



Minutes

Date: Wednesday, June 28th, 2023 **Time:** 1:00 pm-3:00 pm

<p>Location: 1100 San Leandro Blvd, San Leandro, CA 94577 (Creekside), Redwood Conference Room, Public Health 2612 Roosevelt Ave, Richmond CA 570 Roosevelt Way, San Francisco</p> <p>Zoom: https://us06web.zoom.us/j/81197923833?pwd=aDI0eURXTUNDt1xSXIMRnZJU00ydz09 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/kejpUJUcy3</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.

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

TIME	ITEM	FACILITATOR
1:00 pm	<p>Call to Order: 1:16 pm</p> <ul style="list-style-type: none"> • Welcome • Introductions (roll call style) • Moment of Silence • Read Mission Statement • Agenda Review and Approval <p>Motion: Second: Status:</p> <ul style="list-style-type: none"> • Review and Approval of May Meeting Minutes <p>Motion: Second: Status:</p>	Judy
1:15	<u>UNFINISHED BUSINESS</u>	Judy
1:15	<p>Subcommittee Reports</p> <p>PPAC</p> <ul style="list-style-type: none"> • Invited the epi team back on the 15th of June and gave the same presentation with additional information on Transpersons. <p>Executive</p>	Bryan Judy Judy Diana Shelley

- Planning for the general meetings is done during this meeting. They have also discussed the SFPD and their behavioral surveillance project that focuses on prevention and persons who inject drugs. Discussed keeping the Vice- Chair role and decided that the PLWHA at Large will fill in the role. Bryan continued the discussion on having a second location. The Chairs are leaning towards moving between locations for meetings due to Staff wanting to present as one TGA instead of 2 separate locations.

QSC

- Working on resource inventory due date was pushed back to July. QSC has reviewed the Assessment of Administrative Mechanism (AAM) questions that are sent to the Office of HIV Care (OHC) and the sub-recipient agencies want to have them completed during July's meeting. The Standards of Care (SOC) meeting was delayed due to members wanting to know HRSA recommendations for it, but then yesterday OHC notified us that HRSA had no recommendations and QSC needed to complete the SOC before November so, during July's meeting, we will reschedule the SOC work meeting.

PLWHA

- A long-term survivors' event was held and PLWHA was a little disappointed that the Council did not come and show support. PLWHA met after and discussed how long-term survivor event and how we can get more support and attendees next year. They also discussed Oakland Pride and started making plans for attending.

Membership

- Had someone reach out to interview to become a member of the OTGA and it had been forwarded to Staff.

1:25

Planning Council Staff Report

Staff

- Going to extend the Consumer Survey to the end of July. We will be partnering with ~~Diana and her site~~ Judy at a housing complex to get more responses. Having the names of the Chairs on the PLWHA may be an inference to our HIPPA compliance and moving forward we will list Chairs and Co-Chairs by title only. Staff purchased laptops for 7 members who are in need.

1:35

Recipient Report

George

	<ul style="list-style-type: none"> We are making progress in moving forward with the braided RFP with the Special Projects group and are still aiming to release the RFP this summer. Will be having an in person sub-recipient meeting on July 13. We continue to work with CDPH on the testing and rollout of HIV Care Connect which will replace ARIES. This is the first quarter for the new quarterly housing reporting that we are piloting with providers of Medical Case Management. Quarterly Viral Load Suppression reports were also sent out to providers of medical case management in support of our developing Clinical Quality Management program. 	
1:45	<p>General Public Comment <i>2 minutes per person</i></p> <ul style="list-style-type: none"> <i>No Public Comment currently</i> 	All
1:50	Meal	All
2:00	<p>Finalizing MOU, Bylaws, and associated documents</p> <ul style="list-style-type: none"> MOU Bylaws SOPs PLWHA Letter <p><i>None of the documents have been finalized. Please take a moment to review the bylaws focus on sections in attendance and elections of officers moving from Co-Chairs to Sr. and Jr. Chair as well as the PLWHA Chair gaining the Vice Chair role. (3.6-3.10 and all of 4) SOPs moved to Committees</i></p>	All
2:15	<p>Fiscal Report</p> <ul style="list-style-type: none"> Most of the underspent funding was due to Staff shortages or staff turnover. 	All
2:35	<p>Discuss potential partnership with the Public Health Commission</p> <ul style="list-style-type: none"> <i>Pushed back to later notice</i> 	Zandra and Commissioner
2:45	<p>Public Comment for Agenized items <i>2 minutes per person</i></p> <ul style="list-style-type: none"> <i>No Public Comment currently</i> 	All
2:55	Announcements	All



3:00	Announcement of Laptops for PLWHA Evaluation and adjourn https://survey.alchemer.com/s3/6405926/Evaluation-OTGA	Candace Judy
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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.
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.