

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**

**ADMINISTRATIVE ISSUANCE SYSTEM**

Mayor's Order 2011-48  
February 28, 2011

**SUBJECT:** Establishment – Mayor's Host Committee for the XIX International AIDS Conference

**ORIGINATING AGENCY:** Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(2) of the District of Columbia Home Rule Act, approved December 24, 1973, 87 Stat. 790, Pub. L. No. 93-198, D.C. Official Code § 1-204.22(2) (2010 Supp.), it is hereby **ORDERED** that:

**I. ESTABLISHMENT**

There is hereby established in the Executive Branch of the Government of the District of Columbia, the Mayor's Host Committee for the XIX International AIDS Conference (hereinafter referred to as the "Host Committee").

**II. PURPOSE**

The Host Committee shall advise the Mayor of the District of Columbia, the Director of the Department of Health ("DOH"), and the Senior Deputy Director of the HIV/AIDS, Hepatitis, STD and TB Administration ("HAHSTA"), DOH, on issues and matters relating to the District's sponsorship of the biennial XIX International AIDS Conference that will be held in the District of Columbia from July 22-27, 2012 at the Walter E. Washington Convention Center.

**III. FUNCTIONS**

The Host Committee shall:

- A. Work with the International AIDS Conference Local Secretariat to plan and coordinate the XIX International Conference to ensure success;
- B. Work with DOH and HAHSTA to provide a showcase for the District HIV/AIDS program;
- C. Promote and facilitate communication and coordination among District government agencies to assist in the planning of the XIX International Conference;

- D. Provide assistance to DOH and HAHSTA in arranging tours for conference attendees to HIV/AIDS care and support facilities in the District;
- E. Maximize with the appropriate District agencies and officials, the potential for business and employment opportunities for District based businesses and residents related to this international meeting; and
- F. Perform other planning or coordination functions as requested by the Mayor or the designee of the Mayor.

**IV. COMPOSITION**

- A. The Host Committee shall be composed of seventeen (17) members, including government representatives, appointed by the Mayor. Five (5) of these members shall be *ex officio* non-voting members.
- B. The Mayor shall appoint nine (9) voting members who are members of the public and who may include individuals representing the following:
  - 1. Destination DC;
  - 2. The business community in the District;
  - 3. Health-care facilities or organizations;
  - 4. The hotel and restaurant industry in the District; and
  - 5. The general public.
- C. The Mayor, the City Administrator, the Deputy Mayor for Health and Human Services, and the Deputy Mayor for Planning and Economic Development, and the Director of DOH, shall serve as *ex officio*, non-voting members of the Host Committee.
- D. The Senior Deputy Director of HAHSTA shall serve as a voting member and Chairperson of the Host Committee.
- E. With their agreement, the Mayor may appoint two (2) representatives of Council of the District of Columbia to the Host Committee, including:
  - 1. The Chairman of the Council, or designee; and
  - 2. The Chairperson of the Committee on Health, or designee.

- F. Members of the Host Committee shall be residents of the District or shall have some resident business, social, or cultural nexus to the District.
- G. Non-District residents shall not constitute more than half of the Host Committee.

**V.**

**TERMS**

- A. Public members appointed to the Host Committee shall serve for a term until September 30, 2012.
- B. Members may be appointed to fill unexpired terms as vacancies occur.
- C. District government officials from the Executive Branch of government shall serve only while employed in their official positions and shall serve at the pleasure of the Mayor.
- D. A public member may be excused from a meeting for an emergency reason by the Chairperson of the Host Committee. A public member who is not excused from attending and yet fails to attend three (3) consecutive meetings shall be deemed removed from the Host Committee, and a vacancy shall be created. Such vacancies shall be filled by the Mayor as outlined in IV(B) of this Mayor's Order.
- E. The Mayor shall appoint members to fill vacancies in unexpired terms only for the remainder of the unexpired time of the terms.
- F. A public member may be removed by the Mayor for personal misconduct, neglect of duty, conflict of interest, incompetence, or official misconduct. Prior to removal, the public member shall be given notice of any charges and an opportunity to respond within 10 business days following receipt of the charges from the Director, Office of Boards and Commissions (OBC), Executive Office of the Mayor. Upon a review of the charges and the response, the Director of OBC shall refer the matter to the Mayor with a recommendation for a final decision or disposition. A public member shall be suspended by the Director of the OBC, on behalf of the Mayor, from participating in official matters of the Host Committee pending consideration and disposition of the charges.

**VI.**

**ORGANIZATION**

- A. The Senior Deputy Director of HAHSTA shall serve as Chairperson of the Host Committee.

- B. The Mayor may appoint or designate a public member of the Host Committee to serve as Co-Chairperson of the Host Committee, who shall serve in that capacity at the pleasure of the Mayor.
- C. The Host Committee may elect other officers as it may deem necessary, and may determine rules of procedure, subject to the approval of the Mayor or designee.
- D. The Host Committee may establish subcommittees as it deems necessary.
- E. The Host Committee shall establish its own meeting schedule, but should convene no fewer than 6 meetings each calendar year.
- F. The Host Committee may utilize telephone conferencing or video-conferencing technologies in satisfaction of the meeting requirements.

**VII. COMPENSATION**

Members of the Host Committee shall serve without compensation. However, reasonable expenses of the Host Committee may be reimbursed, when approved in advance by the Senior Deputy Director of HAHSTA, subject to the availability of appropriations for that purpose.

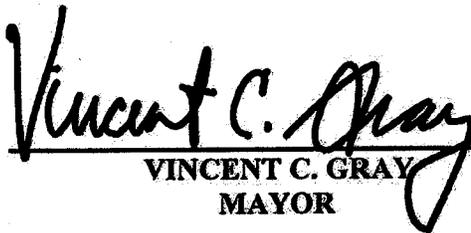
**VIII. ADMINISTRATION**

The Senior Deputy Director of HAHSTA shall coordinate and provide administrative and staff support for the work of the Host Committee.

**IX. SUNSET**

The Host Committee shall cease to exist on September 30, 2012.

**X. EFFECTIVE DATE: This order shall become effective immediately.**

  
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VINCENT C. GRAY  
MAYOR

ATTEST:   
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CYNTHIA BROCK-SMITH  
SECRETARY OF THE DISTRICT OF COLUMBIA