



EXECUTIVE COMMITTEE MEETING
Minutes from the August 4, 2015 Executive Meeting

MEETING MINUTES

Meeting Location: 7201 Levander Loop, Bldg. H, Austin TX

Meeting Called to order at 6:06 p.m.

Committee Members in attendance: Dr. Victor Martinez, Justin Smith, Justin Irving, and Jerry Juarez

Other Planning Council Members in Attendance: Aubrey Staples

Committee Members not in attendance: None

City of Austin Staff in attendance: John Waller

Guests/Community Members in attendance: None

Public Communication & Community Announcements: None

Approve Minutes:

Minutes from June 7th, 2015 Executive Meeting were reviewed and approved as submitted.

The chair proposed that going forward minutes be sent before the meeting so that members can review in advance in order to expedite the process:

- By posting minutes in advance minutes can be on the agenda as a consent item
- If no corrections minutes can be approved by consent

Chair Report:

Dr. Victor Martinez reviewed:

- Membership Activity Report
- Attendance Report – the Committee discussed the attendance of members with unexcused absences and directed that edits be made to the record to update attendance and correct totals
- Membership Roster – the Committee reviewed roster to identify upcoming term expirations

Health Insurance Continuation

The Committee discussed the implications of the health insurance technical assistance (TA) provided by DSHS for the Austin TGA. This TA provided guidance to the TGA regarding compliance with HRSA expectations that consumers eligible for insurance via the ACA marketplace obtain insurance. The TA also provided guidance on formulating policies and procedures to be used by the service provider for the Health Insurance Continuation service category.

- Aubrey Staples provided insight regarding the TA and the role and responsibilities of the Planning Council

- Ms. Staples discussed the current waiver the health insurance provider operates under which limits use of health insurance continuation payments for premiums, co-payments and deductibles.
- Ms. Staples suggested that if consumers knew that their co-payments and deductibles would be covered by Ryan White that would make them more receptive to purchasing insurance.
- The Committee discussed cost effectiveness for the Ryan White Program (including ADAP) vs. cost effectiveness for Ryan White Part A expenditures.
- The Committee discussed the need for policies and procedures to be used by the service provider to guide eligibility and scope of service. It was recognized that policies need to be in place prior to the 11-15-15 open enrollment period so that consumers will know the impact of opting to purchase insurance.
- The Committee discussed the role of Standards of Care vs. the role of policies and procedures in guiding administration the Health Insurance service category.
- The Committee discussed various options for health insurance category eligibility, including a policy that consumers under 100% FPL would not be eligible.
- Following extensive discussion it was decided that the issue of policies and procedures to manage health insurance services should be addressed by the Comprehensive Planning Committee.

Member Applications:

- Reviewed re-application for membership for Jerry Juarez. Motion made and seconded to recommend Mr. Juarez for a second term to the full Planning Council. Vote 4 in favor, none opposed. Motion Carried.
- Reviewed application from membership from Leah Graham. Motion made and seconded to recommend Ms. Graham for membership to the full Planning Council. Vote 4 in favor, none opposed. Motion Carried.

Review of Edits to Planning Council By-laws:

- John Waller noted that the revised draft of the by-laws have been sent out to the Committee for review and comment. No comments received to date.
- The Executive Committee discussed the attendance policy provisions as currently drafted and noted the need to address tardiness. Following discussion Section 3.7 Attendance was modified to include a new section specifying that members who are more than 30 minutes late are considered absent.
- The Chair instructed staff to incorporate the new revision to Section 3.7 and send the revised by-laws back out for comment. If no comments received within one week, staff are instructed to send the by-laws on for HHSD legal review.

Staff Report:

- John Waller reported that the new HIV Surveillance Report has been published by DSHS.
- The report was reviewed and discussed by the Committee. Discussion included focus on those populations disproportionately impacted by HIV.
- John Waller provided an update on development of the Facebook page. The HHSD Director has approved the use of Facebook and the site is now being developed. The Committee discussed content desired to be included on the Facebook page, including an events calendar, agendas and links to other HIV sites and resources.

Hearing no objection, the meeting was adjourned at 8:18 p.m.