



**Planning Council Meeting**

Ramon Jackson & Angela Moore | Co-Chairs

**Minutes**

**Date:** Wednesday April 28, 2021      **Time:** 1:00pm-3:00pm

**Location:** Zoom Meeting

**Attendees:** Ramon Jackson, Angela Moore, Freddie Smith, Betty Blackmore-Gee, Megan Crowley, Anh Nguyen, Judy Eliachar, Barbara Green-Ajufo, Felicia Greenly, April Langro, Dionne Lien, Angel Mateo, Jessica Osorio, Jessica Price, Shelly Stinson, Rob Yaeger, Kristina Wong

**Absent:** Sean Abucay, Agripina Alejandres, Nancy Brownlow, Angel Dominguez, Loren Jones, Nilda Rodriguez

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

<b>Call to Order</b>	<p>Meeting called to order 1:02 by Ramon Jackson A Moment of silence was observed to honor those infected with and affected by HIV/AIDS. Mission Statement was read.</p> <p><b>April 28th, 2021 agenda was reviewed.</b> Motion to approve the agenda: Freddie Second: Ramon Aye: 16 Nay: 0 Abstain: 1 Result: Agenda approved.</p> <p><b>October 28<sup>th</sup>, 2020 minutes were reviewed.</b> Motion to approve the minutes: Freddie Second: Judy Aye: 16 Nay: 0 Abstain: 1 Result: Minutes approved.</p>
<b>PUBLIC COMMENT</b>	No Public Comments
<b>UNFINISHED BUSINESS</b>	<ul style="list-style-type: none"> <li>Unfinished business will be discussed in recipient reports</li> </ul>
<b>RECIPIENT REPORTS</b>	<p>Alameda County (Dot)</p> <ul style="list-style-type: none"> <li>Last contract year is being closed out.</li> </ul>



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- New contract year is in process, scopes of work is being set and budgets are being set to go.
- Office has moved to San Leandro.
- Staff members from Office of HIV Care are supporting vaccination effort.
- New Planning Council support staff is being onboarded and is present today.
- George Ayala is the new Deputy Director of the Alameda County Department of Public Health.

### Contra Costa (Jessica)

- Wrapped up fiscal year.
- All subcontracts are in place and executed for this year.
- 25 clients did not have a smartphone to engage in tele-health. Ryan White part C funding was used to purchase phones.
- Psychosocial support groups are being held via Zoom.
- Linkage to Care data in 2021: 23 newly diagnosed individuals county-wide.
- Doing home STI testing. 100 people served by this program.
- Mailing out condom and lube kits to anyone over 18 years of age. Anyone in the county can get free condoms mailed to them.
- A few open vacancies in the county.
- Everyone is in the office on a rotating schedule.
- Reopening sexual health evening clinics in late spring or early summer.

## COMMITTEE REPORTS

### QSC

- Met April 12<sup>th</sup> to regroup.



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- Went over Work Plan as well as resource inventory.
- Discussed Standards of Care and scheduling Member Spotlights.

### PPAC

- Will work with Dena to schedule upcoming meeting.

### PLWH

- This committee needs to be regrouped.

### EC

- Had numerous emails and meetings to secure this meeting.
- Have been going over processes and operations to communicating them to new support staff.
- We have been communicating with HRSA about the changes we want to implement.
- We are out of compliance because we are behind on our workload.
- We want to make sure people are not overloaded with work as we catch up. However, we ask for patience as catching up will require longer meetings.

### NEW MEMBER PANEL

- Shelly Stinson & Dionne Lien

### PLANNING COUNCIL STAFF REPORT

- New support staff, Dena Rifahie introduces herself.

### PC OFFICERS ELECTION DISCUSSION

- An information sheet will be mailed out soon that lists the different officers.
- We have officers in place for different functions of the OTGA, and every year we have an election.
- Election process begins with a nomination.



# Oakland TGA Planning Council

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### CLIENT CHARACTERISTICS AND SERVICE UTILIZATION

- We will send out an election sheet soon.
- Elections will take place after the May meeting.
- Definitions
  - Unduplicated clients (UDC): unique individual living with HIV seen at Ryan White agency for each service category.
  - Units of Service (UOS): Generally, 15 minutes of service.
  - Core Service: Services directly related to client's HIV healthcare. At least 75% of funding must be allocated to core services.
  - Support Services: services related to client's health outcomes and supports retention in care. No more than 25% allocated to support services.
- Methodology: data is extracted from ARIES database. Data pulled from agencies.
  - Client characterization data comes from annual Ryan White Services Report.
  - Data for food bank, emergency financial assistance, and transportation is further disaggregated by subservices.
- Summary of Services Utilization:
  - Agencies have worked strategically to serve clients during the pandemic.
  - Following 3 years of decline, the total number of unduplicated clients has increased over last



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year's count. For 2020-2021 we had 3,313 UDC.

- Medical Case Management and Outpatient Ambulatory Health Services are still the most highly utilized categories.
- Food Bank/ Home Delivered Meals was augmented this year with COVID CARES funding but ran into outreach problems because of the pandemic.
- Oral health services struggled due to the initial halt in services during the pandemic.
- Largest age bracket of clients from Ryan White Services Report is 25-44 & 45-64 years of age.
- Gender from Ryan White Services Report is 70% male, 27% female and 3% transgender.
- Race from Ryan White Report is 39% White, 46% African American, 5% Asian, 1% Pacific Islander/ Native, 2% American Indian, and 8% missing.
- Ethnicity from Ryan White Report is Non-Hispanic 68.61% and Hispanic/ Latino 26.32%.
  - Alameda County will move to a single question approach to asking about race and ethnicity, as a two-question approach leads to a larger "unknown" category with Hispanic/ Latino.

### MISCELLANEOUS

- Need to make a formal statement supporting BLM and against Asian Hate. Will do this with help from support staff.



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### ANNOUNCEMENTS

- Ramon has been invited to join a UCSF forum that is funded by CDC. They want community participation and to hear the voice of the planning council.
- Word of mouth food pantry information is on Facebook.

### ADJOURN

- Meeting adjourned at 2:59 by Angela.

### GROUP NORMS:

1. Don't take things personally
2. Be anchored in our mission
3. Agree to disagree
4. Active, intentional, attentive, listening/Eyes, ears, head, & heart
5. No retribution for what gets said here
6. Be present in call to service/Be prepared & ongoing
7. No judgement/Take a breath & set it aside
8. Everyone's effort & time is valued
9. Consciously arrive on same agenda as others
10. Encourage clarifying questions/Don't assume lack of preparation
11. Exhibit patience with each other
12. Be a welcoming body to all
13. Respect each other as leaders
14. Be more creative & efficient in deliberations
15. Be on time
16. Avoid using acronyms and abbreviations or explain what they stand for.



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The **Vibe Monitor** (Chairs and/or Planning Council Staff) can enforce the above ground rules in situations of disruptive behavior. Pursuant to the OTGA Bylaws members can be removed from the meeting and/or council for disruptive conduct or conduct affecting the council's integrity of the community's confidence.