



Joint CARE STRATEGY/ NEEDED ASSESSMENT SUB-COMMITTEE MEETING
Meeting Date: November 22, 2011

MINUTES

Meeting Location: 1520 Rutherford, Austin TX

Meeting Called to order at: 6:02 p.m.

Committee Members in attendance: *Tim Bailey, Christopher Hamilton, Leah Graham, Charlotte Simms*

City of Austin Staff in attendance: *John Waller, Ahmnia Ahmed*

Community members in attendance: *Sylvia Lopez*

Citizen Communications:

- Christopher Hamilton reminded those present that the World AIDS Day event is scheduled to be held December 1, 2011 at the For the City Center from 9 am to 9 pm. This includes an evening Remembrance event at St. David's Church.
- Sylvia Lopez reported participation in US Conference on AIDS. The conference addressed the changing political climate and implications for Ryan White Care Act as a result of the Affordable Care Act. Discussed opportunities for advocacy at both national and local level.

Approve Minutes

- Minutes from the Needs Assessment sub-committee meeting dated 10/25/11 were reviewed and approved with no changes.

Needs Assessment Research Study:

- Tim Bailey discussed need to prepare for next year's needs assessment effort by using the time available now to gather information and data to support needs assessment. Need insight into services that consistently rank high in terms of consumer priority but are generally not funded.
- Reviewed the list of questions identified by the Needs Assessment Sub-committee (handout: Needs Assessment Research Request)
- John Waller presented analysis for the level of effort required to complete the Research Project and plan for in house completion. (Handout: Needs Assessment Research Project)
- Tim Bailey requested a complete plan for completion of this research project so that the Planning Council can have confidence that the effort will be comprehensive and meet the goals and objectives identified. The plan needs to include a complete written proposal with strategies for obtaining information, timeline, resources check in points to obtain information, and milestones. The plan needs to demonstrate ability to complete the project by May 2012.



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- Request the complete plan for the research project to be presented to the joint sub-committees on December 23, 2011.

Hearing no objection the meeting was adjourned at 7:37 p.m.

Approved