



EXECUTIVE COMMITTEE MEETING

February 1, 2011 ~ 6:00 p.m.

1520 Rutherford Lane, Building 1, 2nd Floor, Austin, TX 78754

MEETING MINUTES FOR FEBRUARY 1, 2011 EXECUTIVE COMMITTEE MEETING

The Executive Committee of the HIV Planning Council convened on Tuesday, February 1, 2011 at the staff Office of Coordination and Planning, located at 1520 Rutherford Lane, Austin, Texas.

COMMITTEE MEMBERS IN ATTENDANCE: Christopher Hamilton, Chair; Tim Bailey, Vice-Chair; Paul Hassell, Secretary; Joseph Collins, and Courtney McElhaney via teleconference.

CITY OF AUSTIN STAFF IN ATTENDANCE: Kimberly Pemberton, John Waller, and Mark Peppler.

Community Member in attendance: Elizabeth Vela of Austin Travis County Health Human Services Department.

The meeting was called to order at 6:14 p.m. by Christopher Hamilton, Chair of the HIV Planning Council.

PREVIOUS MEETING MINUTES: The committee reviewed minutes from the December 7, 2010 and January 4, 2011 Executive committee meetings. Minutes for both dates were approved with noted corrections.

ADMINISTRATIVE AGENT REPORT

Mark Peppler presented the Administrative Agency Report. Mr. Peppler gave an overview of the pending carryover plans, the HRSA Integrity Initiative, and the Cap Metro fare changes. Additional information regarding the Cap Metro fare changes and how those changes will impact PC allocations will be forthcoming. Mr. Peppler reported on open staff positions and how those positions may relate to increased waiting lists and future scheduling of appointments. Mr. Peppler concluded his report with an update on expenditures and rapid reallocations activities, noting how these impact current budgets. Open staff positions were related to Outpatient Ambulatory Medical Care (OAMC) providers.

CHAIR BRIEFING

Mr. Hamilton discussed the topic of future meeting locations, including the possibility of conducting all future business meetings at City Hall and committee meetings at the Rutherford Lane location.

The committee discussed an upcoming Executive workgroup meeting and possible agenda items for such meeting. It was noted that the client satisfaction surveys would fall under the responsibility of the Evaluation/Quality Management sub-committee.

A discussion ensued about quorum requirements for committees and further clarification was requested from staff.

Mr. Hamilton asked that all data requests for committees be directed to Kimberly Pemberton to ensure consistency and a single point of accountability.

Mr. Hamilton requested the Allocations Committee to provide a carry-over plan for MAI funds.

Proposed changes to the Planning Council Bylaws were presented by Mr. Hamilton. A motion to accept the changes and recommend to full Planning Council was made by Paul Hassell and seconded by Tim Bailey. Courtney McElhaney, participating via teleconference, abstained from the voting procedures. Motion Passed: 4 affirmative votes.

STAFF REPORT

John Waller presented a health planner update on current and report of future ones. He also reported that according to his research, the Pre-existing Condition Insurance Plan (PCIP) program in Texas is being under-utilized.

Kimberly Pemberton provided an update on the State of the Epidemic Symposium scheduled.

The meeting adjourned at 8:51 p.m.