

July Meeting Notes

Date: July 10, 2024 **Time:** 10:00am – 12:00 pm

Physical Location(s)	Remote Address	Landline Access
<ul style="list-style-type: none"> • 1100 San Leandro Blvd, 1st Floor, Oak Room, San Leandro (Creekside) • 2612 Roosevelt Avenue, Richmond 94804 • 901 Nevin Ave Richmond, 94801 • 1001 83rd Ave. Apt. 203, Oakland 94621 • 6425 Christie Emeryville 94608 • 7633 Greenly Drive, Oakland 94605 	<p>Click Here Zoom Meeting ID: 844 6804 2717 Passcode: 2425</p>	<p>To call into the meeting:</p> <ul style="list-style-type: none"> • USA 636 651 3128 US Toll • USA 877 411 9748 US Toll-free <p>Conference code: 657145</p>

In person = IP | Remote = R

Present: Bryan H. (R), Dione L. (R), Shelley S. (R), Judy E. (R)

Not Present: Diana D. (E)

Staff: Leah Jones (IP), Camisha Nettles (IP), Linda Franklin (R), Dot Theodore (R), Nancy Ceja (R), Evette Brandon (R), George Ayala (R).

Guest: Dr. Jones, Dr. Almanzor.

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.

I. Call To Order- 10:14 10:00 am

- a. Moment of Silence
- b. Introductions
- c. Agenda Review and approval
 Motion: Judy
 Second: Bryan
 Status: Approved
- d. Review and approve June meeting notes
 Motion: Bryan
 Second: Judy
 Status: Approved

Action: Staff corrected the June meeting notes around the Membership/Recruitment Strategy item, replacing “except” with “accept.” Staff will send the revised June meeting notes to the EC.

II. Membership Check In

III. Introduction to Consultant 10:30 am

Dr. Jones and Dr. Almanzor introduced themselves and an icebreaker to better understand each Executive Committee member and why they are on the Planning Council.

Next steps: Dr. Jones and Dr. Almanzor will create a survey to gather more insight into the Planning Council and what everyone wants together and outside of the group.

IV. Recommended Agenda for July Planning Council Agenda 11:15 am

a. Bylaw Revision (Sections 4.1 - 4.8)

After the meeting, staff will send the EC the correct version of the Bylaw Revision. The revisions will also be reviewed and approved during the next Planning Council meeting.

b. Membership / Recruitment Strategy

The EC discussed helping with the membership recruitment strategy and their recent interview with Duran Rutledge. Discussion regarding the new member applicants' discomfort with disclosing some information. George clarified that no one is required to answer questions they are not comfortable with disclosing and explained it is mandated to ensure the council reflects the current epidemic.

c. Workplan Benchmarks and Deadlines

d. Integrated Strategic Plan

e. Priorities Settings Presentation

V. Membership Committee Workplan

VI. Staff Report

a. Strategic Planning Consultant Update

b. Budget Revision

Evette recommended Bryan to email staff PLWHA's budget request for their Town Hall event in October.

VII. Announcements

Evette discussed the consistent conversations about the Client Survey and the confusion around which subcommittee is responsible for administering it. It was recommended the questions be attached to an existing survey. The Client Survey will be added for further discussion in the next EC meeting.

The Ryan White Conference will be held in Washington, D.C., from August 20th to 23rd and will be available for people to attend via Zoom.

VIII. Evaluation (Click [here](#)) and Adjourn- 11:33

12:00 pm