



**HIV PLANNING COUNCIL
BUSINESS MEETING MINUTES
Meeting Date: 6/14/2011**

Meeting Called to at Order: 6:14 PM

PC Members in attendance: Shanika Cornelius, Joseph Collins, Christopher Hamilton, Delfred Hastings, Justin Irving, Victor Martinez, Courtney McElhaney, Winifred Muhammad, Kenneth Placke, Leah Graham, and Charlotte Simms.

Staff in attendance: Kimberly Pemberton, John Waller, Brenda Mendiola, Greg Bolds, Shannon Jones, and Keizhia Carlyle.

Community members in attendance: Lu Russell (Parliamentarian), Nora Maposa, Claudia Peterson, Deborah Lowndes, Stacy Welk.

Minutes from the May 10, 2011 Business Meeting were approved with noted corrections.

City of Austin Health and Human Services Budget presentation– Shannon Jones

Shannon Jones gave a presentation on the Health and Human Services Departments proposed budget for fiscal year 2012.

Administrative Agent Report

Greg Bolds presented the Administrative agent report. He stated that if there were any questions to contact him by email.

Ryan White Part B Administrative Agent report

Courney McElhaney stated that the Part B administrative agent had a meeting with providers about transportation and they discussed changes that could be used in the future.

HIV Planning Council Staff Report:

Kimberly Pemberton presented the staff report to the Planning Council she stated that a planning council satisfaction survey has been sent out and the feedback that is received will help staff perform better.

Sub-Committee Reports

Allocations: Courtney McElhaney stated the committee looked the policies and procedures and looked at some data for next years allocations.

Care Strategy: Christopher Hamilton stated that the committee developed a work plan for Early Intervention Services (EIS).

Comprehensive Planning: Joseph Collins stated that the community forums are finished and the next step is to review the new HRSA requirements/ guidelines.

Evaluation/Quality Management: Christopher Hamilton stated that the client satisfaction survey is being tested at three agencies.

Needs Assessment: Christopher Hamilton stated that the committee is working on priority setting.

Vote on Ryan White Part A Funds "Carryover Plan":

The Allocations Committee made a motion to accept the Contingency plan for the Carryover request as written.

Voting results: 5-favor; 0-opposed; motion passed. (Back up documents available upon request)

Some members did not vote because of conflicted status.



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Vote on Minority AIDS Initiative (MAI) and Early Intervention Services (EIS) directive:

The care strategy committee made a motion to accept the Minority AIDS Initiative (MAI) and Early Intervention Services (EIS) directive as written.

Voting results: 9-favor; 0-opposed; motion passed. (Back up documents available upon request)

Vote on HIV Planning Council policies and procedures:

The Executive committee made a motion to accept the policies and procedures for absences and leave policy and policy for the Administrative Agent as written. (Back up documents available upon request)

Voting results: 9-favor; 0-opposed; motion passed.

Hearing no objections the meeting was adjourned: 8:00PM

Approved