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Quality Services Committee Meeting

Judy E. & Megan C. | Chair and Vice-Chair

Meeting Notes

Date: September 16, 2024

Time: 1:00 pm - 3:00 pm

Physical Location(s)	Remote Address	Landline Access
<ul style="list-style-type: none"> 1100 San Leandro Blvd, San Leandro, CA 94577 (Creekside) Room 402, Public Health 6425 Christie Emeryville 94608 2500 Bates, Suite B, Concord, 94520 	Click Here Zoom Meeting ID: 896 7169 0793 Passcode: 247322	To call into the meeting: <ul style="list-style-type: none"> USA 636 651 3128 US Toll USA 877 411 9748 US Toll-free Conference code: 657145

In person = IP | Remote = R

Present: Damon P. (IP), Megan C. (IP), Judy E. (R), Ji-Sook O. (R), Roger A-C (R), Natalie W. (R)

Not Present: Shelley S. (NP)

Staff: Camisha N. (IP), Leah J. (IP), Dot Theodore (IP), Nancy Ceja (R), Stephanie Cornwell (R), Evette Brandon (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- 1:06 1:00
 - a. Moment of Silence
 - b. Read Mission Statement
 - c. Introductions and Roll Call

- II. Review and Approve Agenda
 - Motion: Judy
 - Second: Megan
 - Status: Approved

- III. Review and Approve minutes from prior meeting
 - Motion: Megan
 - Second: Judy
 - Status: Approved

- IV. Workplan Review 1:15
 - QSC reviewed the workplan and tasks for the remainder of the year and confirmed they are on track.



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V. Standards of Care Update

Judy presented a document showing the status of each Standard of Care. The Standards listed in bold went to the Office of HIV Care, and the Standards that were not bold have not been written yet, except for Medical Nutrition, Food Bank, and Home Delivered Meals, which are in their first draft and have been sent to the Office of HIV Care. Outreach Services and Nonmedical Case Management have never been written before because they have yet to be used, which means they will be written from scratch.

The Office of HIV Care's priority is to get the Ending the HIV Epidemic application submitted to HRSA. It will take a while before the Standards of Care come back to QSC for review. Once the revisions are completed by the Office of HIV Care, it will be returned to QSC, and the committee will proceed with completing a draft, and presenting to the Planning Council to vote on. Once that is done, the Standards of Care project will be completed.

Action: Dot from the Office of HIV Care mentioned that her team will not have time to work on the Standards of Care until November, after the Ending the HIV Epidemic application is complete.

VI. AAM Presentation Planning

1:30

- a. Review Draft – Megan recapped the process for the AAM presentation that will take place at the Planning Council meeting in October. Notes were taken on each PowerPoint presentation slide.
- b. Assign Presenters- Megan and Roger will present.

Action: Staff will schedule a call with Megan and Roger to revise each of the AAM PowerPoint slides discussed during today's meeting.

VII. Member Spotlight – Ji-Sook

2:50

Damon and Ji-Sook presented for this month's member spotlight. They gave an overview of their profession, why they joined the Planning Council, and what they like to do for fun outside of work.

VIII. Announcements, Evaluation



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Damon announced he will be absent from QSC's last meeting in Oct.

IX. Adjourn- 2:53

3:00