



Agenda

Date: Wednesday, November 29, 2023 **Time:** 1:00 pm-3:00 pm

<p>Location: 1100 San Leandro Blvd, San Leandro, CA 94577 (Creekside), Room 402, Public Health 2612 Roosevelt Ave, Richmond CA 901 Nevin Ave Richmond, CA 94801 1833 Page St. San Francisco, CA 15584 San Lorenzo Ave San Lorenzo, CA 94580 1001 83rd Ave. Apt.203 Oakland, CA 94621 7515 International Blvd, Oakland Ca 94621 161 N Civic Drive, Apt # 286, Walnut Creek, CA 94596.</p> <p>Zoom: https://us06web.zoom.us/j/81197923833?pwd=aDlOeURXTUNDt1xSXIMRnZJU00ydz09 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/kejpUUUcy3</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.

WE WILL BE GOING OVER TIME FOR TODAY’S MEETING TO ENSURE ALL TOPICS ARE COVERED.

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 Meeting Minutes 	Chair
1:15	<p>UNFINISHED BUSINESS (Tabled)</p> <ul style="list-style-type: none"> • Bylaws. 	Chair
1:15	<p>Subcommittee Reports</p> <ul style="list-style-type: none"> • PPAC • Executive • QSC • PLWHA • Membership 	PPAC Chair Chair QSC Chair PLWHA Chair Membership Chair
1:20	<p>Planning Council Staff Report</p> <ul style="list-style-type: none"> • PLWHA Laptop distribution. 	Staff



- PHC Meeting update and comments

1:30	Recipient Report	Recipient
1:40	General Public Comment <i>2 minutes per person</i>	All
1:45	Meal and certificates of appreciation hand out	All
1:55	2023-2024 unobligated balance	Dot
2:00	Chair Nominations and Election	All
2:25	Assessment of Administrative Mechanism (AAM) Presentation and questions.	QSC Committee
3:00	Public Comment for agenda items <i>2 minutes per person</i>	All
3:05	Announcements	All
3:10	East Bay Getting to Zero AIDS Memorial Garden	Jesse
3:30	Evaluation and adjourn. https://survey.alchemer.com/s3/7456309/2023-OTGA-Planning-Council-Meeting-Evaluation	Chair

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.