

Meeting Notes

Date: October 9, 2024 **Time:** 10:00 am – 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 	<p>Click Here Zoom Meeting ID: 893 2786 0717 Passcode: 2000</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 | Excused = E

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

Not Present: Leah J. (E), Evette B. (E), Diana D. (E), George A. (E)

Staff: Camisha N. (IP), Dot T. (R), Nancy C. (R)

Guest: Dr. Almanzor (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.

I. Call To Order 10:03 am

- a. Moment of Silence
- b. Introductions
- c. Agenda Review and approval
 - Action: Correct the month in section five to October
 - Motion: Bryan
 - Second: Shelley
- d. Review and approve July meeting notes
 - Action: Correct the spelling of Dr. Almanzor’s name.
 - Motion: Judy
 - Second: Bryan

II. Membership Check In 10:12 am

III. Follow up with Dr. Jones and Dr. Almanzor 10:25 am

Dr. Almanzor stated has nine responses from the Planning Council survey. One person declined to complete the survey. Dr. Almanzor reviewed the draft PowerPoint, explained the expected context from the members, and what the members should benefit from the survey data. The decision was made to extend the survey till October 31st. Due to attendance the Planning Council Retreat dates are being moved to December. This allows the consultants to receive more surveys from members as well. Council members will receive a poll from support staff via email to select their availability. Members would like Deputy Director Ayala to complete a survey. Dr. Almanzor described the layout design of how the survey will look once completed.

He stated that he would like 30 minutes to the November 13th Executive Committee meeting to present the revised data from the survey and the agenda for the 2024 Planning Council Retreat.

IV. CA Planning Group next steps

11:00 am

Shelley has been voted to be the representative of the California Planning Group. Her nomination letter has been accepted by the Office of AIDs. Next, she is to complete the forms sent via email from the Office of AIDs and attend the Logistics Webinar. Support staff will forward Shelley the email with the next steps.

V. Recommended Agenda for October Planning Council Agenda

11:15 am

a. Membership / Recruitment Strategy

Bryan stated he has been fulfilling recruitment duties. He spoke with Nicole Clinical Director from the Rainbow Community Center in Concord and she's interested in joining the Planning Council.

OHC will present the spending report, utilization report, and office update.

b. Workplan Benchmarks and Deadlines

c. Follow up with the Consultants

VI. Announcements

Bryan announced the PLWHA will have the Town Hall event on October 15th from 4-7pm at 1100 San Leandro Blvd. Shelley attended the Emeryville Pride Events from 2:00pm to 6:00pm for recruitment purposes. Ryan White part D will host a Retreat in with San Francisco General Hospital and other community groups in February 2025. She would like the Planning Council to attend.

VII. Evaluation (Click [here](#)) and Adjourn

11:18 am