

People Living with HIV & AIDS
Chair: Diana D. | Co-Chair: Bryan H.

Meeting Notes

Date: Tuesday, April 2, 2024, **Time:** 1:00 pm-3:00 pm

<p>Locations: 1100 San Leandro Blvd, San Leandro, CA 94577 (Creekside), Oak Conference Room, Public Health 2612 Roosevelt Ave., Richmond CA 94804 2310 17th Avenue Oakland CA 94606</p> <p>Zoom: https://us06web.zoom.us/j/87892348038?pwd=Jgl3L8LPQFKAtPQ43A6t18snYZ7YDi.1 Meeting ID: 878 9234 8038 Passcode: 450926</p>	<p>To call into the meeting: Dial • USA 636 651 3128 US Toll • USA 877 411 9748 US Toll-free Conference code: 657145</p>
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Mission: The People Living With HIV/AIDS (PLWHA) committee of the Oakland Transitional Grant Area (OTGA) Planning Council will represent persons living with HIV/AIDS, especially those that receive Ryan White Services. We will educate, identify, and assist in the recruitment for the OTGA Planning Council from PLWHA that are members of under-served and/or under-represented populations. We will assist the OTGA Planning Council in assessing gaps in services for PLWHA to enhance health outcomes. We will strive to address the issues of diversity in our membership and ensure that every meeting is a safe space.

Old Business

Motion	Second	Discussion	Status
Agenda Review - Bryan	Terri		Approved
Review and approve Oct. minutes – Bryan	Terri		Approved
Chair and Vice Chair Election – Terri	Diane	Diana Dupree was nominated and selected to be chair, and Bryan Harris for co-chair.	Approved

Call to Order

1pm Chair

- a. Welcome with the Moment of Silence – the meeting was called to order at 1:25 pm.
- b. Introductions, member check-in, and a Quorum confirmation
- c. Read Mission Statement

b. Review and Approve Agenda

Motion: Bryan

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Second: Diana
Status: Approved

c. Review and Approve minutes from the most recent meeting

Status: Bryan
Motion: Diana
Status: Approved

d. Public Comment for Agendized Items – No public comment 1:30

e. Review outreach letter, business cards, and flyer- Outreach letter and flyer:

Bryan recommended that staff add a contact number to the letter and Diana suggested creating a Spanish version. Evette recommended the committee work together to reach out to other members who speak Spanish and will be able to assist potential new members.

Business cards: Diana suggested changing the business cards' colors to red and black and changing the design of the back of the card to a QR code or highlighting 2-3 of PLWHA's accomplishments. The members agreed to Leah creating 4-5 mock-ups for the chairs to review before the next meeting. The committee also agreed the chairs would approve the final mock-up of the business card before the next meeting. Once approved, Leah will get quotes to print the cards.

f. Plan Long-term Survivors and Town Hall Event

The committee will continue discussing the details of the event in the next meeting. The outstanding tasks are the budget, location (Redwood or Oak Stop), number of guest, food/drinks, and itinerary.

g. General Public Comment – No public comment.

h. Develop Agenda for May meeting – Continue planning the Long-term Survivors event.

i. Announcements, Evaluation & Adjourn

- a. Terri Lynn resigned from PLWHA and PPAC effective March 7th
- b. <https://survey.alchemer.com/s3/7771614/2024-OTGA-Planning-Council-Meeting-Evaluation>
- c. Adjournment- the meeting adjourned at 3:07 pm.



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