



**Executive Committee Meeting**  
 Ramon Jackson + Angela Moore | Co-Chairs  
 Judy Eliachar | Vice-Chair

**Minutes**

**Attendees:** Angela Moore, Judy Eliachar, Barbara Green-Ajufo, Jessica Osorio, Jesse Brooks, George Ayala

**Absent:** Diana Dupree, Ramon Jackson

**Staff:** Dena Rifahie, Candace Brooks, Evette Brandon

**Date:** September 8, 2021      **Time:** 10:00 am - 12:00pm

**Location:** <https://us02web.zoom.us/j/86797874849?pwd=dStrL1o1Szyc01BNUJSaG9weGZEdz09>

**Mission:** The Oakland Transitional Grant Area Planning Council will provide comprehensive planning, prioritization, and education regarding HIV services in Alameda and Contra Costa Counties that is inclusive, equitable, compassionate, and respectful of human rights.

10:00am	<b>Call to Order: 10:08 am</b> <ul style="list-style-type: none"> <li>• Introductions</li> <li>• Moment of Silence</li> <li>• <b>Agenda Review and Approval</b></li> </ul> <b>Motion to approve:</b> Barbara <b>Second:</b> Judy <b>Status:</b> Approved <ul style="list-style-type: none"> <li>• <b>Review and Approval of Meeting Minutes</b></li> </ul> <b>Motion to approve:</b> Jessica <b>Second:</b> Barbara <b>Status:</b> Approved	Discussion	Co-Chairs
10:15	<b>Membership check-in</b>		All
10:25	<b>Recipient Reports</b> George (Alameda): <ul style="list-style-type: none"> <li>• Focusing on the applications and developing the different components of the application.</li> </ul> Jessica Osorio (Contra Costa): <ul style="list-style-type: none"> <li>• <b>Leadership change in CCC John Pettiford changing roles to climate</b></li> </ul>	Only Urgent Pressing Items	George Jessica



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	<p>task force. New director for public health beginning Sept. 20<sup>th</sup>.</p> <ul style="list-style-type: none"> <li>• <b>Staffing:</b> A new division in public health and recruitment for vacancies. Medical social worker needed to get emergency staffing.</li> <li>• Budget Amend for part A and working on reallocations requesting more time.</li> </ul>	
10:35	<p><b>Subcommittee Reports</b></p> <ul style="list-style-type: none"> <li>• <b>PPAC</b>– Giving presentation so has no reports</li> <li>• <b>QSC</b>– Went over 7 Standards of Care. Went over 3 have 4 to go. Finished resource inventory list and sent it to PPAC. Getting ready for AAM in next coming meeting.</li> <li>• <b>PLWHA</b>– 09/07/2021 met and talked about creating our own mission statement. Talking about short and long-term goals. Participated in Allocations meeting.</li> <li>• <b>Membership Committee</b>- Had first initial meeting. Got 4 new members. Discussing effective routes and tools that we can use to attract new members.</li> </ul>	<p>Barbara Green-Ajufo Angela Moore Jessie Brooks</p>
10:40	<p><b>Staff Report</b></p> <ul style="list-style-type: none"> <li>• Introduce Candace</li> <li>• Conflict of Interest form missing mental health services.</li> <li>• Next year subcommittee assignments (preference). Prioritization every 3 years. PPAC role would need to be discussed.</li> <li>• New member orientation Sept. 14<sup>th</sup></li> </ul>	<p>Dena</p>
	<p><b>New Business</b></p>	<p>Co-Chairs</p>



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10:45	<b>Barbara's Allocations presentation</b> <ul style="list-style-type: none"><li>• Barbara's presented on PPAC's prioritization and allocation process.</li></ul>	Co-Chair
11:30	<b>Voting on making public comments at end of the agenda</b> <ul style="list-style-type: none"><li>• Voting to move public comments to end of the agenda.</li></ul>	
11:35	<b>Discussion on updating list of priority populations</b> <ul style="list-style-type: none"><li>• Put off until next meeting due to Ramon's absence.</li><li>• George will come prepared with epidemiologist suggestions on priority populations.</li></ul>	
11:50	<b>Announcements</b> <p><b>Evette:</b> said she accidentally sent out wrong link at the end of the last meeting regarding all the required HRSA trainings. Will have more information on required trainings.</p> <p><b>Dena:</b> Will be sending out the new conflict of interest form but first will send it for review and will also mail it out to PLWHA. Me and Candace will make sure they are sent out with a return envelope.</p>	All
11:55 - 12:00pm	<b>Evaluation/ Adjourn 11:59am</b>	Co-Chairs