

**HIV PLANNING COUNCIL MEETING MINUTES
TUESDAY, JULY 9TH, 2019**



***HIV PLANNING COUNCIL
COMPREHENSIVE PLANNING COMMITTEE MEETING MINUTES
2019***

**COMMITTEE MEETING
TUESDAY, JULY 9TH,**

The HIV Planning Council Comprehensive Planning Committee convened in a committee meeting on Tuesday, July 9th, 2019 at City Hall, 301 West 2nd Street, Room 1029 in Austin, Texas.

Committee Chair Glenn Crawford called the Committee Meeting to order at 6:04p.m.

Council Members in Attendance:

Committee Chair Glenn Crawford, Lee Miranda, Alberto Barragan, Bart Whittington, and Emma Sinnott

Council Members Absent: Akeshia Johnson Smothers, Taylor Whalen

Staff in Attendance: Hailey de Anda, Supervisor, Laura Still, Planner, Rashana Raggs, APH intern

Administrative Agent: Glenn Selfe, Brenda Mendiola

Presenters: None

1. CERTIFICATION OF QUORUM

- a. Committee Chair Glenn Crawford established and certified quorum.

2. CITIZEN COMMUNICATION

- a. None.

3. INTRODUCTION/ANNOUNCEMENTS

- a. Introduction of Rashana Raggs as HIV Planning Council intern.
- b. Laura Still is leaving HIV Planning Council to be the new HIV Prevention Supervisor, still with Austin Public Health
- c. Bart Whittington is leaving current position for a position that deals with retention for care and PrEP, he will no longer be conflicted.
- d. AIDS Services of Austin and The Q will launch quinceañera for Spanish PrEP campaign to kick off pride week. Partnering with Austin Pride to throw a quinceañera and would like the council to have a table at the event.

4. APPROVAL OF MINUTES

- a. The minutes from the meeting of May 14th, 2019 were approved with no corrections.

5. COMPREHENSIVE PLANNING

- a. Review data for EIIHA/MAI – Administrative Agent Glenn Selfe would like for allocations to add housing insecure population for EIIHA.
- b. Monitoring update -Laura Still presented monitoring plan for the Integrated Plan

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6. NEEDS ASSESSMENT

- a. Year 3 Special Studies planning and report out
 - i. Issue Area 1: Rideshare, Administrative Agent Glenn Selfe states there is still a confidentiality issue with all rideshares. Administrative Agents looking into Cap Metro from Manor into Austin.
 - ii. Issue area 2: Culturally competent services for the Latinx/Hispanic population. Council member Bart Whittington provided several bullet points of data and will email staff support of findings. Council member Alberto Barragan will draft a survey for cultural competency within the community.
 - iii. Issue Area 3: Peer Navigation,
 - Council member Bart Whittington explained research found on peer navigation programs.
 - Administrative Agent Brenda Mendiola suggests case management from 2011 model incorporating tier one and tier two could be used for peer navigation.
 - Boston University curriculum a high contender for model utilization for peer navigation program.
 - Proposal for a model used in South Carolina using Part C
 - Disseminate Boston model and South Carolina model for better knowledge of programs presented
 - iv. Issue Area 4: Council member Emma Sinnott explains looking more into new electronic system utilized in Memphis, TN with clients using cards. Administrative Agent Glenn Selfe mentioned Part A quarterly meeting coming up this Friday to discuss funding, peer navigation, and referrals for eligibility.

7. SERVICE STANDARDS

- a. Annual review of service standards for currently funded service categories. Determine if any changes need to be made by considering updates from the Texas Department of State Health Services, input from service providers or other sources as available.
- b. Vote on Service Standards Review: 
 - i. AIDS Pharmaceutical Assistance – Local
 - Approved continuation of existing standard with one change- removed requirement that Part A LPAP funds can only be used for medications on the Part B LPAP formulary (*Appendix A*)
 - ii. Early Intervention Services (EIS)
 - Approved continuation of existing standard with no changes. Chair Glenn Crawford motioned; Emma Sinnott seconded
 - iii. Medical Nutrition Therapy
 - Approved continuation of existing standard with no changes. Chair Glenn Crawford motioned; Emma Sinnott seconded.
 - iv. Outpatient Ambulatory Health Services – tabled
 - v. Universal Standards – tabled until further information is provided by the Administrative Agent

8. COMMUNITY STAR AWARD

- a. Chair Glenn Crawford opened discussion about reviewing community star award for next month's meeting.

9. STAFF REPORT

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- a. The presentation was made by Hailey de Anda, Planning Council Office of Support (*See Appendix B*).

10. ADJOURNMENT

Committee Chair Glenn Crawford adjourned the meeting at 8:35 p.m. without objection.

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Appendix A

Changes to the AIDS Pharmaceutical Assistance – Local LPAP Service Standard

Updated language will replace original language pending full council approval.

Updated Language

Prescribed Over-the-Counter (OTC) medications may be purchased with LPAP funds, regardless of whether the medication is in the LPAP formulary, when the provider has deemed that the medication is needed for prevention and treatment of opportunistic infections or to prevent the serious deterioration of health. All OTC medications purchased with LPAP funds must be FDA approved.

Original Language

Prescribed Over-the-Counter (OTC) medications may be purchased with LPAP funds if the medication is listed on the LPAP formulary and the provider has deemed that the medication is needed for prevention and treatment of opportunistic infections or to prevent the serious deterioration of health. All OTC medications purchased with LPAP funds must be FDA approved.

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Appendix B

**Planning Council: Office of Support Staff Report
July 9th, 2019
Comprehensive Planning Committee**

ANNOUNCEMENTS



Parade and Festival August 10th at Fiesta Gardens

STAFF ACTIVITIES

Ryan White Part A Grant Activities

- Monthly Project Officer Call
- Reviewing applicants for Administrative Senior position
- HRSA's website indicates NOFO should be released on July 6

Needs Assessment

- Planning Year 3 Special Studies- 4 special studies identified
- Data for Priority Setting and Resource Allocation (PSRA) cycle for 2020 grant year

Comprehensive Planning

- Technical Assistance plan underdevelopment with Integrated HIV/AIDS Planning Technical Assistance Center (IHAPTAC) to support monitoring of the Integrated Plan

Outreach and Recruitment

- Spring Recruitment for 2019
 - Business cards - available
 - Video – plan to be provided in July
- Volunteers needed for Tabling: - Pride Parade

Technical Assistance and Training

- Review of MAI and EIIHA focus populations for 2019 RWPA Grant
- One pager on EIIHA populations
- Bylaws review

Partnerships

- Fast Track Cities

Other

- Mentorship program – next new member orientation scheduled for June 27, 2019
 - Volunteer to either observe or lead the new member orientation