

People Living with HIV & AIDS
Chair: Rob N-N. | Co-Chair: Bryan H.

Minutes

Date: Tuesday, March 3, 2026, **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 • 2500 Bates Ave, Lassen RM, Concord CA 94520 • 2612 Roosevelt Ave., Richmond CA 94804 • 5345 Shafter Avenue, Oakland 94618 • 1001 83rd Ave. Apt.203, Oakland 94621 • 20961 Tabua Court Hayward,94541 	<p>Click Here: Zoom Meeting ID: 811 0066 8507</p> <p>Passcode: 2026</p>	<p>To call into the meeting: 1(408)-961-3927 1(408)-961-3928</p> <p>Zoom Meeting ID: 811 0066 8507# Passcode: 2026#</p>

In person = IP | Remote = R | Not Present = NP | Excused = E

Present: Ebony G. (R), Rob N-N. (IP), Diana D. (NP), Bryan H. (R), Carlos A. (R), Joghi K. (R), Jesse M. (R), Martin E. (R), Barbara (IP), Felecia G. (NP),

Guest: Noel C. (R), Rebecca D. (IP),

Staff: Camisha N. (IP), Edgard E. (R), Leah J. (R), Georgia S. (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 “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.

Call to Order - 1:01 PM

- Welcome with the Moment of Silence
Rob introduced the council to Meaningful Involvement of People Living with HIV (MIPH). He stated, “MIPH is the guiding principle and the belief that those impacted by the epidemic should be the primary architects of the response. This year, I hope it is not just about participating in Planning Council activities; we’ll be leading them. From leading consumer satisfaction and needs assessment activities to serving as a policy hub for national advocacy, we’re moving from being consulted to being in charge. This work is being done

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because of who they represent. Today, we stand as a voice for the approximately 8,000 people living with HIV across Alameda and Contra Costa counties. We also carry the weight of our history, the thousands of East Bay residents we've lost to this epidemic since it began. Their legacy is the foundation of our advocacy. In recognition of those 8,000 neighbors currently in the fight, and in solemn memory of those who've paved the way but are no longer with us.”

- Introductions, member check-in, and a Quorum confirmation
- Read Mission Statement

A. Review and Approve Agenda

- Motion: Bryan
- Second: Rob
- Action: Agenda was approved.

B. Review and Approve November minutes

One correction was noted regarding leadership titles, clarifying that Rob is Chair and Bryan is Co-Chair. Bryan asked if the pictures from last year's Town Hall Event are available. Because he would like to use them for promotion in this year's materials. Camisha stated has them and will share them via email.

- Motion: Bryan
- Second: Carlos
- Action: Minutes were approved.

C. Public Comment for Agendized Items

No public comment was made for agendized items.

D. Review and approve 2026 Workplan

1:15 PM

Camisha made edits to the workplan as the members discussed the committee's trajectory for the year. The workplan includes strengthening the role of PLWHA in planning council policies and leadership, adding Policy Engagement as a standing agenda item, supporting a community presentation or Town Hall, receiving Needs Assessment data before the Priorities, Planning, and Allocations Committee (PPAC) priority setting process, participating in outreach and commemorative events, and providing PLWHA priorities to PPAC prior to the PSRA process. The Needs Assessment and Consumer Satisfaction Survey are on the PPAC's workplan, but the plan is to shift it to the PLWHA's workplan. Diana clarified that the Needs Assessment and Client Satisfaction Survey will be the responsibility of the PLWHA committee. Camisha agreed and explained that there has been a conversation about the needs assessment with the Project officer, the Office of HIV Care, and leadership within Alameda County, and how it's supposed to be distributed and the responsibilities. Diana emphasized the importance of ensuring PLWHA members' input stays in the survey this time. She added that the last time the PLWHA committee worked on the survey for four hours, and when the survey came out, it was

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completely different from what they had worked on. Rob restated that the PLWHA committee will not be consulted on the Planning Council, and that being leaders and part of that means taking on this responsibility. Also, he has a document outlining plans for the Needs Assessment that will be discussed, and he hopes Diana's concerns will be addressed. Staff asked if the workplan needs to be changed based on what they've seen today. Rob said he doesn't see any issues if there needs to be a change, it may be after the PPAC meets and changes their workplan.

- Motion: Rob
- Second: Diana
- Action: Workplan was approved.

E. Needs Assessment

1:33 PM – Rob led the committee discussion on the Needs Assessment and reviewed highlights from the 2025 Client Satisfaction Survey. It was reported that 137 survey responses were received, which was considered a low response rate. Most responses came from North Alameda County (Oakland and Berkeley). Survey results show high overall satisfaction with provider care and respectful treatment, but also identified barriers related to parking, transportation access, referrals between agencies, and limited awareness of available services. Additional service needs identified by respondents included dental care, vision services, transportation support, food, and support groups. The key strategic takeaways are that, while clinical satisfaction remains high, the next steps are to focus on a robust Needs Assessment this year and to include focus groups to address low participation. Bryan asks, based on the client satisfaction survey responses, whether they will address the questions on travel compensation/support, dental, vision, and food this year. Rob responded, "No. These are Ryan White categories for Ryan White funds." Bryan explained, "Are people who have to use public transportation for medical appointments able to get reimbursed?" Rob explained that there is a process for getting travel from case managers, such as travel vouchers. However, he doesn't think people who pay travel expenses ahead of time will get reimbursed to go to appointments."

The Chair then presented a draft plan for how the committee could lead the Needs Assessment, consumer satisfaction survey, and development of a PLWHA priorities report. The proposed approach includes three methods of data collection: electronic surveys, community listening sessions at funded agencies, and short "flash surveys" at community events. As well as asking people to join the planning council with an abbreviated application process. The listening sessions would combine survey completion, discussion of service priorities, and recruitment for the committee. The flash surveys would collect quick information about service priorities, barriers to care, and interest in joining the committee.

Camisha asked if the Needs Assessment and Client Satisfaction Survey should remain separate, how the data would be organized, and whether only people living with HIV would participate. Rob stated that it doesn't have to be a separate survey and that a single tool can produce all the information needed. Jesse asked if the survey would be for staff

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members and clinicians who help people with HIV.” Rob confirmed it's only for people with HIV. The specifics will be discussed at a different time. It was clarified that the plan is intended to center the voices of people living with HIV.” Diana asks whether incentives or transportation support would be available. The budget questions remain unresolved, and staff stated that they would need to confirm whether any funds are available for incentives, meals, or transportation support. Rebecca asked whether the survey would include questions about benefits and counseling, since many people are about to be kicked off Medicaid. Rob replied yes because one of the service categories on the new survey is insurance benefits. Jesse stated he would like to help out as soon as he can to present this by June, and he can also help translate the material into Spanish and be available to Spanish-speaking interviewees. He stated, “I think it's important to get the people that usually don't get this information.” Carlos is concerned about the April 30, 2026, timeline because the questions still need to be put together, and the institutions to which the survey will be distributed, and the event manager need to be decided. Rob shared the draft survey and explained that there is an example list of agencies the survey can be disbursed to, where the groups can be, and event spaces where the flash surveys can be held. He continued by stating, “The Contra Costa County representation was very little in previous Needs Assessments.” Diana suggested at the next meeting to itemize which agencies the groups will attend and pair up members. Noel suggested making a contest of the agencies with the most completed surveys, so that case managers and agencies could be engaged through friendly competition or recognition to encourage stronger participation.

The committee agreed that this was an initial discussion and that draft materials, including the proposed surveys and outreach plan, would be shared after the meeting for review before the next discussion.

F. Policy Engagement

2:30 PM

2:07 PM – Camisha asked how often Bryan should give an update on the U.S. People Living with HIV Caucus to this committee? Rob and Bryan agreed to meet monthly. Rob explained that Policy Updates is a standing item on the agenda now, get updates from NMAC, Leah is giving updates on what the county is monitoring, the Ryan White HIV AIDS program, Affordable Care Act, Criminalization laws, Americans with Disabilities Act, the Fair Housing Act, and AIDS United that we are paying attention to. The committee introduced policy engagement as a standing agenda item for the year. Rebecca suggested looking into the National Association of State and Territorial (NASTAD) Directors watch and the association of people volunteering to keep their Medical, similar to the Florida ADAP response. It was noted that developments like this could affect HIV care systems beyond Florida, particularly if other states adopt similar policies. Policy updates will continue to come from national advocacy organizations and conferences, and he will also provide a report next month on the recent CROI conference, including information on possible Ryan White

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funding threats. Brian provided an update on his work with the U.S. People Living with HIV Caucus, which is gathering information from every state on integrated HIV planning and the involvement of people living with HIV in those processes. The committee affirmed that policy discussions should continue monthly and may include Ryan White funding, Medicaid, disability protections, housing, HIV criminalization, data privacy, and other related topics.

Leah explained that the goal is to develop a formal process for how the committee can engage in policy advocacy in coordination with the Executive Committee and other county-supported councils and commissions. More discussion on this process will take place at the next executive committee meeting.

I. General Public Comment

Newly completed committee business cards were discussed, and how they may be used for outreach, especially as part of future flash surveys and recruitment efforts. There was also discussion about the 2026 Ryan White Conference in Maryland. Staff explained that there are limited seats available for Part A participation, including one seat potentially available for an unaffiliated person living with HIV. It was explained that conference attendance will be reimbursed for hotel, travel, and food after receipts are submitted, and that virtual participation will also be available for those not attending in person.

J. Announcements

The East Bay HIV Update is returning and is tentatively scheduled for June 5, 2026. The event is expected to be an all-day East Bay conference that brings together local experts and organizations to discuss HIV and AIDS-related issues. Planning is underway, and members expressed interest in helping shape the program and ensuring broad representation, including youth and pediatric perspectives.

K. Next Agenda Items

The committee identified several items for the next meeting agenda. These include Long-Term Survivors Awareness Day planning, a CROI 2026 update, beginning discussion on town hall themes, dates, and locations, review of service categories related to the needs assessment process, and continued discussion of outreach tools. The Chair also noted that draft brochures and survey tools will be shared in advance so members can review them before the next meeting.

There was also discussion about creating a more welcoming and understandable entry point for new community participants. Members suggested developing a brief orientation process or a simple resource explaining acronyms, meeting roles, and what to expect at committee meetings. Staff agreed this was helpful feedback and should be incorporated into future outreach and onboarding efforts.

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L. Adjourned - 2:45

3:00 PM

Evaluation (click [here](#))



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.