

**HIV PLANNING COUNCIL MEETING MINUTES  
WEDNESDAY, JANUARY 23, 2019**



**AUSTIN AREA COMPREHENSIVE HIV PLANNING COUNCIL                      COMMITTEE MEETING  
ALLOCATIONS COMMITTEE MEETING MINUTES                      WEDNESDAY, JANUARY 23, 2019**

*The HIV Planning Council Allocations Committee convened in a committee meeting on Wednesday, January 23, 2019 at City Hall, 301 West 2<sup>nd</sup> Street, Room 1029 in Austin, Texas.*

**Committee Chair *Barry Waller* called the Board Meeting to order at 6:02 p.m.**

**Council Members in Attendance:**

**Committee Chair *Barry Waller, Dale Thele, Samuel Goings, Justin Smith***

**Council Members Absent: *Adriana Sansome Neves, Emily Loder, Roger Baltazar***

**Staff in Attendance: *Cassandra DeLeon, Unit Manager, Laura Still, Planner, and Scott Lyles, Unit Support Staff***

**Administrative Agent: *Glenn Selfe and Trish Niswander***

**Presenters: *None***

**1. CERTIFICATION OF QUORUM**

- a. Committee Chair Barry Waller established and certified Quorum.

**2. CITIZEN COMMUNICATION**

None

**3. INTRODUCTION/ANNOUNCEMENTS**

- a. Staff announced Austin/Travis County Medical Director/Health Authority, Philip Huang has been appointed the Director of Dallas County Health and Human Services Department. He will be leaving Austin Public Health in February.

**5. APPROVAL OF MINUTES**

- a. The minutes from the meeting of October 23, 2018 were reviewed and approved.

**6. PLANNING COUNCIL STAFF REPORT ON TECHNICAL ASSISTANCE AND COMMUNITY ENGAGEMENT ACTIVITIES**

- a. Hill Country Ride for AIDS on January 24 at 7 pm.
- b. Fast Track Cities has meeting occurring January 28 if interested Planning Council Members can check Facebook for upcoming details.
- c. The HRSA site visit report was received and distributed to Planning Council Members. Corrective action plan
- d. Wrapping up needs assessment data collection from target groups identified by Comprehensive Planning Committee

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- e. Fast Track Cities Plan is in development and revisions to the Comp plan are being considered based on the FTC's and Texas Syndicate's plans.
- f. Staff and Council members attended the HRSA Recruitment and Retention webinar and was timely as the Spring recruitment drive is launching
- g. Requested direction for content on upcoming data presentations regarding State HIV data/transgender data and housing and economic development. Justin Smith requested information regarding how transgender data is being measured.
- h. Policy and procedures for council reimbursement is being developed and council member complaint process is being finalized.
- i. Council sent a Letter of Support for comprehensive sexual health education to AISD Board of Trustees
- j. Council and staff have been participating in major conferences. The next Business meeting will include a round table discussion of key take aways and implications for Planning Council.

**7. ADMINISTRATIVE AGENT PART A EXPENDITURE AND VARIANCE REPORT (See Attachment A&B)**

- a. Additional updates
  - i. Medical Case Management 62%
  - ii. Health Insurance Premium and Cost Sharing Assistance 63%
  - iii. Substance Abuse Services 64%
  - iv. Early Intervention Services (EIS) non MIA at 59%
  - v. Early Intervention Services (EIS) MIA at 52%
  - vi. Medical Transportation 87%
  - vii. Case Management Services Non-Medical –MAI 59%
  - viii. Substance Use Services Residential 57%
  - ix. Psychosocial support Services 24% discussion on concerns regarding why individuals do not participate in support groups. Discussed considering other models and broadening the service to include peer to peer support.
  - x. Emergency Financial Assistance 87%
  - xi. Housing Services 88%
- b. AA Manager Glenn Selfe announced the receipt of the Ryan White Part A Notice of Award. Overall, the TGA received an increase of ~3.62% over FY18-19, including an amazing 7.09% increase in Supplemental funding. Supplemental funding is awarded based on the quality of the grant application in demonstrating need in the jurisdiction. Formula funding, which is based on epi data for the jurisdiction, received a 2.03% increase, and Minority AIDS Initiative (MAI) funding saw a 3.02% increase.
- c. AA Manager also requested guidance from Allocations Committee regarding information sharing and AA recommendations related to service category expenditures as they relate to the PSRA process.

**8. DISCUSS and PREPARE FOR 2019 PRIORITY SETTING AND RESOURCE ALLOCATION (PSRA) CYCLE**

- a. Chair reviewed legislative requirements and expectations for PC priority setting and allocations process.
- b. Committee reviewed the timeline, the draft allocations process and data elements
- c. Committee reviewed the priority setting tools from FY19 process and identified the priority setting tool for the FY20 cycle should to not be prepopulated with percentages to weight criteria factors.

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- d. Chair discussed that as data elements are sent the expectation of the committee is to prepare and review prior to meetings.
- e. The committee identified that the PSRA process will be a voting item for the next meeting and data requests will be finalized.

**9. MOCK EXERCISE TO PREPARE FOR 2020 PSRA CYCLE**

- a. Staff provided a MOCK priority setting exercise based on a household population.

**10. ADJOURNMENT**

Committee Chair Barry Waller adjourned the meeting at 8:10 p.m. without objection.