



**HIV PLANNING COUNCIL
BUSINESS MEETING
Meeting Date: June 23, 2015**

MEETING MINUTES

Meeting Location: City Hall 301 W 2ND ST Austin, Texas 78701 Room 1029

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

Planning Council Members in attendance: Victor Martinez, Justin Irving, Jerry Juarez, Mark Erwin, Justin Smith, Jessica Pierce, Glenn Crawford

Planning Council Members not in attendance: Debra Washington, Aubrey Staples, Charlotte Simms-Sattiewhite, Seth Shulman

City of Austin Staff Members in attendance: John Waller, Dwight Scales, Gregory Bolds and Brenda Mendiola

Number of Community Members in attendance: 1

Community Members who signed in to speak: 1

Public Communication:

- John Miller Presented: The City of Austin Budget Process

Review and Approval of Minutes:

Business meeting minutes for **May 26, 2015** were reviewed and approved.

Chair "Share":

- Dr. Martinez reviewed the monthly membership and attendance report.
 - Reminded Council importance of attendance and membership (Keep track of your absences any discrepancies please let Council Member staff know)
 - Criteria for excused absences – Health Issues, Jury duty, Military Services
 - The Chair reminded the need to be actively networking, recruiting and referring possibly new members.
- Executive briefing:
 - Discussed the status of the Part B MOU

Memorandum of Understanding (MOU):

- Dr. Martinez provided council with an update on the status of the MOU.
- The Executive Committee reviewed the consultant report and discussed outstanding recommendations.

New Member Application and Member Re-application:

- None

Ryan White Part A Administrative Agent Report:

Gregory Bolds presented the Administrative Agent report:

- Mr. Bolds shared the written Part A & MAI Grants Administration/Management Update
- Upcoming HRSA Part A Webinars
- Discussed Austin TGA Roles and Responsibilities Technical Assistance Report
- Mr. Bolds reviewed the Part A & MAI Expenditure Summaries report
- Client Complaints
 - No complaints received by Administrative Agent
 - Gregg Bolds is going to continue the discussion with providers to see if there are any gaps we can “tighten up” in the process.

Brenda Mendiola gave a update on clinical quality management activities

Part B Report:

Jessica Pierce presented the Ryan White Part B Administrative Agency Report.

- Discussed need for better Part A/B Collaboration
- No client complaints have been received.

Sub Committee Reports

Allocations:

Dr. Martinez presented motions from allocations committee regarding carry over funds

- Motion to reallocation \$142,299 in carryover funds to AIDS Pharmaceutical Local – vote 7 in favor, none opposed
- Motion to reallocate \$30,489 in carryover funds to MAI – vote 7 in favor, none opposed
- Motion to allocate the carry over balance of \$10,000 to MAI non- medical
- Motion to allocate the carryover balance of \$20,485 to non-medical
- . Vote 7 in favor, none opposed

Comprehensive Planning

- Justin Irving provided Council with a brief overview of the previous Comprehensive Planning Committee meeting:
 - Discussed strategies for achieving Comprehensive Planning Committee goals and objectives
 - Reviewed Case Management Standards of Care (new standards approved for Part B)
 - Discussed Standards of Care for remaining service categories and assignments for review of documents in order to prepare for Committee
 - Council voted and approved Medical Nutrition Therapy and Hospice Services Standards of Care : Vote 7 in favor, none opposed

Needs Assessment

- Justin Smith provided Council with a brief overview of the previous Needs Assessment Committee meeting:
 - Reviewed and discussed Client Satisfaction
 - Provided on PRSA process

Staff Report

- Dwight Scales talked about Social media Updates

Community Announcements: None

Adjourn

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