



**LA County Hepatitis C Task Force
C – Retreat Planning Meeting – June 20, 2007**

Attendees: Jasper Do, Danny Jenkins, Dean Page, Brian Risley, Eve Rubell and David Treviño

I. Introductions

II. C-Retreat planning topics:

A. *The C-Retreat preliminary Agenda was reviewed and amended:*

1. Date set for September 15, 2007, 9 a.m. to 5 p.m.
2. Attendance cap set for 40, allowing for 8 – 10 participants per group. HCTF-LAC participating agencies will be allowed five participants. Cri-Help, Inc. will be allowed 10, as the host site. Agencies are encouraged to screen their clients for their appropriateness to participate.
3. Registration will open the last part of August 2007.

B. *The following logistics were discussed:*

1. Brian and Danny will do a walk-through of the site to discuss and plan the layout of the event.
2. Presenter materials and handouts deadline is August 15, 2007, so that the participant packets can be put together at the August HCTF-LAC meeting. Participant packets to include:
 - a. C-Retreat Agenda
 - b. Presenter Outlines and Handouts
 - c. Pre- and Post-Test, Participant Survey and Retreat Evaluation Form (to be created by Jasper Do)
 - d. Significant Other information
 - e. Hep C 101 information
 - f. Advocacy information
 - g. HCTF-LAC Resource Guide
 - h. HCTF-LAC information
 - i. Hep C Positive Packet
 - j. Helpful Websites List in Guide
 - k. Hep C and Liver Health publications
3. A psychiatric nurse is recommended to be on site.
4. Promotional flyer, registration form and invitational letter to be developed.
5. A facilitator's training orientation will take place on August 15, 2007, 12 noon – 1:30 p.m. at APLA.
6. Boxed lunches delivered by Subway (Headcount to be provided 48 hours before delivery).
7. Volunteer list:
 - a. Eve Rubell
 - b. Jasper Do
 - c. Virginia Page
 - d. David Treviño

C. *The eight facilitators for the Group Sessions are:*

1. MARRISA AXELROD
2. DANIEL RIVAS
3. BRIAN RISLEY
4. DANNY JENKINS
5. ARMAND (ARMY) CACHERO
6. RUSSELL YBARRA
7. PAMELA HOUSTON
8. BARBARA CROFFORD

III. C-Retreat discussion and planning to continue at next meeting:

Wednesday, August 15, 2007
12:00 pm – 1:30 pm C-Retreat Facilitator Orientation Meeting
prior to the
1:30 pm – 3:30 pm Regular Task Force Meeting
at:

AIDS Project Los Angeles (APLA)
The David Geffen Center
2nd Floor – Founders Room
611 S. Kingsley Drive
(between 6th St. and Wilshire Blvd.)
Los Angeles, CA 90005
213-201-1547
(Parking is available behind the building.)