



# Oakland Transitional Grant Area (TGA)

COLLABORATIVE COMMUNITY PLANNING COUNCIL

“Serving Alameda and Contra Costa Counties”

[www.HIVCCPC.org](http://www.HIVCCPC.org)

## EXECUTIVE COMMITTEE MEETING

**Date:** Wednesday July 12, 2017      **Time:** 10:00am-12:30pm  
**Location:** Office of AIDS Administration (OAA) 1000 Broadway St. 3<sup>rd</sup> Floor  
Oakland, CA 94607  
**Members Present:** Monica Cross, Eric McCann, Betty Ubiles, Jessica Osario, Phoenix Smith  
**Members Excused:** Raymond Brickhouse  
**Community Guests:** Loren Jones  
**Staff:** Lianne Hope

### MINS

Topic:	Discussion:	Action:
Call to Order	<p>Meeting was called to order by the Co-chair, Monica Cross, at: 10:05 am. Members introduced themselves for the record. A moment of silence was observed in honor of persons infected with and/or impacted by HIV/AIDS.</p> <p><b>Agenda was reviewed.</b>  Phoenix made a correction: the HRSA site visit is from September 26-28  Motion: Eric McCann  Second: Jessica Osario  Result: minutes approved with correction.</p> <p><b>June 14, 2017 minutes were reviewed.</b>  Freddie would like to amend page 3, section 8 to read “...conflict of interest from previous year” as opposed to Eric McCann.  Motion: Betty Ubiles  Second: Eric McCann  Result: Minutes approved</p>	
Reports	<p><b>Contra Costa County Report (Jessica Osario):</b></p> <ul style="list-style-type: none"> <li>• We are working on Part C competitive application that funds Early Intervention Services (EIS) and Outpatient Ambulatory Care in West Contra Costa County.</li> <li>• Had a good consortium meeting, good attendance, great discussion on client engagement and forming a client sub-committee.</li> <li>• Programs under EIS: PrEP navigation and line list program. Calls made to people from high priority populations. Technicians are providing people with risk reduction services.</li> <li>• Case manager left program. His caseload was absorbed by other case managers.</li> </ul> <p><b>Questions/Comments:</b></p> <ul style="list-style-type: none"> <li>• What was the gonorrhea conversation at the consortium meeting? A community provider was hearing fear from clients about recent resistant</li> </ul>	

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	<p>gonorrhoea cases in Hawaii. All those individuals successfully treated. It was a good presentation and discussion that cleared up misconceptions.</p> <ul style="list-style-type: none"> <li>• What were the barriers to reaching people on the line lists? The first list was pulled from old data and didn't have accurate phone numbers. Still learning how to get in touch with people.</li> <li>• Do you need more technicians to do the work? There are 6 part-time technicians and staff person to support them. They seem to be handling work ok.</li> <li>• Could we have a CCPC meeting at the new Rainbow Center location? It's a small space and they have plans to make it bigger. Its walkable from BART, very accessible.</li> </ul> <p><b>Alameda County Report (Phoenix Smith):</b></p> <ul style="list-style-type: none"> <li>• Third rescheduled HRSA site visit will be September 26-28</li> <li>• Received Ryan White allocation with a small increase of \$107,000.</li> <li>• Still participating in all Fast-Track meetings</li> <li>• Presented at the HIV Black Church initiative.</li> <li>• Wrote op-ed about bill going through CA senate on HIV criminalization. First time office did advocacy and hope to do more.</li> </ul> <p><b>Standing Committee Reports:</b></p> <ul style="list-style-type: none"> <li>• Membership- Discussed recruitment and developing branding materials. Discussed tracking attendance and participation on committees.</li> <li>• Quality/Data- no report</li> </ul> <p><b>Questions/Comments:</b> We should have sit down conversation and written agreement on how to link Prevention Committee to CCPC. Ask Barbara, new Prevention Committee Chair, to participate on the Exec Committee.</p>	<p>PCS will ask Barbara to be on Exec Committee and provide monthly reports.</p>
New Business	<p>Phoenix made a reallocation request to move \$75,145 from Psychosocial Support to Oral Health. There is unused monies in Psychosocial Support and Oral Health has requested more money.</p> <p><b>Questions/Comments:</b></p> <ul style="list-style-type: none"> <li>• Why aren't the funds being used? Agencies not spending the money, hiring staff, or running groups. Will encourage agencies to use holistic, evidence based practices, and curriculum for support groups in the RFP.</li> <li>• The oral health presentation mentioned that there are no caps on services. Are they trying to figure out way tap into other funding resources? They don't want to put caps because there is more need than funds available. No</li> </ul>	

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	<p>other resources to tap into. Medi-Cal doesn't cover everything.</p> <p>Phoenix asked members to brainstorm on whether or not to create RFP for MAI. Supposed to be 3-year award and we are in 4<sup>th</sup> year. Office is understaffed and Planning Council has to vote on Priority Population(s). Would have to start on RFP in August. Members discussed looking at data to help decide on priority populations.</p> <p><b>Questions/Comments:</b></p> <ul style="list-style-type: none"> <li>• Are there agencies that could use the money? Community had concerns around only funding one agency. Could split it up amongst several agencies but that means managing more contracts.</li> <li>• What categories are funded under MAI? All categories</li> <li>• How is the one agency doing in spending down the money? Not great; more than 10% unexpended. It could be beneficial to have more than one agency be funded.</li> </ul> <p>Lianne confirmed the time and location of the July CCPC meeting and asked members to spread the word to community members about attending.</p> <p><b>Questions/Comments:</b></p> <ul style="list-style-type: none"> <li>• Should make flyers to post in agencies. Phoenix can email flyer out to her network.</li> <li>• How should we handle public comment? It should be more inclusive and allow public to comment throughout for a time limited period. Public should comment at the beginning because they are trying to influence us on our voting. Rama should facilitate that portion.</li> </ul> <p>Lianne provided a membership update and reiterated the attendance policies in the Bylaws. Loris Mattox missed 3 meetings and will be removed. Barbara Green-Ajufo is a new member. Lianne discussed a mentorship program and creating marketing materials.</p> <p><b>Questions/Comments:</b></p> <ul style="list-style-type: none"> <li>• It's important to have representation from Loris' agency. Betty will call her.</li> <li>• Warning letters should come from Betty and Membership Committee and removal letters should come from the 3 executive chairs.</li> <li>• How are we keeping track of the PLWH members? PCS should keep track of this through member applications. Will have all members resubmit their applications to collect demographic information.</li> <li>• Loren volunteered to be a mentor for Barbara. Members want mentorship program to start and be reflected in bylaws.</li> </ul>	<p>PCS will bring data to present at the next CCPC meeting and have members vote at July CCPC meeting.</p> <p>PCS will make flyer</p> <p>PCS will create mentorship program</p>
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	<ul style="list-style-type: none"> <li>We should create large posters and have agencies post. Include people’s faces. Feature a planning council member with a quote. Want to produce video as well.</li> <li>How much is it to have a booth at Oakland Pride? PCS will look into it.</li> </ul>	guidelines.
Public Comment	<ul style="list-style-type: none"> <li>Loren discussed the transition that will combine the Membership and PLWHA Committee, and the need for more CCPC members.</li> <li>Members wanted to know if its ok if PCS chairs the Quality Data Committee</li> <li>Loren discussed the possible changes to the federal administrations’ proposed health care act.</li> </ul>	PCS will review bylaws
CCPC Meeting Agenda Setting	<p>Members reviewed the proposed agenda for the July 26 CCPC Meeting</p> <p><b>Questions/Comments:</b></p> <ul style="list-style-type: none"> <li>Phoenix would like to make sure that this year, we are clear on how the Priority Setting information is presented and what goals are around the process. Very important that everyone shows up so members are not lost during Resource Allocation. Important that decisions are made based on data.</li> <li>Phoenix will ask for a CCPC vote to move money from psychosocial support to oral health.</li> <li>Members described how the Priority Setting process has been done in the past: There is discussion first from CCPC and community members before filling out a ballot. A mock priority setting is done on committee level to prepare members for the process.</li> <li>Add to agenda: conversation and vote on priority populations for MAI funding.</li> </ul>	PCS will encourage all members to attend my make Priority Setting Process clear.
Adjourn	<p><b>Motion to adjourn:</b> Eric McCann  Second: Phoenix Smith  Result: Meeting was adjourned</p>	

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