



Meeting Notes

Date: Wednesday, August 28, 2024, **Time:** 1:00 pm-3:30 pm

Physical Location(s)	Remote Access	Landline Access
<ul style="list-style-type: none"> • ACPHD 1100 San Leandro Blvd, Room 402, San Leandro • 901 Nevin Ave Richmond 94801 • 1001 83rd Ave Apt. 203, Oakland 94621 • 2612 Roosevelt Avenue, Richmond 94804 • 1616 Capitol Avenue, Sacramento 95814 • 6425 Christie, Emeryville 94608 • 150 Harbour Way, Richmond 94801 • 7515 International Blvd. Oakland 94546 • 929 Lexington Ave, El Cerrito, CA 94530 • 2500 Bates Ave. Suite B. Concord, 94520 	Click Here Zoom Meeting ID: 899 4970 1164 Passcode: 269134	Call into meeting: 636 651 3128 US Toll 877 411 9748 US Toll-free Conference code: 657145

In person = IP | Remote = R

Present: Shelley S. (R), Bryan H. (R), Dione L. (R), Angel D. (R), Judy E. (IP), Megan C. (IP), Duran R. (R), Hillary C. (R), Ji-Sook O. (R), Angel M. (R), Damon Powell (IP), April L. (IP), Barbara A-G (R).

Not Present: Diana D. (E).

Staff: Camisha Nettles (IP), Leah Jones (IP), Dot Theodore (IP), Georgia Schreiber (R), Nancy Ceja (R), Curtis Moore (R), Evette Brandon (R), George Ayala (R), Eileen Dunn (R), Danny Allgeier (R), Stephanie Cornwell (IP), Luis Loza (R), Catherine Toyooka (R).

Guest: George Gibson, Gabby Cleary, Matt Willis, Tiffany Woods, Kenneth Hall.

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.

- I. **Call to Order- 1:05** **1:00 pm**
 - a. Moment of Silence
 - b. Mission Statement
 - c. Welcome
 - d. Introductions

- II. **Review and Approve August Agenda**

Action: The committee agreed to table some items on the agenda to allot time to the Ranking Recommendations by PPAC.

Motion: Shelley
 Second: Bryan
 Status: Approved



III. Review and approve July's Planning Council meeting notes

Motion: Shelley
Second: Bryan
Status: Approved

IV. Public Comment for Agendized Items

V. Dr. Jones and Dr. Almanzor Survey Update

1:15 pm

Tabled until next month.

VI. CA Planning Group

1:45 pm

Tiffany Woods and Matt Willis gave an overview of the California Planning Group (CPG) and their work. The presentation covered CPG's responsibilities and its history.

Action: Staff will follow up with Tiffany and Matt for the next steps of those interested in representing OTGA.

VII. Subcommittee Reports: Workplan benchmarks and deadlines

2:15 pm

- Executive Committee
- Membership
- Planning, Priorities, and Allocation Committee
- People Living with HIV and AIDS
- Quality Service Committee

The subcommittee reports were tabled.

VIII. Recipient Report

2:30 pm

Dot presented the recipient report, updates from the Office of HIV Care regarding the Ryan White Part A application, and the importance of the council finalizing the rankings, and to complete the resource allocation at the September 25th Planning Council meeting.

IX. Office of HIV Care

Dot gave an update regarding the Office of HIV Care before presenting the Recipient Report.

X. Rankings Recommendations by PPAC

3:10 pm

Evette presented the members eligible to vote on the Planning Council during this cycle, a document of PPAC, PLWHA, and ACPHD staff's rankings for each category, and a spreadsheet showing the rankings from the last cycle. Three members did not complete the ballot; the committee agreed to move forward without the three votes.



There was an open discussion around some of the members' rankings, their initial thoughts for ranking specific categories, what they've ranked, and the possibility of changing some rankings. In September, during the allocations, all eligible members have an opportunity to participate in final decisions regardless of where service categories are ranked.

The Planning Council accepted the PPAC recommendations for the FY2025-2026 year for the rankings.

Motion: Bryan
Second: Damon
Status: Approved

XI. General Public Comment

XII. Announcements

- The Planning Council meeting on September 25th will be fully remote due to the AC Health All Staff Conference being held offsite.
- PLWHA's Town Hall will take place on Tuesday, October 15th.

XIII. Evaluation (Click [here](#)) and **Adjourn** – 3:14

3:30pm

NOTE: Brown Act – [Hybrid meetings](#)

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.