

Planning, Priorities, and Allocations Committee Meeting

Chair: Bryan Harris | Vice-Chair: Shelley Stinson

Meeting Notes

Date: Thursday, October 3, 2024, **Time:** 1:00 pm-3:00 pm

Physical Location(s)	Remote Address	Landline Access
<ul style="list-style-type: none"> • ACPHD 1100 San Leandro Blvd, Room 402, San Leandro, CA 94577 • 2612 Roosevelt Ave., Richmond 94804 • 1001 83rd Ave. Apt.203, Oakland 94621 • 1616 Capitol Avenue, Sacramento 95814 • 2500 Bates Ave. STE B, Concord 94520 • 929 Lexington Ave, El Cerrito 94530 • 2500 Bates Avenue Suite B Concord 94520 	<p>Click Here Zoom Meeting ID: 826 3641 0014 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

Present: Hillary C. (R), Bryan H. (R), Angel D. (R), April L. (R), Barbara G-A. (R)

Not Present: Shelley S. (E), Diana D. (E)

Staff: Leah J. (IP), Camisha N. (IP), Eileen D. (R), Dot T. (R), Nancy C. (R), Luis L. (R)

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.

- I. **Call to Order** 1:15pm **1:00 pm**
 - a. Welcome with the Moment of Silence
 - b. Introductions, member check-in, and a Quorum confirmation
 - c. Read Mission Statement
- II. Agenda Review & Approval

Motion: Bryan
 Second: Angel
 Status: Approved
- III. Review and Approval of the Most Recent Meeting Notes

First meeting on **September 5th**
 Motion: Angel
 Second: Bryan
 Status: Approved

Review and Approval of the **September 19th** Meeting Notes
 Motion: Bryan
 Second: April
 Status: Approved
- IV. Public Comment on Agendized Items
- V. Workplan

The PPAC reviewed the tasks for September and October to ensure that everything for the year has been completed.

They decided to remove row 17 i – “Partner with PC Support to prospect for PLWHA funding” from the Workplan, as the PPAC is not responsible for this task. The committee

Planning, Priorities, and Allocations Committee Meeting

Chair: Bryan Harris | Vice-Chair: Shelley Stinson

also removed the remaining tasks scheduled for November because their last meeting of the year is in October. They confirmed that all their work for the year has been completed.

VI. Client Satisfaction Survey

1:45 pm

OHC will revise the survey and present it to PPAC when they return from Winter Break in 2025. During that time, PPAC will be able to review the survey and suggest edits. In the past, this process included feedback from the People with HIV committee, and PPAC will ensure their involvement again. After gathering recommendations for edits, the revised survey will be presented to the full planning council. Once it is approved, OHC will administer the survey in partnership with the agencies.

VII. General Public Comment

Bryan expressed gratitude and appreciation to everyone for their contributions and insights during the Priority Setting and Resource Allocation.

VIII. Announcements

Bryan confirmed that there will not be a meeting in November; however, a soft launch welcoming back the Planning Council is scheduled for February.

IX. Evaluation (click [here](#)) and Adjourn- 1:53 pm

3:00 pm