

**AUSTIN AREA COMPREHENSIVE HIV PLANNING COUNCIL MEETING MINUTES
TUESDAY, OCTOBER 23, 2018, 2018**



**AUSTIN AREA COMPREHENSIVE HIV PLANNING COUNCIL
ALLOCATIONS COMMITTEE MEETING MINUTES**

**COMMITTEE MEETING
TUESDAY, OCTOBER 23RD, 2018**

The Austin Area Comprehensive HIV Planning Council Allocations Committee convened in a committee meeting on Tuesday, October 23rd, 2018 at City Hall, 301 West 2nd Street, Room 1027 in Austin, Texas.

Committee Chair *L.J. Smith* called the Board Meeting to order at 6:15 p.m.

Council Members in Attendance:

Committee Chair *L.J. Smith, Barry Waller, Dale Thele, Samuel Goings*

Staff in Attendance: *Cassandra DeLeon, Unit Manager, Hailey de Anda, Program Supervisor*

Administrative Agent: *Glenn Selfe and Trish Niswander*

Presenters: *None*

1. CERTIFICATION OF QUORUM

- a. Committee Chair L.J. Smith established and certified Quorum.

2. CITIZEN COMMUNICATION

- a. Melissa Rios from AIDS Services of Austin (ASA) spoke on service provider spending for health insurance.
- b. Alberto Barragan from ASA spoke on Agenda Item #6.

3. INTRODUCTION/ANNOUNCEMENTS

- a. Those who were attending the meeting to observe introduced themselves and their affiliations.

4. APPROVAL OF MINUTES

- a. The minutes from the meeting of September 18th, 2018 were reviewed and approved with typo corrections.

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

- a. The presentation was made by Support Staff Hailey de Anda (See Appendix A).
- b. Fast Track Cities has meeting occurring November 13th if interested Planning Council Members can check Facebook for upcoming details.
- c. Committee Chair L.J. Smith volunteered to table at the AIDS Walk November 3rd from 8:30am-1:30pm.
- d. Promoting Community Star Award has begun and 4 nominations have been received so far. Promoting through social media and partners will continue.

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- e. Planning for World AIDS Day Proclamation on November 29th has begun. Reception will follow Proclamation at the Mayors Balcony.
- f. At Octobers Business Meeting 2019 meeting schedule review and officer elections will occur.
- g. On December 4th will be the end of the year Business Meeting which will take place at Old Thousand.

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

- a. Additional updates
 - i. Health Insurance Premium at 43%
 - ii. Mental Health, Substance Abuse, Early Intervention Services (EIS) MIA at 41%
- b. Citizen Communication from Alberto Barragan, ASA rational for underspent EIS Service Category. There is current periodization of staffing and will begin charging the grant rent.

7. VOTE ON RECOMMENDATION FOR FUNDING AVAILABLE FOR PART A DIRECT SERVICES

- a. Glenn Selfe provided an overview of agenda items 7, 8 and 9.
 - i. Agenda item 7 is \$51,117 which needs to be allocated to Part A Service Categories.
 - ii. Agenda Item 8 is a net change of zero and is informed by the Ryan White Service Providers based on their expectation of spend or not of 2018 Ryan White funds.
 - iii. Agenda Item 9 is an adjustment of -\$243 related to carry over funding.
- b. The Allocation Committee Members discussed and came to a consensus regarding all funding adjustments or reallocation related to agenda items 7, 8 and 9. The reason for the consensus are as follows:
 - i. Alignment with service categories identified by committee members during the priority discussion in July when finalizing the 2019 Allocations; specifically, the priorities of Oral Health and Housing.
 - ii. Alignment with the local Fast Tract Cities initiative, specifically the categories of Outpatient/Ambulatory Health Services, Mental Health Service, Early Intervention Services.

**Meeting to a recess at 7:05 and called to order again at 7:10.*

- c. Committee discussed recommendation for additional funding of \$51,117 for Part A Direct Services.
- d. Recommendation for adoption by Planning Council additional funding of \$11,000 to Core Service Outpatient/Ambulatory Services on a 4-0 vote. Committee Members Adriana Neves and Roger Baltazar were absent.
- e. Recommendation for adoption by Planning Council additional funding of \$15,570 to Core Service Oral Health Care Services on a 4-0 vote. Committee Members Adriana Neves and Roger Baltazar were absent.
- f. Recommendation for adoption by Planning Council additional funding of \$20,000 to Support Service Substance Abuse Services –Residential on a 4-0 vote. Committee Members Adriana Neves and Roger Baltazar were absent.
- g. Recommendation for adoption by Planning Council additional funding of \$4,547 to Emergency Financial Assistance on a 4-0 vote. Committee Members Adriana Neves and Roger Baltazar were absent.

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8. VOTE ON RECOMMENDATION FOR FY18 REALLOCATION

- a. Recommendation for adoption by Planning Council additional of \$25,100 to Core Service Outpatient/Ambulatory Services on a 4-0 vote. Committee Members Adriana Neves and Roger Baltazar were absent.
- b. Recommendation for adoption by Planning Council decrease of \$24,000 to Core Service Medical Case Management on a 4-0 vote. Committee Members Adriana Neves and Roger Baltazar were absent.
- c. Recommendation for adoption by Planning Council decrease of \$15,000 to Core Service Substance Abuse Outpatient Care on a 4-0 vote. Committee Members Adriana Neves and Roger Baltazar were absent.
- d. Recommendation for adoption by Planning Council decrease of \$8,900 to Core Service AIDS Pharmaceutical Assistance (Local) on a 4-0 vote. Committee Members Adriana Neves and Roger Baltazar were absent.
- e. Recommendation for adoption by Planning Council additional of \$8,000 to Core Service Mental Health Services on a 4-0 vote. Committee Members Adriana Neves and Roger Baltazar were absent.
- f. Recommendation for adoption by Planning Council additional of \$8,300 to Core Service EIS on a 4-0 vote. Committee Members Adriana Neves and Roger Baltazar were absent.
- g. Recommendation for adoption by Planning Council additional of \$6,700 to Core Service Early Intervention Services (EIS) (Minority AIDS Initiative) MAI on a 4-0 vote. Committee Members Adriana Neves and Roger Baltazar were absent.
- h. Recommendation for adoption by Planning Council decrease of \$10,000 to Support Service Non-Medical Case Management Services on a 4-0 vote. Committee Members Adriana Neves and Roger Baltazar were absent.
- i. Recommendation for adoption by Planning Council decrease of \$6,700 to Support Service Non-Medical Case Management Services MAI on a 4-0 vote. Committee Members Adriana Neves and Roger Baltazar were absent.
- j. Recommendation for adoption by Planning Council additional of \$12,547 to Support Service Housing on a 4-0 vote. Committee Members Adriana Neves and Roger Baltazar were absent.
- k. Recommendation for adoption by Planning Council additional of \$4,453 to Support Service Emergency Financial Assistance on a 4-0 vote. Committee Members Adriana Neves and Roger Baltazar were absent.
- l. Recommendation for adoption by Planning Council decrease of \$500 to Support Service Psychosocial Support Services on a 4-0 vote. Committee Members Adriana Neves and Roger Baltazar were absent.

9. VOTE ON RECOMMENDATION FOR ALLOCATION ADJUSTEMENT FOR FY2018

- a. Allocations Committee needs to adjust Part A FY17 Carryover Funds decision by \$247.
- b. Recommendation for adoption by Planning Council decrease of \$4 to Support Service Psychosocial Support Services on a 4-0 vote. Committee Members Adriana Neves and Roger Baltazar were absent.
- c. Recommendation for adoption by Planning Council decrease of \$243 to Support Service Non-Medical Case Management MAI on a 4-0 vote. Committee Members Adriana Neves and Roger Baltazar were absent.

10. ADJOURNMENT

Committee Chair L.J. Smith adjourned the meeting at 7:35 p.m. without objection.

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**Appendix A
Planning Council: Office of Support Staff Report
October 23, 2018 Allocation Committee Meeting**

ANNOUNCEMENTS

2018 AIDS Walk

November 3, 2018

Republic Square

9:00am-1:00pm

Fast Track Cities Upcoming Workgroup Meetings

November 13, 2018 next Fast Track Cities meeting

www.facebook.com/AustinFTC/

Now Accepting Nomination for the Star Award

<https://www.surveymonkey.com/r/hivplanningcouncilstarawards>

STAFF ACTIVITIES

Ryan White Part A Grant Activities

- HRSA Site Visit final report expected at the end of October

Needs Assessment

- Analysis and presentation of collected data, so far.
- Reviewing target groups for data collection and plan for data gathering through the year.
- Piloting new worksheet to better connect data with planning and assessment efforts. Will pilot worksheet for full committee at October Business meeting.

Comprehensive Planning

- Annual update to the Comprehensive Plan's Dashboard
- Request for quarterly update on community activities

Outreach and Recruitment

- World AIDS Day Proclamation 11/29 with reception on Mayor's balcony
- Now accepting volunteers to table at the AIDS Walk 8:30-1:30pm. Half shifts can be provided if requested

Technical Assistance and Training

- Recommended meeting dates for 2019
 - **Executive Committee:** 1st Tuesday of the month at 6pm at City Hall
 - **Comprehensive Planning Committee:** 2nd Tuesday of the month at 6pm at City Hall
 - **Allocation Committee:** 3rd Wednesday of the month at 6pm at City Hall
 - **Business Meeting:** 4th Monday of the month at 6pm at City Hall
- December Business meeting: Old Thousands on December 4th at 6:00pm
- Officer elections on October 30th

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Partnerships

- Texas HIV Syndicate
- Opt out HIV Policy – Health Equity Policy Council effort

Other

- City of Austin Open Data Portal project – presentation at October business meeting