Austin Area Comprehensive HIV Planning Council
Austin Area Comprehensive HIV Planning Council **Comprehensive Planning Committee Meeting Minutes** **March 13, 2018**
Charge: Ensures the orderly and integrated and progression of work of the committees of the Ryan White Planning Council. Plans future activities.
MEMBERS PRESENT
Glenn Crawford, Committee Chair Whitney Bulna Justin Smith Akeshia Johnson-Smothers
MEMBERS ABSENT
Aubrey Braglia Emma Sinnott
AACHPC STAFF PRESENT
Laura Still, Health Planner Tabitha Taylor, Public Health Educator
ADMINISTRATIVE AGENT STAFF PRESENT
Brenda Mendiola, HRAU
OTHERS PRESENT
None

I. Call to Order: Comprehensive Planning Committee Chair, Glenn Crawford at 6:04pm

II. Certification of Quorum: Quorum was established and certified by Committee Chair, Glenn Crawford

III. Introductions/Announcements: Laura discuss the merging of the two workgroups.

IV. January 9, 2018 E-QM Meeting Minutes: Approved
   4 Votes For- 0 Against- 0 Abstain

V. February 13th, 2018 E-QM Meeting Minutes: Approved
   4 Votes For- 0 Against- 0 Abstain

VI. February 27th, 2018 Comp Plan Meeting Minutes: Approved
   4 Votes For- 0 Against- 0 Abstain

VII. HIV Needs Assessment Next Steps: See Attachment 1
   - Focus of boarder community context
   - Focus groups
   - Look at gaps to prioritize focus area
   - Possibly discuss at the HIV Stakeholder's meeting

VIII. Comprehensive Plan Update 2017: Looked at updated progress on Comprehensive Plan, including areas where no activities have been documented. Made a plan for capturing any missing information:
   - Send list of areas of the Comp Plan to Planning Council to have them fill in
   - Then send to the broader HIV stakeholder group and ask for information at the HIV Community Stakeholders forum

IX. Standards of Care:
   Committee discussed Collaborative Research recommendation to move from funding Outreach services to funding Early Intervention Services (EIS). Committee decided to further discuss the

differences in service categories at future meetings.
- o Vote on DSHS Final standards for adoption by Planning Council
  - o Outreach ♀ Approved with no changes. 4 Votes For- 0 Against- 0 Abstain
  - o AIDS Pharmacy Assistance (LPAP)♀ Approved with no changes. 4 Votes For- 0 Against- 0 Abstain
  - o Emergency Financial Assistance ♀ Approved with no changes. 4 Votes For- 0 Against- 0 Abstain

Adjournment: 8:18 pm

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<u>NEXT SCHEDULED MEETING</u>

TBD

Attachment 1

Needs Assessment Dissemination Plan and Next Steps

March 13, 2018

1. Who should see the plan?
   - List of people who reviewed and developed the report (include Dell Medical)
   - Turn highlights from needs assessment into a info graphic, one page summary
   - Participants who took the survey and gave us their contact information
   - o Phase 1 (the report) is completed
   - o Phase 2- Focus groups, will be underway
2. How should the plan be disseminated?
   - Website
   - HIV Stakeholder Meeting – Monday, March 26th
   - Planner's Network -Houston and Dallas
   - Outline-Whitney/Akeshia/Laura- for one pager so we can get content and then give it to someone (possibly Halana) to design
   - Poster Presentation-Akeshia/Laura- STI/HIV Conference-Austin
     - o Reach out to providers/ Medical Association
   - One –pager (internal issue brief template/Halana?)
     - o Language Access- Span/Eng
3. Timeline/Next Steps
   - 2018 Focus Groups-need to do about 5
   - Review Questions and plan next steps for focus groups- April's meeting devote 1 hour
   - Focus group- Alumni Greek-Sorority/Frats/Nicole- Glenn/Akeshia
     - HT support
     - HIV focus area for these organizations

- Planning Council has previously developed a list of organizations they could potentially partner with for focus groups. Added to this list today was: Harm Reduction/E.R. Staff etc. (review former list e.g. homeless women). Bring this list to April meeting.