



**HIV PLANNING COUNCIL
BUSINESS MEETING
Meeting Date: November 27, 2012
Minutes from the October 23, 2012 Business Meeting
MINUTES**

Meeting Location: 1520 Rutherford, Austin TX

Meeting Called to order at: 6:12 p.m.

Planning Council Members in attendance: *Amber Alvarez, Shanika Cornelius, Christopher Hamilton, Leah Graham, Paul Hassell, Justin Irving, Dr. Victor Martinez, Winifred Muhammad, Amelia Reinwald, and Curtis Weidner.*

City of Austin Staff in attendance: Gregory Bolds, Gloria Bean, and Kimberly Pemberton.

Community Members in attendance: 2

Review and Approval of Minutes:

Meeting minutes from September 25, 2012 were approved with noted corrections: "New Business" should read: The Executive Committee made a motion to accept Victor Martinez's re-application. **Vote: 8-favor; 0-opposed; motion passed.** Christopher Hamilton reviewed officer job descriptions. He also stated who the nominees were for the Officer positions. Each nominee gave a small speech and the Planning council members voted for the new officers. **Vote results: Dr. Victor Martinez, Chair and Paul Hassell, Vice Chair. The Secretary position was not voted on.**

Chair "Share":

Dr. Victor Martinez reviewed the membership report.

Ryan White Part A Administrative Agent Report:

Greg Bolds reviewed the Administrative Agent report and the Part A Expenditure estimates for September 2012, he stated that in FY (fiscal year) 2013 the formula award will be based only on name-based data and that Columbus Ohio is eligible for TGA status in FY 2013. He also noted that the FY 2013 awards will probably be based on a six month continuing resolution. Gloria Bean reviewed the Quality management activities.

Planning Council Business:

The Executive Committee made a motion to accept Charlotte Sattie-White's re-application. **Vote: 10-favor; 0-opposed; motion passed.** Christopher Hamilton made a motion to accept the 2013 meeting schedule as written, Amelia Reinwald seconded the motion; **Vote: 10-favor; 0-Opposed; motion passed.**

Sub-committee reports:

Allocations:

Dr. Victor Martinez reviewed the 2013 Increase/Decrease Plan, the Allocations sub-committee made a motion to accept the 2013 Increase/Decrease Plan as written see attached (Back-up documents available upon request).

Christopher Hamilton made an amendment to the original motion to remove Medical Nutrition Therapy from the increase plan, Dr. Victor Martinez seconded the amended motion; Vote: 10-favor; 0-Opposed; Amendment passed.

Vote for motion: 10-favor; 0-Opposed; motion passed.

The Allocations sub-committee made a motion to accept the Medical Case management model guidance as written see attached. (Back-up documents available upon request) Vote: 10-favor; 0-opposed; motion passed.

Care Strategy:

Christopher Hamilton stated that the sub-committee will talk with Case Managers about the transportation service category at the next meeting and meet with a representative from Cap Metro to discuss transportation as well.

Comprehensive Plan/Needs Assessment:

Justin Irving stated that the Comprehensive Planning and Needs Assessment sub-committees will meet jointly. He also stated that the joint sub-committee looked at short term goals and objectives at their last meeting.

Evaluation/Quality Management:

Paul Hassell stated that the Client Satisfaction survey results have been turned into Cynthia Manor and the results were being compiled. He also stated that at the next sub-committee meeting they will review the results.

Staff Report:

Kimberly Pemberton gave an oral staff report. She stated that there will be a recruitment fair and farewell ceremony for Christopher Hamilton on December 10, 2012 at City Hall.

Hearing no objection the meeting was adjourned at 7:00 p.m.