



**COLLABORATIVE COMMUNITY PLANNING COUNCIL**

*Serving Alameda and Contra Costa Counties*

**Office of HIV Care**

**1000 Broadway, 5<sup>th</sup> Floor, Room 5000A Oakland, CA 94607**

**MEETING AGENDA**

**Wednesday, October 25, 2017**

**1:00pm- 4:00pm**

**Mission Statement:** *The Collaborative Community Planning Council will provide comprehensive planning, prioritization, and education regarding HIV/AIDS services in Alameda and Contra Costa Counties that is inclusive, equitable, compassionate, and respectful of human rights.*

<b>1:00pm:</b> <ul style="list-style-type: none"> <li>• Call to Order and Introductions</li> <li>• Moment of Silence</li> <li>• Reading of the Mission Statement</li> <li>• Reading of the Group Norms &amp; Values</li> </ul>	<b>Raymond Brickhouse, Co-Chair</b> <b>Eric McCann, Co-Chair</b>
<b>1:05pm:</b> Review and Approval of October 25, 2017 Agenda Attendance Matrix ( <b>Review Only</b> )	
<b>1:10pm:</b> Review and Approval of September 27, 2017 Meeting Minutes	

***Unfinished Business***

<b>1:15pm:</b> Grantee Report and Mandated Category Reports	<b>Phoenix Smith, Alameda County</b> <b>Jessica Osorio, Contra Costa Health Department</b> <b>Marjorie Katz, CA Department of Public Health</b> <b>Alvan Quamina, City of Berkeley</b>
<b>1:30pm:</b> Reports: Standing Committee Co-Chairs ( <b>Action Items Only</b> )	<b>Committees: Executive, Quality Data, Membership/PLWHA, Alameda County HIV Prevention Committee</b>
<b>2:00pm:</b> Staff Report <ul style="list-style-type: none"> <li>• November Meeting &amp; Celebration, November 29th 3:30-6:30pm</li> <li>• Winter Break</li> <li>• Election Overview</li> <li>• HRSA Site Visit Debrief</li> </ul>	<b>Planning Council Staff</b>

***New Business***

<b>2:30pm:</b> Introduction to the Assessment of Administrative Mechanism (AAM)	<b>Planning Council Staff</b>
<b>3:00pm:</b> Review of Marketing Materials and VOTE	<b>Planning Council Staff</b>
<b>3:30pm:</b> Announcements	
<b>3:45pm:</b> Public Comment	
<b>4:00pm:</b> Adjourn	

Conference Call: 408.638.0968 or <https://zoom.us/j/171770463> Meeting ID: 171 770 463

Collaborative Community Planning Council [www.hivccpc.org](http://www.hivccpc.org)

[www.changecadet.com](http://www.changecadet.com)

*Change Cadet.*

## COLLABORATIVE COMMUNITY PLANNING COUNCIL

### GROUP NORMS:

1. Don't take things personally
2. Be anchored in our mission
3. Agree to disagree
4. Active, intentional, attentive, listening/Eyes, ears, head, & heart
5. No retribution for what gets said here
6. Be present in call to service/Be prepared & ongoing
7. No judgement/Take a breath & set it aside
8. Everyone's effort & time is valued
9. Consciously arrive on same agenda as others
10. Encourage clarifying questions/Don't assume lack of preparation
11. Exhibit patience with each other
12. Be a welcoming body to all
13. Respect each other as leaders
14. Be more creative & efficient in deliberations

### VALUES:

1. Values are things we believe are important in the way we live and work
2. Values will determine our priorities and assist us in measuring how effective our Outcomes are.
3. These Values will guide us to stay on track.
4. We will apply our Group Norms and Actions to align with our Values.