



EXECUTIVE COMMITTEE MEETING

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

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

MEETING MINUTES FOR MARCH 1, 2011 EXECUTIVE COMMITTEE MEETING

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

COMMITTEE MEMBERS IN ATTENDANCE: Christopher Hamilton, 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: None

The meeting was called to order at 6:16 p.m. by Christopher Hamilton, Chair of the HIV Planning Council.

PREVIOUS MEETING MINUTES: The committee reviewed minutes from the February 1, 2011 Executive committee meeting. Minutes were approved with noted corrections.

ADMINISTRATIVE AGENT REPORT

Mark Peppler presented the Administrative Agency Report. Mr. Peppler stated that the Administrative Agent received the Ryan White Part A award was received as partial funding and is based on 50% of the fiscal year 2010 formula and MAI award amounts. He also said that two guidance letters were released at the end of December, one regarding Pre-Existing Condition Insurance Program (PCIP) and the enrollment of clients into the program and guidance on Syringe Services Program. He also stated that A meeting with CAP Metro staff is set for 3/10/2011 to discuss the recent fare increases.

CHAIR BRIEFING

Mr. Hamilton discussed the attendance policy; the Executive Committee discussed the attendance roster.

The committee discussed the objectives for the Executive retreat scheduled for March 2, 2011.

Mr. Hamilton stated that the revised Bylaws were sent to Kay Boccella for review. He also reviewed the membership report stating that the Planning Council was still in need of consumers.

COMMITTEE REPORTS

Allocations Committee:

Courtney McElhaney reviewed the proposed changes to the Rapid Reallocation Process and Policy from the Allocations Committee. After discussion with the members of the Executive Committee, it was decided to return this item back to committee for additional clarification.

Comprehensive Planning:

Joseph Collins noted that the Comprehensive Planning committee reviewed the Comprehensive Plan and that they assigned statuses to the goals and objectives of the plan. He also stated that they looked at patterns of success and areas of improvement.

Evaluation/Quality Management (QM):

Paul Hassell presented the proposed Administrative Assessment Survey developed by the Quality Management Committee. A few minor changes were added by the members of the Executive Committee. The revised Survey



will be presented to the full Planning Council on 3/8/2011. Additionally, the committee has requested that the survey be produced via an online format such as Survey Monkey and that the individual surveys be kept completely confidential to ensure providers are allowed to openly express their opinions and concerns regarding the Administrative Agent.

Needs Assessment:

Did not meet due to lack of quorum.

Care Strategy:

Did not meet due to lack of quorum.

STAFF REPORT

Kimberly Pemberton stated that the State of the Epidemic Symposium had about one hundred attendees and the preliminary findings from the surveys were positive. She said that a report will be done at the March Business meeting.

HEALTH PLANNER UPDATE:

John Waller gave a presentation of his findings after meeting with providers. Several provider comments were discussed. The meeting time of the Planning Council as well as consumer transportation difficulties were noted.

Hearing no objections the meeting was adjourned at 8:57 p.m.