



**Quality Service Committee**  
Angela Moore + Judy Eliachar | Co-Chairs

**Minutes**

**Date:** May 17, 2021      **Time:** 1:00pm -3:00pm

**Location:** <https://us02web.zoom.us/j/82129861312?pwd=WmNURXhEM2QrS0ExNzUwZVNQczZLUT09>

**Attendees:**

**Absent:**

**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.

1:00pm	Call to Order:	Discussion	Co-Chairs
	<ul style="list-style-type: none"> <li>Read Mission Statement - Freddie</li> <li>Introductions</li> <li>Moment of Silence</li> <li><b>Agenda Review and Approval</b></li> <li><b>Review and Approval of April Meeting Minutes</b></li> </ul>	<ul style="list-style-type: none"> <li><b>Agenda Review and Approval</b> <ul style="list-style-type: none"> <li><b>Motion – Freddie</b></li> <li><b>Second – Judy</b></li> <li><b>Motion passed 5-0</b></li> </ul> </li> <li><b>Meeting Minutes</b> <ul style="list-style-type: none"> <li><b>No April minutes available, this item was tabled to be brought back in the June QSC meeting to be approved with the May minutes</b></li> </ul> </li> </ul>	
1:25	<b>Election of Chairperson and Vice-Chairperson</b>	No new co-chairs were nominated <ul style="list-style-type: none"> <li>Freddie made a motion for Angela and Judy to continue as co chairs</li> <li>2<sup>nd</sup> – Mateo</li> <li>Motion passed 5-0</li> </ul>	<b>All</b>
1:40	Work Plan Review and Discussion <ul style="list-style-type: none"> <li>Standards of Care – examination of 2 or 3 core service categories</li> <li>Resource Inventory</li> <li>Service Utilization data</li> </ul>	Standards of Care Discussion <ul style="list-style-type: none"> <li>For the QSC Presentation to the PC next week, the QSC will ask 3-5 discussion questions and facilitate breakout rooms</li> </ul>	<b>Dena Co-Chairs</b>



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		<p>to solicit feedback around service needs/changes during COVID</p> <p>Resource Inventory</p> <ul style="list-style-type: none"> <li>• Jessica shared the excel sheet that was generated last year in collaboration with EBGZ around resources.</li> <li>• Committee members agreed to review this document and look for gaps in agencies that are providing services but not listed on the sheet</li> </ul> <p>Service utilization data was not discussed as it was presented at the last PC meeting</p>	
2:20	Member Spotlight		Angela Moore
2:30	Member Check-in		All
2:45	Announcements		Co-Chairs
2:50	<b>Evaluation</b>		Co-Chairs
2:55	<b>Adjourn</b>	2:06	Co-Chairs