

Oakland Transitional Grant Area (TGA)  
 Collaborative Community Planning Council  
 Serving Alameda and Contra Costa Counties  
 Quality Data and Services Committee

Date/Time: July 17, 2017

Location: Web Conference Line  
 Dial: [+1 408 638 0968](tel:+14086380968) or [+1 646 558 8656](tel:+16465588656) Meeting ID: 264 757 916

Members Present: Monica Cross (CCPC Co-Chair), Lois Lindsey-Bailey, Pamela Casey, Loren Jones

Absent: Staff Present: Akilah Cadet

TOPIC	DISCUSSION	ACTION
Opening / Call to Order	Meeting was called to order at 1:08 pm by acting Chair Change Cadet (Akilah Cadet) with introductions. A moment of silence was held in honor of those infected with and/or impacted by HIV/AIDS. Monica Cross motioned to approve the agenda. Loren Jones seconded the motion. The agenda was approved unanimously. Loren Jones noted that Gloria's last name should be included. Monica Cross motioned to approve the minutes with the addition and Loren Jones seconded the motion. The minutes were approved.	
General Meeting	<p><b>Executive Report</b></p> <ul style="list-style-type: none"> <li>• Monica Cross provided an update on fund allocation process as well as Loren Jones.</li> <li>• Akilah Cadet shared a membership update and marketing/branding.</li> <li>• Loren Jones shared an update about the mentoring program.</li> <li>• Discussed 75% core/25% supplemental for fund allocation was changed last year to 33% will most likely change back this year.</li> </ul> <p><b>Fund Allocation Process</b></p> <ul style="list-style-type: none"> <li>• Akilah Cadet shared that we are not doing committee votes this year since they are not required by HRSA. They can be discussed for next year.  <i>We liked the committee votes...way to incorporate. It will be included in the town hall and discussion for next week.</i></li> <li>• We need a real clear picture of what allocation means and show what the data means...we need a clarification process.</li> <li>• Ask for ideas from Lenny about fund allocation process ask him maybe technical assistance</li> <li>• Tools for committee members included: Scoring tool (did have definitions, but we need them), data, and an explanation that not every category will not be funded, Ryan White definitions, OAA fiscal report, past history of what was voted on, vote of council vs committee.</li> <li>• Discussed</li> </ul> <p><b>Review of the Committee Operating Procedures</b></p> <ul style="list-style-type: none"> <li>• Determine which committees work on which goals and report back?</li> </ul>	<p>Akilah Cadet will incorporate feedback for next week's priority setting meeting.</p> <p>Akilah Cadet ask Phoenix about Epi rep. Talk to Shelly for prevention update.</p>

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	<ul style="list-style-type: none"> <li>• Develop and outline or work plan starting at the next meeting.</li> <li>• Develop relationship with Prevention Committee to partner over the IP.</li> <li>• Ask executives to provide leadership over the Integrated Delivery Plan (IDP) so committees can work towards a goal.</li> <li>• Need to determine our role with the end of AIDS taskforce and Dec 31 deadline.</li> <li>• Can we have an Epi representative on our committee? We use to have one.</li> <li>• Need to identify who from CCPC is attending the Getting to Zero meetings.</li> <li>• HRSA Question: Will HRSA give us a breakdown of what committees should look like? Ask on monthly call.</li> </ul> <p><b>Open Discussion</b></p> <ul style="list-style-type: none"> <li>• We should look at reorganization of the committees and our team.</li> </ul>	<p>Change Cadet will develop a work plan over the next few months and will provide and update.</p> <p>Akilah Cadet will ask Phoenix Smith about an epi representative.</p> <p>Change Cadet will join HRSA monthly meetings.</p>
<p>Agenda next meeting</p>	<ul style="list-style-type: none"> <li>• Co-Chair Report</li> <li>• Overview of Data Committee Bylaws, reorg and/how to recruit members (ongoing conversation).</li> <li>• Look at a reorganization of our own team/committee</li> <li>• IDP Go by category to determine who does what, Go item by item to determine if task for CCPC, collaboration, and/or prevention.</li> <li>• Open discussion/set agenda for next meeting</li> </ul>	
<p>Adjourned</p>	<p>Monica Cross motioned to adjourn the meeting and Lois Lindsey-Bailey seconded the motion. The meeting was adjourned.</p>	