

**Leadership Team Meeting -- October 13, 2017
MINUTES**

Attendees:

Candelario Franco, Sarah Lewis, Raj Gill, Patty Cerrato, David Contois, Vicky Ramirez, Lorraine Flores, Christine Tyler, Adrian Campos Arenas, Malaya Arevalo, Gabrielle Antolovich, Rodrigo Garcia-Reyes, Lori Osorio, Bob Reed, Daniel Marin, Alma Burrell, Jenifer Amaman, Molly Herzig, Tadachi Oguchi, Maria Garcia, Jamina Hackett, Karuna Chibber

Agenda Item	Presenter	Discussion/Action	Outcome
Review/Modify Agenda- Review Goals	ALL	Consensus	Agenda approved
Review Retreat Summary	Candelario	Candelario shared and reviewed the summary from Sept. 8 th Retreat. (See Attachment). Reiterated the take away and priorities moving forward.	Accepted summary and priorities that will serve to guide in Y2 and Y3 of strategic plan. Agreed to move forward with the restructure of GTZ teams to and leadership structure to best drive initiative moving forward
Resource and Needs Update	GTZ Comm.team	Candelario shared communications team recommendation to move forward with a request to fund the expand reach, frequency, and saturation of both existing targeted campaign and GTZ initiative. Amount of which will be finalized and outlined in the letter.	GTZ Leadership draft letter of request to submit to BOS by Oct. 27. Draft will be sent to the leadership team for review prior to submission.
JSI Data Collection Plan	JSI-Karuna	Karuna shared evaluation plan. (See attached document of her presentation.)	Evaluation plan will be integrated in new GTZ Action teams work plans. They will be completed and provided to new team facilitators for review and how to operationalize.
Proposed new Leadership	Candelario	Recommendation to restructure the	Team adopted new structure.

structure		<p>leadership and action teams as a result of retreat/ discussion and input. Moving forward there will be a leadership team, and four actions teams. Each action team will correspond to each of the four priorities and have an identified facilitator. 1. PrEP and PeP access (Dr. Sarah Lewis) 2. Guideline based STD Screening and HIV Testing team (Lori Osorio) 3. Initiation of Care and Retention in Care for HIV team (Jennifere Vanaman) 4. Reduction of Stigma (Amy Lanteigne). The new GTZ leadership will be made up of representatives from the following: Public Health Department, Office of LGBTQ Affair, HIV Commission, Contactors-Better World Advertising, Bill Wilson Center, JSI, The Health Trust, Action Team Facilitators and others who express interest and or have yet to be identified and recruited by the new team. Communication team will serve as standing Ad hoc committee. Commitment to have teams work applying a stigma lens throughout their work and planned activities</p>	<p>The description outlining the change remains a working document in which language to describe teams will be flushed out further by the teams. (See Attached GTZ document)</p> <p>Each team was provided an example of a work plan which will outline the teams goals and activities and are aligned with the Local Comp plan – Laying A Foundation for Getting to Zero.</p> <p>(see attached PrEP /PeP Access work plan example and Laying a foundation for Getting to Zero comp. plan).</p> <p>Lori Osorio who help develop new work plans shared how to read the work plan and how it aligns with Local comp. plan.</p>
Breakout teams	ALL	<p>New Action Teams were activated. Members present were asked to self-identify the team in which they felt best suited to support and actively participate in.</p>	<p>Teams were tasked to:</p> <ol style="list-style-type: none"> 1. Review example of work plan and familiarize themselves with it. 2. Identify folks they would like to recruit into their

			<p>team</p> <ol style="list-style-type: none"> 3. Set meeting date 4. Discuss possible activities to add to their work plan. <p>Outcomes were shared with group.</p>
Announcements		Information	<p>1. Mini-Grant recipients again announced:</p> <ul style="list-style-type: none"> • Caminar • Planned Parenthood Mar Monte Inc. • Roots Community Health Clinic • SJSU Research Foundation <p>Visit www.gettingtozeroscc.org to see list of mini-grant recipients and read about their projects.</p> <p>2. Mini-Grant reception Thursday Nov. 2nd at Deluxe Lounge Downtown San Jose www.gettingtozeroreception.eventbrite.com</p> <p>Getting To Zero and Partners Week of World AIDS Day remembrance planned for week Nov. 27-Dec. 1st</p> <ul style="list-style-type: none"> • Tuesday City Proclamation

			<ul style="list-style-type: none"> • Thursday World AIDS Day Benefit Dinner • Friday Flag Raising, Candle Light Vigil and Program City Hall Rotunda
Meeting Review -- +/-Δ		Meeting improvement	Consensus: We are moving in the right direction. New structure and work plans to guide teams with clear goals, activities and measures to report and be accountable to will further drive the work.
Next Meeting Schedule		TBD	Tentatively set for 11/10 (to be set by new GTZ team)