



## Planning, Priorities, and Allocations Committee Meeting

Chair: Barbara Green-Ajufo |

### Minutes

**Date:** July 1, 2021      **Time:** 1:00-3:00pm

**Attendees:** Barbara Green-Ajufo, Sean Abucay, Felicia Greenly, Dr. Denisha Burns, Nilda Rodriguez, Diana Dupree, Julie Nixon

**Staff:** Dena Rifahie, Evette Brandon, Pamela Casey, George Ayala

**Location:** <https://us02web.zoom.us/j/88601821536?pwd=WEtOQVgxKzNGRU1VNjRBbWRhMkdjQT09>

**Mission statement:** 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.

1:00pm	<p><b>Call to Order:</b> 1:06 pm</p> <ul style="list-style-type: none"> <li>● Introductions</li> <li>● Moment of Silence</li> <li>● Read Mission Statement</li> <li>● <b>Volunteer Note Taker - Pamela</b></li> <li>● Agenda Review and Approval Motion to approve: Felicia Second: Nilda Status: Approved</li> <li>● Review and Approval of June Meeting Minutes Motion to approve: Barbara Second: Nilda Status: Approved</li> </ul>
1:20 – 2:00	<p><b>Epi Report: Discuss Key takeaways from Alameda &amp; CC Report</b></p> <ul style="list-style-type: none"> <li>● Barbara identified slides that may be confusing and will clarify w/Neena. They are the following slides: 10, 20, 23, 24.</li> <li>● Barbara offered to discuss technical assistance on EPI data interpretation at the next PLWHA committee meeting on July 6, 2021.</li> <li>● Dena will follow-up on the following: AC and CCC Epi data to define retention in-care and age groups differently (slides 11-12) and define the difference between mode of transmission categorized as presumed heterosexual and unknown.</li> </ul>

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2:00 – 2:20	<p><b>Data Template Presentation</b></p> <ul style="list-style-type: none"> <li>• The data provided was very relevant, however it may be too much to comprehend in such a narrow timeline.</li> <li>• It was noted that trend data is difficult to define due to the unprecedented effect of COVID19 on service delivery and expenditures.</li> <li>• Barbara to rename column A to service category and rename column to percentages expended.</li> </ul>
2:20 – 2:35	<p><b>Client Satisfaction Survey Presentation</b></p> <ul style="list-style-type: none"> <li>• Postponed until next upcoming meeting July 15<sup>th</sup> meeting.</li> </ul>
2:35 – 2:45	<p><b>Needs Assessment Update</b></p> <ul style="list-style-type: none"> <li>• George introduced the 18-question evaluation/survey tool to be distributed to providers to administer to clients.</li> <li>• Needs assessment to be determined.</li> <li>• One of the invited members commented that surveys are long and that \$25 Safeway cards are not enough of an incentive to get a lot of PLWHA to respond; it was suggested that questions be asked in a group format.</li> <li>• Other considerations: utilization data vs needs data, Epi data and utilization, data reports.</li> <li>• Epi data reveals that there are lower rates in retention in-care and viral load suppression among certain sub-population groups; determine those services which were the most impact improvements in these areas.</li> <li>• Pam to locate an ARIES report to determine which services are utilized by these priority populations.</li> </ul>
2:45 – 2:50	<p><b>PPAC Election</b></p> <ul style="list-style-type: none"> <li>• Nomination Form to be sent via email since quorum not reached.</li> <li>• Election @ July 15<sup>th</sup> Meeting</li> </ul>
2:50 – 2:55	<p><b>Announcements</b></p> <ul style="list-style-type: none"> <li>• Service category recommendations to be discussed between George, Darlene, and Phoenix. From the Office of HIV Care (funding: increase, decrease or remain the same)</li> </ul>



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2:55 – 3:00

| Evaluation and Adjourn: 3:11 pm