

- **Needs Assessment Committee:** The Needs Assessment Chair Justin Smith discussed:
 - Reviewing future roles and responsibilities of the committee
 - Discussing plans for Comprehensive Needs Assessment Plan and better collaboration with Part B.
 - Researching and reviewing different Priority Setting tools and processes, Committee member Justin Irving discussed using a modified Allocations Committee tool to determine "Need" as to "Funding"
 - The Committee talked about looking at the current MOU with Part B and updating the language.
 - Discussed using public forums as open scripts and topics
 - Potentially utilizing the gift cards for participation

- **Comprehensive Planning Committee:**
 The Committee Chair Justin Irving discussed the committee's events from the November meeting that did not make quorum:
 - Reviewing the Health Insurance Premium and Cost Sharing Assistance policy
 - Review and vote on Outpatient/Ambulatory Medical Care Standards of Care
 - Review and vote on Substance Abuse Services- Residential Standards of Care
 - Review the roles and responsibilities for the Comprehensive Plan construction and the timeline of expectations
 - Discuss possibly using a facilitator for the comp plan development
 - Discussed questions and concerns for the upcoming 2017- 2021 Comprehensive Plan timeline

VIII. HIV Planning Council Staff report

- Crystal Flores, Program Manager discussed and reviewed the upcoming December Planning Council Calendar
- Discussion of upcoming Holiday meeting
- John Waller discussed and reviewed with the executive committee with a 2017-2021 Comprehensive Plan proposed timeline and objectives
- The Planning Council Staff discussed upcoming social media strategies

IX. Meeting Adjourned at 7:34pm

Draft Submitted by:

Dwight Scales, AACHPC Admin

Date

Draft Certified by:

Crystal Flores, AACHPC Program Manager

Date

Final Approval by:

Dr. Victor Martinez, AACHPC Chair
 Justin Smith, AACHPC Vice-Chair

Date

NEXT SCHEDULED MEETING

January 5, 2016