



Membership Committee
Shelley L. Stinson | Chair

Meeting Notes

Date: July 17, 2024

Time: 10:00 AM - 11:00 AM

Physical Location(s)	Remote Address	Landline Access
<ul style="list-style-type: none"> • 1100 San Leandro (Creekside), Zoom • 6425 Christie Emeryville 94608 • 1001 83rd Ave. Apt.203, Oakland 94621 • 901 Nevin Ave Richmond 94801 • 929 Lexington Ave, El Cerrito 94530 • 2612 Roosevelt Avenue, Richmond 94804 • 7633 Greenly Drive, Oakland 94605 	<p>Click Here</p> <p>Zoom Meeting ID: 860 8835 6366</p> <p>Passcode: 726125</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: Diana D. (R), Dione L. (R), Shelley S. (R), Angel D. (R), Bryan (R).

Not Present: Judy E. (E).

Staff: Linda Franklin (R), Camisha Nettles (R), Leah Jones (R), Nancy Ceja (R).

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 are inclusive, equitable, compassionate, and respectful of human rights.

10:00 AM	<p>Call to Order- 10:01</p> <ol style="list-style-type: none"> Moment of Silence Read the Mission Statement Introductions Agenda Review and Approval Motion: Bryan Second: Angel Status: Approved Review and approve prior meeting minutes <ul style="list-style-type: none"> • April Meeting Notes Motion: Bryan Second: Shelley Status: Approved • May Meeting Notes Membership did not meet quorum. • June Meeting Notes
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	<p>Membership did not meet due to the Juneteenth holiday.</p> <p>The membership discussed the challenges of not meeting quorum in the past and the confusion around the rules of recording and taking notes for a meeting without quorum. The members agreed to no longer conduct a meeting to discuss the agenda and instead will end the meeting.</p>	
10:15 AM	<p>Workplan Benchmarks and Deadlines Membership discussed the activities and moved around the x from quarterly instead of monthly to row 1a, revisiting row 1c every 60 days and ensuring the x's are consistent in rows two a-c.</p> <p>Membership agreed upon the changes to the workplan.</p> <p>Motion: Bryan Second: Diana Status: Approved</p>	All
10:45 AM	<p>New Applicant – Duran Rutledge There were conversations about the members' interest in bringing Duran on board. Staff will send Duran the calendar invite to the Planning Council's July meeting and work with George Ayala to get him orientated.</p>	
11:00 AM	<p>Announcements & Adjournment- 10:58 Following up on the conversation around Duran's onboarding, Camisha communicated that she is preparing documentation via DocuSign for Dione and Shelley to sign and to be on the lookout for them, as they will need to sign as well.</p>	All