIVE

In order to be an effective, active member of the Commission on HIV Health Services, an individual must meet the following demands of Commission membership and constituency representation:

RESPONSIBILITY/ACCOUNTABILITY:

General:

- ① A thorough knowledge of the particular HIV/AIDS community, constituency and/or body that you are representing;
- ② A commitment to continually and consistently inform those bodies you represent of Commission and Commission-related activities and information.
- ③ Provide the perspective of your entity on matters before the Commission regardless of your personal viewpoint.
- ④ Cast your vote in a manner that is best for Los Angeles County regardless of your entities or your personal opinion.

Specific:

- Represent the views and perspectives of the CARE Act Title IV-funded providers throughout Los Angeles County.
- Advocate for the interests and concerns of the female, youth and family clients served by CARE Act Title IV-funded services.
- Discuss service delivery enhancements for women with HIV/AIDS in such areas as child care, respite and day care, access to legal services, adoption services and other areas of particular interest to these populations.
- Identify the factors that distinguish HIV/AIDS in women, children, youth, and families from those found in other populations.
- Address the needs of women and children for a range of comprehensive and coordinated services including neonatal and pediatric specialty, gynecologic and obstetric care, services for caregivers of HIV-positive children.
- Advocate for support of care, treatment and prevention campaigns that meet specific needs for women, children, adolescents and families.
- Encourage constituency represented to attend and participate in Commission and Commission-affiliated meetings on areas of particular concern to them.

PARTICIPATION:

General:

- ① A willingness to fill a full two-year Commission term.
- ② Each year of the two-year term, the Commissioner is expected to attend* and participate in, at a minimum, these activities:

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- One all-day Commission orientation (*first year only*) and assorted trainings throughout the year;
 - One half-day Board of Supervisors Executive Office orientation (*first year only*);
 - One half- to full-day Commission meeting once a month;
 - One two-hour to half-day Committee meeting once a month;
 - One or two full-day priority- and allocation-setting meetings;
 - One two-day, one-night Commission annual meeting in November;
 - Assorted voluntary workgroups, task forces and special meetings as required due to Committee assignment and for other Commission business.
- ③ A commitment to devote a minimum of ten hours per month to Commission/Committee attendance, preparation and other work as required by your membership on the body.
- ④ A pledge to:
- respect the view of other regardless of their race, ethnicity, sexual orientation, HIV status or other factors;
 - abide by “Robert’s Rules of Order, Newly Revised”, the Ralph M. Brown Act, and the Commission’s Code of Conduct;
 - consider the view of others with an open mind;
 - actively and regularly participate in the ongoing decision-making process; and
 - support and promote decisions resolved and made by the Commission when representing the Commission.

**Stipulations: Failure to attend the required meetings may result in a Commissioner’s removal from the body.*

Specific:

- Address the complex issues of families affected by HIV/AIDS.
- Promote support for more inclusion of women in HIV/AIDS clinical trails and research.
- Involvement in efforts to identify and detail the “special features and characteristics” of these populations.
- Convey importance of identifying HIV-positive pregnant women and connecting them with care that can improve their health and prevent perinatal transmission.
- Urge support of specialized national programs that focus on improving access to a comprehensive system of health and social services for populations least able to cope with HIV/AIDS.
- Discuss HIV/AIDS specific issues confronting youth such as perceiving themselves not at risk, experiencing difficulties in maneuvering existing systems often designed for adults and having fears about confidentiality.
- Address issues of stigma, survival mentality and gender and age discrimination important to these populations.
- Advocate for skills-building and other self-sustaining efforts to help these populations gain independence.
- Speak to issues related to service delivery, particularly in the areas of special interest to these populations.

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KNOWLEDGE:

General:

- ① A commitment to constantly develop, build and enhance knowledge about the following topics:
 - general information about HIV/AIDS and its impact on the local community;
 - a comprehensive plan for delivery of CARE Act-funded services;
 - the Commission's annual priorities and allocations;
 - Ryan White CARE Act information and other information related to funding and service support.

Specific:

- In-depth knowledge about CARE Act Title IV-funded services and requirements (“Services for Women, Infants, Children, Youth and their Families”).
- Understanding of specific services available in Los Angeles County for women, youth, children, infants and families.
- Able to discuss in detail how Title IV addresses the unique needs of women, youth, children and families.
- Thorough comprehension of other governmental funding resources for women, youth, children and families (e.g., WIC, Medi-Cal Waiver).
- Knowledge of the federal government's Women, Infant, Children and Youth (WICY) requirements.
- Strong understanding of regulations and practices governing services to women, infants, children, youth, adolescents and families (e.g., such as confidentiality/privacy issues, testing and disclosure concerns, pregnancy, etc.).
- Thorough understanding of foster care, group home, custody and guardianship systems and regulations.
- Strategic planning and organizational development experience.