

People Living with HIV & AIDS
Chair: Bryan H. | Co-Chair: Diana D.

Meeting Notes

Date: Tuesday, March 4, 2025, **Time:** 1:00 pm-3:00 pm

Physical Location(s)	Remote Access	Landline Access
<ul style="list-style-type: none"> • ACPHD 1100 San Leandro Blvd, Oak Room, San Leandro, CA 94577 • 2612 Roosevelt Ave., Richmond CA 94804 • 5345 Shafter Avenue, Oakland 94618 • 1001 83rd Ave. Apt.203, Oakland 94621 	Click Here Zoom Meeting ID: 812 1825 5645 Passcode: 2000	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: Diana D. (R), Bryan H. (R), Barbara G-A. (R), Felecia G. (R)

Staff: Camisha N. (IP), Georgia S. (IP), Leah J. (IP), Courtney K. (R)

Mission: The People Living With HIV/AIDS (PLWHA) committee of the Oakland Transitional Grant Area (OTGA) Planning Council will represent persons living with HIV/AIDS, especially those that receive Ryan White Services. We will educate, identify, and assist in the recruitment for the OTGA Planning Council from PLWHA that are members of under-served and/or under-represented populations. We will assist the OTGA Planning Council in assessing gaps in services for PLWHA to enhance health outcomes. We will strive to address the issues of diversity in our membership and ensure that every meeting is a safe space.

Planning Council Goals:

- Advance in Alameda and Contra Costa Counties commitment to “Get to Zero”.
- OTGA meets HRSA mandate to make allocation recommendations that align with the EPI data.
- Provide data driven recruitment and retention efforts that are reflective of the EPI in the TGA.

Old Business- (November 2024)

Motion	Second	Discussion	Status
Review and approve agenda - Bryan	Diana		Approved
Review and approve recent minutes - Bryan	Diana		Approved

Call to Order- 1:06

1:00 pm

- Welcome with the Moment of Silence

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- Introductions, member check-in, and a Quorum confirmation
 - Read Mission Statement
- A. Review and Approve Agenda
Motion: Bryan
Second: Diana
Status: Approved
- B. Review and Approve minutes from the prior meeting
Motion: Bryan
Second: Diana
Status: Approved
- C. Public Comment for Agendized Items
- D. Workplan 1:30 pm
 - Town Hall Event
 - Recommendation to honor Long-time Survivors Day on the June 3rd meeting
 - Pride Events (SF / OAK / Local cities in Contra Costa and Alameda County)

During the meeting, the committee reviewed the Workplan and made minor adjustments. Due to delays in finalizing tasks for last year's Townhall event, Bryan suggested that the committee consider rescheduling the event from June to October of this year. The members agreed that they liked the event's setup and preferred to hold it later in the year. Additionally, the committee decided to celebrate long-term survivors in June by organizing a small but special activity during their meeting on June 3rd.

Staff will collaborate with the chairs to ensure that Pride and other events are consistently listed as ongoing agenda items leading up to the event date. This will help prioritize their completion in a timely manner.

Motion: Bryan
Second: Barbara
Status: Approved

- E. SOP Review
The committee requested that the SOP be included in next month's agenda to give others more time to review the document during their personal time.
- F. Nominations
During the last meeting in November, it was discussed that Diana and Bryan would switch roles for this year's nominations. Bryan was voted as chair, while Diana was voted as Co-Chair for PLWHA.

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Motion: Bryan
Second: Barbara
Status: Approved

- G. Outreach Materials 2:00 pm
- Continue the conversation regarding the business cards
 - Create a flyer

Staff presented mock-ups of business cards and flyers for PLWHA. The members provided recommendations for the business cards and flyers, which the staff will revise and present during the next meeting.

- H. General Public Comment 2:40 pm

I. Announcements

Diana announced that Nilda would no longer be a community member of PLWHA due to personal health reasons. Members will connect outside the meeting to send Nilda a card, thanking her for her service. The staff concluded the meeting with a friendly reminder about the addition of the Planning Council's three goals added to each committee's agenda. This serves as a reminder of each member's responsibilities and the work being accomplished in each meeting.

- J. Evaluation (click [here](#)) & Adjourn- 2:50 3:00 pm