

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

Date/Time: April 18, 2016

Location: Office of AIDS Administration
 1000 Broadway, 3rd Floor, Room 310
 Oakland, California 94612

Members Present: Loren Jones, Pamela Casey, Monica Cross, Aaron Testard,
 Keisha Willard, and Lois Lindsey-Bailey

Absent: Will Walker and Nydia Morales

Staff Present: Kweli Gibson

TOPIC	DISCUSSION	ACTION
Opening / Call to Order	Meeting called to order at 1:10 pm by Lois Lindsey-Bailey co-chair. The meeting convened with a quorum. A moment of silence was observed for those living and lost to HIV/AIDS. The agenda was reviewed and the minutes from March 21, 2016 were approved.	
General Meeting	<p>THERE ARE THREE ACTION ITEMS:</p> <ol style="list-style-type: none"> 1. Recommending that time is given at the beginning of each meeting to discuss the evaluation of the previous meeting and time at the end of each meeting to evaluate the meeting. 2. Developed a new evaluation tool 3. Request time during the ranking process to ascertain why members ranked their top three core and support services <p>General Meeting: There was a lengthy discussion regarding the ranking process the importance of the process and the individual ranking at the committee level.</p> <p>This was a very productive meeting with the main focus on the evaluation tool. The majority of the meeting was discussing the need for the evaluation and how to solicit helpful information regarding the process from the CCPC members. The committee developed a new evaluation tool to be completed at the end of</p>	

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	<p>each meeting starting in May until the Priority Setting and Recourse Allocations process is complete in August. (attached questions for evaluation)</p>	
<p>Agenda</p>	<ol style="list-style-type: none"> 1. Co-chair report 2. Approval of agenda & minutes 3. Review and approve Priority Setting & Resource Allocations evaluation 4. Patient Satisfaction survey 5. Open discussion/Set agenda for next meeting. 	
<p>Adjourn 3:00 pm</p>		