

**Austin Area Comprehensive HIV Planning Council
Executive Committee Meeting Minutes
July 6th, 2017**

MEMBERS PRESENT

Justin Smith, AACHPC Chair
L.J. Smith, AACHPC Vice-Chair
Glenn Crawford, Secretary
Dale Thele

MEMBERS ABSENT

None

AACHPC STAFF PRESENT

Crystal Flores, Program Manager Laura Still, Planner Dwight Scales, Admin

ADMINISTRATIVE AGENT STAFF PRESENT

None

OTHERS PRESENT

I. Call to Order: AACHPC Chair, Justin Smith at 12:07pm

II. Certification of Quorum: Quorum was established and certified by Chair, Justin Smith

III. Introductions/Announcements: None

IV. Approval of June 6th, 2017 Minutes: *Chair, Justin Smith motioned the minutes to be
Approved as submitted*

V. Review of AACHPC and Committee Attendance:

- The Chair, Justin Smith expressed concerns about the Planning Council being below HRSA requirements and discussed strategies to recruiting new members as well as consumers to reflect our HRSA requirements and bring more diversity. The council also reviewed current attendance. Chair, Justin Smith noted we officially have 11 Planning Council members with (2) membership pending.

VI. Sub-Committee Agendas:

The Executive committee reviewed and discussed upcoming topics for the upcoming sub-committee meetings.

- Comprehensive Planning Committee Meeting Planning (7-11-17)
- Needs Assessment Meeting Planning (7-11-17)
- Allocations Committee Meeting Planning (7-18-17)
- Business Meeting Planning (7-25-17)

VII. Review Planning Council Documents:

The Executive committee reviewed, discussed:

1. Resource Guide

VIII. HIV Planning Council Staff Report

- Ongoing Training
 - DSHS Present 2015 HIVEPI Data on June 27 @ Business Meeting Recap
- Priority Setting Resource Allocations (PSRA) Timeline Review
- Discuss the AACHPC Participation in the Red Ribbon Guardians Event
- Provider Survey on Capacity and Other Functions

IX. Meeting Adjourned at 8:15pm

NEXT SCHEDULED MEETING

**City Hall 301 W 2nd St, Austin, TX 78701 Room 2003
Tuesday, August 1st, 2017 6:00 P.M.**