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Planning Council Meeting

Dione Lien & Judy Eliachar | Co-Chairs

Meeting Minutes

Date: Wednesday, April 26th, 2023

Time: 1:00 pm-3:00 pm

<p>Location: 1100 San Leandro Blvd, San Leandro, CA 94577 (Creekside), Redwood Conference Room, Public Health 400 30th St. Ste 300 Oakland, CA, 94609 2612 Roosevelt Ave, Richmond CA</p> <p>Zoom: https://us06web.zoom.us/j/81197923833?pwd=aDI0eURXTUNDt1xSXlMRnZJU00ydz09 Meeting ID: 811 9792 3833 Passcode: OTGA2023!</p>	<p>To call into the meeting: 636 651 3128 US Toll 877 411 9748 US Toll-free Conference code: 657145 Find your local number: https://us02web.zoom.us/j/kejpUUCy3</p>
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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 are inclusive, equitable, compassionate, and respectful of human rights.

Attendees: Diana Dupree, Judy Eliachar, Megan Crowley, Natalie Wilson,

Virtual: Angel Dominguez, Angel Mateo, April Langro, Barbara Green-Ajufo, Bryan Harris, Daniel Moore, Dione Lien, Roger Al-Chaikh

Staff: Candace Brooks, Evette Brandon, Zandra Washington, Linda Franklin, Dot Theodore, Luis Loza, Stephanie Cornwell

**** In accordance with the Brown Act, our meeting quorum was not achieved. ****

TIME	ITEM	FACILITATOR
1:00 pm	<p>Call to Order:</p> <ul style="list-style-type: none"> • Welcome • Introductions (roll call style) • Moment of Silence • Read Mission Statement • Agenda Review and Approval • Review and Approval of March Meeting Minutes 	Judy
1:15	<u>UNFINISHED BUSINESS</u>	Judy



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1:15

Subcommittee Reports

PPAC-

- No Updates or Report made.

Dione Lien

Judy Eliachar

Executive-

- Met on April 12th and reviewed the outreach letter PLWHA made to encourage people to join the Council. Also discussed was how the one TGA model will work and how it would be implemented in both counties. Discussed becoming a Committee within Public Health Commission framework, which will give the Council broader exposure and support from key stakeholders Discussed becoming a committee the within Public Health Commission framework, which will give the Council broader exposure and support from the Board of Supervisors and other key stakeholders.

Judy Eliachar

QSC-

- Met on April 17th and revised the work plan. Discussed the revised Brown Act virtual attendance and safety around posting Council members' locations. The resource inventory was divided among members and continued the work needed for the Standards of Care.

Diana Dupree

Shelley Stinson

PLWHA-

- Met on April 4th and reviewed the outreach letter and finalized it for the Executive Committee to review. Began working on ideas for the Long Terms Survivor's Event on June 5th.

Membership-

- Met on May 19th and did an interview for our newest member Roger Al-Chaikh- and approved him.

1:25

Planning Council Staff Report

- Brown Act Changes update- Dot mentioned how we are still learning how to be in alignment, and we are looking forward to having training this summer to help improve upon this. Due to

Staff



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being a governing body over public funds, we must be 100% transparent and 100% public. Consequences of violating the Brown Act can be fines and lawsuits.

- Supporting and aligning with PHC having some staffing support and exploring that possibility. Preparing for our upcoming Site visit.

1:35	Recipient Report <ul style="list-style-type: none"> • Staff are preparing for the RW and EHE Site Visit in May • Full RWA award was received 04/06/2023 \$7,399,222, a slight increase from last year. Revised award letters will be prepared to update agency awards following the service category allocations set by the PC. • The Mandatory Subaward Recipient Meeting was held on 4/11/2023. Agency successes were highlighted and celebrated, and agencies were updated on changes to the program requirements. • Work on the procurement for several service categories continues with the goal of issuing a braided RFP for Ryan White A and B and MAI this year. • The Ryan White Services Report was submitted on time by all agencies. • 2023-2024 contract year OHC is piloting collecting more descriptive housing information from Case Managers in order to better understand and strategize advocacy around the housing needs for people with HIV 	Evette
1:45	General Public Comment <i>2 minutes per person</i> <ul style="list-style-type: none"> • No comments were made at this time. 	All
1:55	Meal	All
2:15	PLWHA Letter <ul style="list-style-type: none"> • Due to a lack of quorum this was not able to be finalized. 	Diana
2:25	Revised Bylaws and SOPs <ul style="list-style-type: none"> • Please read and review the revised Bylaws and SOPs so the Council can finalize them in the next meeting. 	All
2:30	Client Characteristics and Service Utilization	Dot



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Last year we saw an increase in the number of unique clients served, we see another increase again in 2022-2023. That increase is mostly reflected in Outpatient Ambulatory Health Services and Medical Case Management.

- 2020-2021 – 2,414
- 2021-2022 – 3,045
- 2022-2023 – 3,125

OAHS and MCM are still the most highly utilized and highly funded categories. Case Management saw an increase in the number of clients served. EFA is holding steady with the number of clients served in 2022-2023. This will likely change with serving the full TGA this year.

Psychosocial support saw a drop in clients served during the pandemic years and a considerable recovery in the number of clients served over the last two years. Hard to say anything about spending without the final numbers

2:50	Public Comment for Agenized items <i>2 minutes per person</i>	All
2:55	Announcements <ul style="list-style-type: none"> • AIDS Memorial Garden has a location and is going through the steps of presenting. They have been approved by Parks and Recreation. • May 2nd would be the end date to give feedback. 	All
3:00	Evaluation and adjourn https://survey.alchemer.com/s3/6405926/Evaluation-OTGA	Judy

GROUP NORMS:

1. **Be a welcoming body to all.**
2. **Respect each other as leaders.**
3. **Exhibit patience with each other.**
4. Be anchored in our mission.
5. Agree to disagree.
6. Active, intentional, attentive, listening/Eyes, ears, head, & heart
7. No retribution for what gets said here.
8. Be present in call to service/Be prepared & ongoing.



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9. No judgement/Take a breath & set it aside.
10. Everyone's effort & time is valued.
11. Consciously arrive on same agenda as others
12. Encourage clarifying questions/Do not assume lack of preparation.
13. Be more creative & efficient in deliberations.
14. Be on time.
15. Do not take things personally.
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.