



Oakland Transitional Grant Area (TGA)

COLLABORATIVE COMMUNITY PLANNING COUNCIL

“Serving Alameda and Contra Costa Counties”

www.HIVCCPC.org

EXECUTIVE COMMITTEE MEETING

Date: Wednesday October 11, 2017 **Time:** 10:00am-12:00pm
Location: Office of HIV Care and Prevention- 1000 Broadway St., Oakland, CA 94607
Members Present: Monica Cross, Betty Ubiles, Phoenix Smith, Raymond Brickhouse, Jessica Osorio
Excused: Eric McCann
Guests: Loren Jones
Staff: Akilah Cadet

MINUTES

Topic:	Discussion:	Action:
Call to Order	<p>Meeting called to order by the Co-chair, Raymond Brickhouse, at 10:04 am. Members introduced themselves. Moment of silence was observed to honor those infected with and/or impacted by HIV/AIDS. Raymond Brickhouse read mission statement. Monica Cross read the group norms and values.</p> <p>Agenda was reviewed. Motion: Monica Cross Second: Betty Ubiles Result: Agenda was approved.</p> <p>September 13, 2017 minutes were reviewed. Correction: PLWHA is missing an A under the comments section. Motion with correction: Betty Ubiles Second: Monica Cross Result: Minutes approved with corrections.</p>	<p>Planning Council Staff will change as described.</p>
Grantee Reports	<p>Alameda County Report (Phoenix Smith):</p> <ul style="list-style-type: none"> • HRSA Site visit does not have a set agenda yet. Monica and Betty will represent the chair spots as both chairs will be out of town (Raymond Brickhouse in attendance of the State Planning Council Meeting, Eric McCann on scheduled vacation). The site visit will start Tues Oct 17th and Wed the HIV Care office and HRSA will conduct site visits of agencies. We will have a lunch at the county offices in San Leandro on Thurs Oct 18th and will send information. This is an RSVP basis for staff and PLWHA in the community. PCS will need to be at the meeting on Tuesday. • Looking for a full time program manager for Ryan White. • September was mid-year for us; Program Managers are looking at agency spending. Should have a report soon to request to move money around and I will present at the October Meeting. • Having first ever AIRES meeting to improve data with technical assistance from HRSA. 	

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	<p>Questions/Comments:</p> <ul style="list-style-type: none"> • Where do you want the PCS to participate? Tuesday meeting? <p>Contra Costa County Report (Jessica Osorio):</p> <ul style="list-style-type: none"> • Conducted 30 interviews in the past couple of weeks and we have a strong finalist for both of the available management positions. • Our community health worker did not work out and will start again with a new eligible list. • Reminder for those participating in the Contra Costa RFP review process later this week. • World AIDS Day is at San Quentin every year, Dec 1, 2017. Anyone interested, please contact me. 	
<p>Standing Committee Reports</p>	<p>Standing Committee Reports:</p> <ul style="list-style-type: none"> • Prevention: No update. Dr. Cadet will discuss more in the Staff Report • Combined Membership and PLWHA: Betty Ublies shared the committee interviewed 3 individuals and all will be added to the council. There was a discussion on the process of interviews and it will be continued at the committee meeting to be updated in the Bylaws and Standard Operating Procedures as needed. Raymond updated the committee on term limits. A Vice Chair will be needed. • Data: No action items <p>Questions/Comments:</p> <ul style="list-style-type: none"> • Discussion on the applicant interview process. 	
<p>Staff Report</p>	<p>Administrative Staff Report:</p> <ul style="list-style-type: none"> • Prevention Meeting: Dr. Akilah Cadet and Lianne Hope met with Shelley Stinson, Chair of the Prevention Committee. Ms. Stinson stated that a meeting already occurred with Dr. Nick Moss and not sure if an additional meeting will be needed with CCPC chairs. CCPC Executives need to let PCS know if they would still like a meeting. Regular updates of the Prevention Council will now be sent to Lianne Hope and added in the report section of the CCPC meeting. There are opportunities to table at events with prevention. Dr. Barbara Green-Ajufo is the official CCPC rep for and sits on the Prevention Committee. The language in the bylaws will need to be removed/updated during the winter break and through the new fiscal year. • Speaker Requests: Send vivid and engaging speakers our way for next year's calendar. • New Members/Orientation Pilot: New packet and one hour meeting with Lianne will occur with new members. All CCPC members will go through an orientation in Feb 2018 during the first CCPC meeting. <p>Questions/Comments:</p> <ul style="list-style-type: none"> • Discussion was held regarding prevention. 	



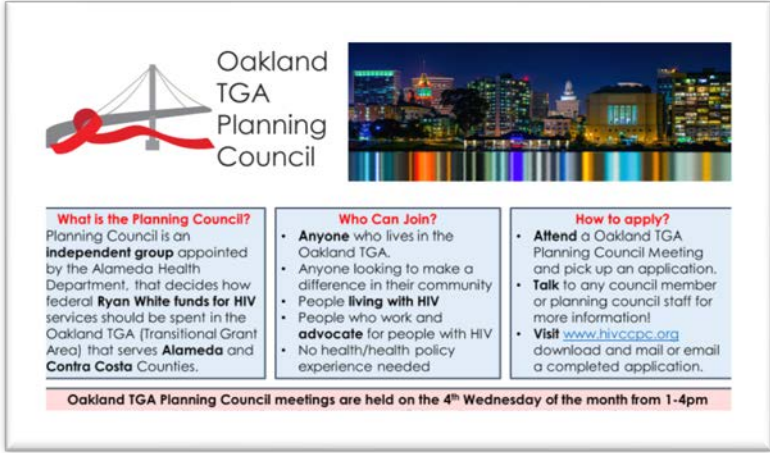
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<p>New Logo</p>	 <p>One pager with new branding content, logo and name was presented by Dr. Akilah Cadet.</p> <p>Questions/Comments:</p> <ul style="list-style-type: none"> • Discussion was about the one pager. • Loved the logo and the city image. 	
<p>HRSA Site Visit Week of October 16th</p>	<p>Dr. Akilah Cadet facilitated a discussion about the HRSA Site Visit.</p> <ul style="list-style-type: none"> • Agenda? Not yet • Meeting Dates and Times? See above minutes from Phoenix Smith’s report. • What items would you like to share? Share successes, direction the council is going, coaching of the co-chair, all the accomplishments, highlight the stability and professionalism, the fund allocation process, and the new admin team. 	
<p>Advisory Council Model Discussion</p>	<p>Advisory Council Model discussion was conducted by Phoenix Smith.</p> <ul style="list-style-type: none"> • In attendance of the state council conference, she met with other Ryan White Directors to discuss TGA. • Would like to propose the model of less meetings (Advisory Council meetings 6 times a year). • Current model is based off the 90s when there was a lot of money and engagement. 	<p>PCS follow up with Phoenix about call during Winter Break.</p>

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	<ul style="list-style-type: none"> Proposed to have a conference call with Santa Clara to see how they were able to move to that model. <p>Questions/Comments:</p> <ul style="list-style-type: none"> Possibly...Feb/March-June July Aug Break Sept-Nov Dec/Jan Break 	
Public Comment	<ul style="list-style-type: none"> Raymond discussed protest among transgender community at USCA conference. Should contact Transgender Law Center to get speaker. Nov 30th we will have a training on the history of research. Contact Loren Jones for more information. Jessica Osorio Due to the Wine Country/ North Bay Fires the Santa Rosa HIV clinic was lost. Raymond Brickhouse was featured on the Pacific Center Blog, visit site: http://pacificcenter.org/volunteer-spotlight-raymond#respond 	
CCPC Agenda	Members reviewed the proposed agenda for the October 25th CCPC Meeting.	
Adjourn	<p>Motion to adjourn: Monica Cross Second: Betty Ubiles Result: Meeting was adjourned at 11:41am.</p>	