



**Planning Council Meeting**  
Ramon Jackson & Angela Moore | Co-Chairs

**Agenda**

**Date:** Wednesday June 23, 2021      **Time:** 1:00pm-3:20pm

**Location:** <https://us02web.zoom.us/j/83953099579?pwd=VjdNa2Y1MVh1V1RDMLJVVVFpiRjV3Zz09>

**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>TIME</b>	<b>ITEM</b>	<b>FACILITATOR</b>
1:00pm	<b>Call to Order:</b> <ul style="list-style-type: none"> <li>• Introductions</li> <li>• Moment of Silence</li> <li>• Read Mission Statement</li> <li>• <b>Agenda Review and Approval</b></li> <li>• <b>Review and Approval of April Meeting Minutes</b></li> </ul>	Co-Chairs
1:15	<b>Public Comment</b> (regarding agenda items only)	
	<b><u>UNFINISHED BUSINESS</u></b>	Angela/Ramon
1:20	<b>Recipient Reports</b> (please review written reports, questions only)	Phoenix Smith Jessica Osorio Sean Abucay
1:25	<b>Committee Reports</b>	Executive- Ramon/Angela PLWHA – Diana QSC- Angela PPAC- Barbara
1:35	<b>Planning Council Staff Report</b>	Dena
	<b><u>NEW BUSINESS</u></b>	Angela/Ramon
1:40	<b>OTGA Officers Election</b>	Co-Chairs
1:50	<b>Administrative Support Presentation</b>	Evette Brandon
2:00	<b>Service Category Breakout Rooms</b> <ul style="list-style-type: none"> <li>• Three QSC questions</li> </ul>	Angela/Judy
2:20	<b>Client Satisfaction Survey Review from Contra Costa &amp; Alameda County</b>	Anuja Chand Pam Casey
3:00	<b>Contra Costa Epi Report</b>	Martin Lynch



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3:15	Announcements	
3:20	Evaluation and Adjourn	Co-Chairs

**GROUP NORMS:**

1. Do not 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/Do not 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.

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.