



Oakland Transitional Grant Area (TGA)

COLLABORATIVE COMMUNITY PLANNING COUNCIL

"Serving Alameda and Contra Costa Counties"

CCPC MEETING MINUTES

Wednesday, October 26, 2016

1:00 pm – 4:00 pm

Office of AIDS Administration (OAA)

1000 Broadway St., 5th Floor - Room 5000A

Oakland, CA 94607

Liam Galbreth, Co-Chair

Monica Cross, Co-Chair

I. CALL TO ORDER

Co-Chair Monica Cross called the meeting to order at 1:35 p.m. Council members, staff, and guests introduced themselves. There was a moment of silence in honor of persons living with and impacted by HIV/AIDS. Trina Walker read the Mission Statement. The Group Norms and Values were read by Keisha Willard. (*The Translator repeated the information in Spanish.*) Jessica Osoria of Contra Costa County Health Dept. was introduced and welcomed. She was introduced as the County's potential CCPC Representative - being the new person selected to fill Carla Goad's position.

MEETING ATTENDANCE

PLANNING COUNCIL MEMBERS:

Raymond Brickhouse	Marjorie Katz (State OA) (via Phone)
Monica Cross, Co-Chair	Trina Walker
Eric McCann (via Phone)	Carla Wright
Freddie Smith	Betty Ubiles
Lois Bailey-Lindsey	Karen Schlein
Phoenix Smith (OAA Grantee Rep)	
Liam Galbreth, Co-Chair	
Keisha Willard (via Phone)	Cynthia Carey-Grant
Loris Mattox (via Phone)	Nydia Morales
Loren Jones	

Absent Member(s):

Council Support Staff:

Patricia Sweetwine
Kweli Gibson
Shirley Prothro
Elena Vaca

Community/Guests:

Barbara Green-Ajufo	Enedina Montaro
Jessica Osorio	Bacilio Villa
Gilberto Torres	Jorge Garcia
Catalina Favila	"Juan"

II. AGENDA REVIEW AND APPROVAL

Raymond Brickhouse moved to approve the Agenda for the October 26, 2016 meeting. Freddie Smith seconded the motion. The *Action: 1610-CCPC-01* was approved.

III. REVIEW AND APPROVAL OF THE MEETING MINUTES

Nydia Morales moved to approve the September 28, 2016 CCPC Meeting Minutes. Raymond Brickhouse seconded the motion. The *Action: 1610-CCPC-02* was approved.

UNFINISHED BUSINESS (refer to the Appendix for Motions)

IV. GRANTEE REPORT/UPDATE

(Phoenix Smith, OAA Acting Director, presented brief highlights from her written report.)

- She briefly explained the functions and relativity of the OAA on behalf of the new guests/visitors.
- She gave an update on her recent meeting with Behavioral Health Care Services to discuss potential (future) strategies to create overall improvements in Ryan White mental health care services.
- She explained the new process regarding the tracking of mid-year expenditures based on recent report data/findings.
- Challenges within the Home Health Care Services category were discussed.
- An RFP will be released on November 1st for both the CCPC Administrative Support Services and the (Ryan White, Part A) Psychosocial Support Services contracts. The latter has not been released in 5 years.
- Because of the Waiver approval from HRSA, the TGA funding will now be allocated on a 70% (CORE Services) - 30% (Support Services) basis. This is the new "split" formula - 70/30. This also means that some funded services in the Support category will get increases.
- The Mental Health RFP has been postponed until (possibly) next year.
- There is a job opening at OAA for a full-time Program Specialist. Applications can be accessed at the OAA website.
- She announced that there is now funding available for PrEP in the County and a special radio campaign project through an OAA collaboration. Shelly Stinson is the contact person at OAA for more information on this.

The "grapevine" has indicated that there is an RFP coming out for a PrEP Program.

Lorenzo Hinojosa of OAA is working on an RFP - for PrEP Navigators - but it has not been posted yet. I don't know when (exactly) it will be released but I will keep the Council informed

Are the numbers on the Implementation Plan Report correct? They seem so far off!

Thank you for bringing this up. We did realize that there were some changes that need to be made in reporting this data. So we are looking at some different strategies to improve this, but feel free to contact me directly if you have any other specific concerns - while we work through this and revise the template.

V. REPORTS: STANDING COMMITTEE CO-CHAIRS AND MANDATED CATEGORY REPRESENTATIVES (*Action Items Only*)

PLWHA - Loren Jones gave a brief update on the activities of the Committee - including the educational series and planned meetings/outreach within the community.

MEMBERSHIP - Betty Ubiles stated that a new member has been interviewed and is awaiting the final approval process.

QUALITY DATA - (*No Action Items*).

CONTRA COSTA - Karen Schlein asked Jessica Osorio - who will fill the vacancy left by Carla Goad - to give a brief background on her work history. Karen also noted that there are RFP's currently out for Mental Health & Substance Abuse and Medical Case Management services - due October 31st. covered other points listed in her written report.

STATE OFFICE OF AIDS

Marjorie Katz indicated that there had been an error in the report distribution - which has been corrected. She also noted that Cherise Kemp (Unit Chief from the ADAP Branch) was on the call with her, and would be giving a brief update on the latest with ADAP.

- The State has submitted the Integrated Plan and Needs Assessment reports to the Feds - which are now available on the State OA website. CCPC members were encouraged to review the documents to inform themselves of the State's plan for "Getting to Zero".
- All 25 requests were able to be successfully funded with the HRSA supplemental funds - \$5.9 million was awarded in total.
- The 2017-2021 AIDS Waiver application has been submitted for review and approval. A summary of the changes is outlined in the written report that was distributed in member packets.
- The CPG met recently in Los Angeles and the meeting was very successful.
- Cherise Kemp gave highlights of the most recent changes throughout the ADAP program - designed to increase productivity within the system. The backlog of pending applications has been cleared, and those still pending will be extended until the process is completed.

You mentioned something about the management memos that were recently sent out...I did not receive those.

*Okay...I will make sure that this information is sent directly to you! [*contact info was exchanged*]*

I heard you mention the 30-day grace period...how does that work for the patient out of meds?

If the application is completed and entered into the portal, it begins the process within a 24-hour period. The Enrollment Worker can upload a form to initiate the 30-grace period to complete the application process on behalf of their clients.

PART C

Lois Bailey-Lindsey gave an update on services and activities within this portion of Ryan White services category.

VI. PUBLIC COMMENT UPDATE - (*No Public Comments*)

[Co-Chair Liam Galbreth recounted previous discussions within the Executive Committee and the request for additional funding for Home Health Care. He also indicated this matter will be handled later in the meeting.]

VII. PRESENTATION: TRAUMA INFORMED CARE TRAINING

Lori Delay, RD/LCSW, is the new Trauma Informed Care Coordinator with Behavioral Health Care Services. Her power point presentation was accompanied by handouts, defining what Trauma Informed Care is and further explaining how the 6 principles are being integrated into overall client care practices/services and delivery systems in the Oakland TGA.

You mentioned that sometimes leaders can traumatize the organization. Can you give some

examples of how leaders can combat that and make positive decisions?

I have so many thoughts about how leaders can actually do better. But, one of the ways is understanding how the workforce is impacted by the general stress and trauma of jobs even. So

allowing the staff and persons working in the system to have a voice in policy-making is important. A leader would do best to invite consumers and clients to the decision table - allowing people to

participate. The conversation about race and culture should be had openly and honestly. In our

training there is a lot more said on cultural humility.

If I'm traumatized, how does the system address what has happened to me to help me get

past the trauma?

There are different kinds of trauma treatment - specific interventions - that will assist in this area.

However, although we have many providers that have been trained in delivering these practices, what we've learned is that if your workforce and your systems are not trauma informed you could be

re-traumatizing consumers and clients. So evidence-based practices are extremely helpful.

Because this is such a complicated area, does the training need to be ongoing and what does

that 4-hour course you mentioned, look like?

The 4-hour training that is being offered, currently, is a base training; to establish parity and a shared

language. From there, each of the various programs and providers can establish their own separate and

additional training/s on trauma prevention. We will help in assisting with next steps, after the basic

training has been completed.

[Phoenix Smith shared what is occurring with Trauma Informed training at OAA.]

VIII. FISCAL REPORT - SECOND QUARTER 2016 RYAN WHITE PART A & MAI

Arlene Ramos, of the OAA Financial Office, reviewed the previously distributed financial data.

Why is EIS at 0% for it's funded group?

That's for Contra Costa...and it's because we added the service category mid-way through the year, and the goal is to represent the last quarter - when we will actually use that service category.

NEW BUSINESS (refer to the Appendix for Motion details)

IX. REALLOCATION OF FUNDS REQUEST - COMMUNITY HOME & HEALTH CARE AND EMERGENCY HOUSING (VOTE)

Phoenix Smith presented the historical background in the matter regarding the initial request for additional funding to support Home Health Care Services, and referred Council members to the documentation in their packets for review. Freddie Smith moved to approve the OAA request to reallocate \$46,000 from Medical Nutrition and move those funds to Home Health Care Services. Keisha Willard seconded the motion. The *Action: 1610-CCPC-03* was approved by Roll Call VOTE. Yes = 11; Conflict = 0; Abstain = 0. There were no public comments.

Phoenix reviewed the second reallocation request concerning Emergency Housing and responded to related questions. Freddie Smith seconded the motion, as put forth by the Executive Committee, to reallocate funds in the total amount of \$84,557 - that will be moved from several service categories to reach the combined total. The *Action: 1610-CCPC-04* was approved by Roll Call VOTE.

Yes = 9; Conflict = 2; Abstain = 0. There were no public comments on this topic.

X. DISCUSSION: RFP FOR CCPC SUPPORT SERVICES CONTRACT

Co-Chair Liam Galbreth and OAA Acting Director, Phoenix Smith, indicated this as an opportunity for Council members to provide input into the specific services they would like to have/see included in the new contract. There will also be time allotted for a review of the proposal by a Council member.

- Ø There should be standard operating procedures for the Planning Council and its sub-Committees; and annual work plans for each of the sub-Committees that are consistent with the Integrated Plan.
- Ø The CCPC budget should also be consistent with/sufficient to cover the additional responsibilities; at least, the range should include the current level of funding.
- Ø Expand community outreach from an online/social media status to a much broader level.
- Ø More meetings to be scheduled in the local community and funding provided to support the activity.
- Ø Flexibility, in terms of structure (e.g., adding or merging adhoc or sub-Committees when/if needed).

XI. PUBLIC/COMMUNITY COMMENTS

Enedina Montaro spoke emotionally (via Translator) about her concerns around the lack of support extended at local agencies, culturally specific services, and direct funding for services to assist the Latino community, at large. She specifically pointed out a continued problem related to housing services...and later revealed that she is a survivor of Domestic Violence and currently homeless, living with and supporting her 17 year old son, who is attending high school.

[Phoenix Smith of OAA, CCPC member Carla Wright, and Co-Chair Galbreth responded. Carla offered direct program assistance to this consumer and her husband, if Translation services are provided.]

Pablo Hernandez expressed his concerns about the food services program being offered at a local agency.

[Both Phoenix Smith and Co-Chair Galbreth acknowledge their gratitude for the stories shared by the public and promised their support in investigating the circumstances/concerns presented during the meeting.]

XVI. ADJOURN

Betty Ubiles moved to adjourn the meeting. The motion was seconded by Keisha Willard.
The *Action*: 1610-CCPC-05 was approved.

MOTION APPENDIX

- **1610-CCPC-01: Motion Adopted**
Raymond Brickhouse moved to approve the Agenda for the October 26, 2016 meeting. Freddie Smith seconded the motion.
- **1610-CCPC-02: Motion Adopted**
Nydia Morales moved to approve the September 26, 2016 Meeting Minutes. Freddie Smith seconded the motion.
- **1610-CCPC-03: Motion Adopted (*Roll Call VOTE*)**
Freddie Smith moved to approve the OAA's request to reallocate \$46,000 from Medical Nutrition and move those funds to Home Health Care Services. Keisha Willard seconded the motion.
Lois Bailey-Lindsey - Yes
Liam Galbreth (Co-Chair) - Yes
Freddie Smith - Yes
Phoenix Smith, Grantee - Yes
Carla Wright - Yes
Raymond Brickhouse - Yes

Loren Jones – Yes
Keisha Willard - Yes
Nydia Morales - Yes

Betty Ubiles - Yes
Trina Walker - Yes

- **1610-CCPC-04: Motion Adopted (*Roll Call VOTE*)**

Freddie Smith seconded the motion as put forth by the Executive Committee; on behalf of OAA's request to reallocate funds to Emergency Housing in the total amount of \$84,557. Funds will be moved from various service categories to support the total reallocation, that include: \$19,000 - from Medical Nutrition; \$24,809 from Medical Case management; \$24,362 from EIS; \$12,386 from Mental Health; and \$4,000 from Psychosocial Support.

Lois Bailey-Lindsey - Yes
Liam Galbreth, Co-Chair - Conflict
Phoenix Smith, Grantee - Yes
Carla Wright - Yes
Raymond Brickhouse - Conflict
Nydia Morales - Yes

Trina Walker - Yes
Loren Jones - Yes
Freddie Smith - Yes
Betty Ubiles - Yes
Keisha Willard - Yes

- **1610-CCPC-05: Motion Adopted**

Betty Ubiles moved to adjourn the meeting. Keisha Willard seconded the motion.