



Meeting notes

Date: Wednesday, June 25, 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, Redwood Room, 1stth Floor. • 2612 Roosevelt Avenue, Richmond 94804 • 5345 Shafter Ave, Oakland, 94618 • 1001 83rd Ave. Apt.203 Oakland, 94621 • 6425 Christie, Emeryville, 94608 • 2500 Bates Avenue Suite B, Concord 94520 • 20961 Tabua Court Hayward, 94541 • 490 Illinois Ave., 9th Floor San Francisco, 94143 • 280 Lenox Ave Apt. E Oakland 94610 	<p>Click Here Zoom Meeting ID: 885 6438 3101 Passcode: 2000</p>	<p>Call into meeting: 636 651 3128 US Toll 877 411 9748 US Toll-free Conference code: 657145</p>

Present: Angel D. (IP), Ji-Sook O. (R), Felicia G. (R), Rob N-N. (IP), Diana D. (IP), Duran R. (R), April L. (R), Megan C. (IP), Bryan H. (R), Aliaa B. (R), Shelley S. (IP), Barbara G-A (R), Carlos A. (IP)

Not Present: Hillary C. (E), Damon P. (E)

Staff: Camisha N. (IP), Siobhan B. (IP), Catherine T. (R), Leah J. (IP), Stephanie C. (IP), Luis L. (IP), Curtis M. (R), Gabby C. (R),

Guest: Ebony G.(R), Martin E. (R), Martin L.(R), Steven G. (R), Moises C-J (R), Raquel S. (R), Sami W. (R),

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.

Planning Council Goals:

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

I. Call to Order 1:12 PM

1:00 PM

- Moment of Silence
- Introductions
- Agenda review and approval
- Review and approve prior meeting notes
- Mission Statement (silently)
- Welcome

- II. **Review and Approve Agenda**
Motion: Bryan
Second: Aliaa
Action: Approved
- III. **Review and approve prior month's meeting notes**
Motion: Megan
Second: Diana
Action: Approved
- IV. **Public Comment for Agendized Items**
- V. **Subcommittee Reports: Workplan benchmarks and deadlines** **1:30 PM**
- Executive Committee
 - Membership
 - Planning, Priorities, and Allocation Committee
 - People Living with HIV and AIDS
 - Quality Services Committee
- VI. **Presenters & Topic: PLHIV, Retention in Care, and Viral suppression** **1:40 PM**
- | | |
|---|--------|
| DCDCP: Epidemiology Report | 20mins |
| Project Open Hand: Home Delivered Meals | 10mins |
| LifeLong Medical: Substance Use | 10mins |
| BACH: Outpatient Ambulatory / Medical Case Management | 15mins |
- VII. **Recipient Report**
- VIII. **Brainstorming: Group Norms** **2:40 PM**
- IX. **Staff Report**
- X. **General Public Comment**
- XI. **Announcements**
- XII. **Evaluation (Click [here](#)) and Adjourn** **3:00 PM**

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.