

Planning, Priorities, and Allocations Committee Meeting

Chair: Bryan Harris | Vice-Chair: Shelley Stinson

Minute Notes

Date: Thursday, April 4, 2024

Time: 1:00 pm-3:00 pm

<p>Locations: 1100 San Leandro Blvd, San Leandro, CA 94577 (Creekside), Room 462, Public Health -- 2612 Roosevelt Ave., Richmond, CA 94804 6425 Christie Ave, Emeryville, CA 94608 7515 International Blvd., Oakland CA, 94546 929 Lexington Ave, El Cerrito, CA 94530</p> <p>Zoom https://us06web.zoom.us/j/83916136561?pwd=jE9LIC1xPap4S2pyxcTJNxfIax3SV2.1 Meeting ID: 839 1613 6561 Passcode: 624821</p>	<p>To call into the meeting: Dial • USA 636 651 3128 US Toll • USA 877 411 9748 US Toll-free</p> <p>Conference code: 657145</p>
---	--

Mission Statement: the OTGA 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.

Present: Virtual: Barbara G-A, Bryan H, Damon P.

Not Present: Angel D. (emergency), Diana D, Shelley S.

Staff: Dot Theodore, Eileen Dunne, Evette Brandon, Leah Jones, Linda Franklin.

- I. **Call to Order.** Meeting was called to order at 1:08 pm by the Chair
 - a. Welcome with the Moment of Silence
 - b. Introductions, member check-in, and a Quorum confirmation
 - c. Read Mission Statement

- II. **Agenda Review and Approval**
Motion: Bryan H
Second: Damon P.
Status: Approved

- III. **Review and Approval of the Most Recent Minutes**
Minutes from the committee's last meeting in August 2023 was approved. March minutes was not approved as no business was held due to lack of quorum
August Minutes:
Motion: Bryan H.
Second: Barbara G-A
Status: Approved

- IV. **Public Comment on Agendized Items:** None

- V. **Chair and Vice Chair Elections:** Tabled until more members can attend

- VI. **Workplan review and recommendations**

Planning, Priorities, and Allocations Committee Meeting

Chair: Bryan Harris | Vice-Chair: Shelley Stinson

Reviewed components of workplan so that members understand the work for the year and the information available.

Consumer Survey: Dot shared: A consumer satisfaction survey wasn't done last year. Usual process is that questions are developed between PPAC and OHC; In summer, once questions are developed, OHC gives to agencies to collect consumer responses. Results would be presented by PPAC in November. Dot will share the questions used in 2022, PPAC to decide whether to update.

Needs Assessment: Eileen Dunne from the Division of Communicable Disease Control & Prevention confirmed that the Needs Assessment report is pending and will be presented in the May meeting.

EPI report: slides from Daniel Allgeier shared. Eileen Dunne says that preliminary report will be available in the May meeting.

Recipient Report: Reviewed George's most recent report

Adoption of Workplan: Tabled

VII. Draft agenda for the May Meeting

VIII. General Public Comment: None

IX. Announcements:

From Bryan: reminder to update your contact information with Leah, confirm meeting attendance plans, and when you confirm attendance via zoom, provide the zoom location to meet quorum. Bryan shared the SOPS, noting they were approved in 2023. Members should become familiar with them. Also reminded members to let Leah know if they cannot attend as planned, 2 unexcused absences would mean you lose voting privileges.

Launch of PHD's Community Health Improvement Plan, Weds May 1, 8:30 am You are invited (check your email). Spread the word to community members. The department wants community members to provide input, \$50 Incentive for community members (who are not employees of community orgs or the PHD), on-site childcare provided, interpreters available for Chinese, Vietnamese, and Mam speakers.

Free Forum, Black Women's Health, Thu, Apr 18, 2024, 8:00 AM
1001 Broadway, Oakland, CA 94607, see flyer attached

Save the Date: Volunteer Appreciation event for all commission and council members, June 14, 3-5 pm at Creekside offices of PHD. Expect Invitations soon.

Medical Mis-Trust Community Forum Oakstop, May 11, Saturday. Goal 100 people to attend. Barbara G-A will share flyer

X. Evaluation and Adjourn. Meeting adjourned at 2:28 pm



www.otgaplanningcouncil.org

Planning, Priorities, and Allocations Committee Meeting

Chair: Bryan Harris | Vice-Chair: Shelley Stinson

<https://survey.alchemer.com/s3/7771614/2024-OTGA-Planning-Council-Meeting-Evaluation>

FROM ROOT CAUSES TO SOLUTIONS

**BW
HF
2024**

POWERED BY  jewellegacy

**BLACK WOMEN'S
HEALTH FORUM**

**THURSDAY, APRIL 18
8:00-3:00**

**MARRIOTT CITY CENTER
OAKLAND, CA**

**FREE
EVENT!**