

**HIV PLANNING COUNCIL MEETING MINUTES  
WEDNESDAY, JULY 17<sup>TH</sup>, 2019**



**HIV PLANNING COUNCIL  
ALLOCATIONS COMMITTEE MEETING MINUTES**

**COMMITTEE MEETING  
WEDNESDAY, July 17<sup>th</sup>, 2019**

**The HIV Planning Council (HIVPC) Allocations Committee convened in a committee meeting on Wednesday, July 17<sup>th</sup>, 2019 at City Hall, 301 West 2<sup>nd</sup> Street, Room 1029 in Austin, Texas.**

**Committee Chair Barry Waller called the Meeting to order at 6:03 p.m., July 17<sup>th</sup>, 2019.**

**Council Members in Attendance:**

**Committee Chair Barry Waller, Dale Thele, Jonathan Wells, Samuel Goings, and Juan Troy**

**Council Members Absent: Adriana Sansome Neve**

**Staff in Attendance (HIVPC Support Staff): Hailey de Anda, Interim Unit Manager, Laura Still, Planner, and Rashana E. Raggs APH Intern.**

**Administrative Agent (AA): Glenn Selfe, Trish Niswander, Anthony Kitzmiller**

**Presenters: None**

**1. CERTIFICATION OF QUORUM**

- a. Committee Chair Barry Waller called quorum at 6:03pm. July 17<sup>th</sup>, 2019

**2. CITIZEN COMMUNICATION**

- a. None.

**3. INTRODUCTION/ANNOUNCEMENTS**

- a. Laura Stills' last day, but will be present for business meeting Monday July 25<sup>th</sup>, 2019
- b. Rashana Raggs' last week of her internship with HIV Planning Council

**4. APPROVAL OF MINUTES**

- a. Correction: Samuel Goings was not present for last meeting.
- b. Correction: Allocations meeting was held in room 2005, not 1029.
- c. Correction: Multiple punctuation and formatting errors.

**5. FINALIZE FY20 ALLOCATIONS **

- a. Received notice "Notice of Funding Opportunity" (NOFO) June 3<sup>rd</sup>, 2019.
- b. Hailey De Anda gave an overview for allocations methodology.

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- c. Moving one third from substance abuse outpatient to substance abuse residential but no additional increase over one third.
- d. Moved to increase early intervention services.
- e. Moved to utilize ranking data over proportion data provided.

**\*\*Chair Barry Waller adjourned meeting at 7:00p.m.**

**\*\*Chair Barry Waller called meeting back to order 7:11p.m.**

**\*\*Chair Barry Waller called recess at 7:29p.m. for staff to discuss allocations**

**\*\*Chair Barry Waller called meeting back into session at 7:38p.m.**

**f. Service Categories**

- i. Recommendation for funding of AIDS Drugs Assistance Program (ADAP) for \$1 was approved on Committee Member Samuel Goings motion, Committee Member Juan Troy seconded on a 5-0 vote.
- ii. Recommendation for funding of AIDS Pharmaceutical Assistance – Local for \$245,405 was approved on Committee Member Samuel Goings motion, Committee Member Juan Troy seconded on a 5-0 vote.
- iii. Recommendation for funding of Early Intervention Services (Part A) for \$174,235 was approved on Committee Member Samuel Goings motion, Committee Member Juan Troy seconded on a 5-0 vote.
- iv. Recommendation for funding of Early Intervention Services (MAI) for \$58,727 was approved on Committee Member Samuel Goings motion, Committee Member Juan Troy seconded on a 5-0 vote.
- v. Recommendation for funding of Health Insurance Premium and Cost Sharing Assistance HIPCSA for \$272,531 was approved on Committee Member Samuel Goings motion, Committee Member Juan Troy seconded on a 5-0 vote.
- vi. Recommendation for funding of Medical Case Management for \$330,106 was approved on Committee Member Samuel Goings motion, Committee Member Juan Troy seconded on a 5-0 vote.
- vii. Recommendation for funding of Medical Nutrition Therapy for \$91,889 was approved on Committee Member Samuel Goings motion, Committee Member Juan Troy seconded on a 5-0 vote.
- viii. Recommendation for funding of Mental Health for \$216,442 was approved on Committee Member Samuel Goings motion, Committee Member Juan Troy seconded on a 5-0 vote.

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- ix. Recommendation for funding of Oral Health for \$566,009 was approved on Committee Member Samuel Goings motion, Committee Member Juan Troy seconded on a 5-0 vote.
- x. Recommendation for funding of Outpatient Ambulatory Health Services for \$1,414,371 was approved on Committee Member Samuel Goings motion, Committee Member Juan Troy seconded on a 5-0 vote.
- xi. Recommendation for funding of Substance Abuse-Outpatient for \$112,538 was approved on Committee Member Samuel Goings motion, Committee Member Juan Troy seconded on a 5-0 vote.

**g. Support Service Categories**

- i. Recommendation for funding of Emergency Financial Assistance (EFA) for \$106,611 was approved on Committee Member Samuel Goings motion, Committee Member Juan Troy seconded on a 5-0 vote.
- ii. Recommendation for funding of Food Bank for \$101,943 was approved on Committee Member Samuel Goings motion, Committee Member Juan Troy seconded on a 5-0 vote.
- iii. Recommendation for funding of Housing Services for \$138,483 was approved on Committee Member Samuel Goings motion, Committee Member Juan Troy seconded on a 5-0 vote.
- iv. Recommendation for funding of Medical Transportation for \$51,327 was approved on Committee Member Samuel Goings motion, Committee Member Juan Troy seconded on a 5-0 vote.
- v. Recommendation for funding of Non-medical Case Management (Part A) for \$256,389 was approved on Committee Member Samuel Goings motion, Committee Member Juan Troy seconded on a 5-0 vote.
- vi. Recommendation for funding of Non-medical Case Management (MAI) for \$254,604 was approved on Committee Member Samuel Goings motion, Committee Member Juan Troy seconded on a 5-0 vote.
- vii. Recommendation for funding of Substance Abuse-Residential for \$159,115 was approved on Committee Member Samuel Goings motion, Committee Member Juan Troy seconded on a 5-0 vote.

**6. VOTE TO APPROVE INCREASE AND DECREASE PLAN **

- a. Recommendation adopting document with new top 5 categories approved on Committee Member Samuel Goings motion, Committee Member Juan Troy seconded on a 5-0 vote.

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- b. Top 5 Categories
  - i. Early Intervention Services
  - ii. Health Insurance Premium and Cost Sharing Assistance HIPCSA
  - iii. Medical Transportation Services
  - iv. Outpatient Ambulatory Health Services
  - v. Medical Case Management
  - vi. AIDS Drugs Assistance Program ADAP

**7. VOTE TO APPROVE ASSESSMENT OF THE ADMINISTRATIVE MECHANISM **

- a. Johnathan Wells moves to accept, Juan Troy seconded on a 5-0 vote.
- b. Take out calendar on last page, keep document to page 11.
- c. Will see responses from the administrative agent on an undeclared later date.

**8. PLANNING COUNCIL STAFF REPORT**

- a. Hailey De Anda briefly explained upcoming events presented on staff report.

**9. ADMINISTRATIVE AGENT PART A EXPENDITURE AND VARIANCE REPORT**

- a. Glenn Selfe gave brief overview of estimated expenditures as of 6-30-19 and its variances.

**\*\*Chair Barry Waller called for a break at 8:44p.m.**

**\*\*Chair Barry Waller called meeting back to order**

**\*\*Chair Barry Waller adjourns at 8:50p.m. while staff deliberates**

**\*\*Chair Barry Waller reconvene allocations meeting at 8:51p.m.**

**10. ADJOURNMENT**

- a. Committee Chair Barry Waller adjourned the meeting at 8:53pm without objection.

**Appendix A  
Planning Council: Office of Support Staff Report  
June 19, 2019  
Allocation Committee Meeting**

ANNOUNCEMENTS



**Parade and Festival August 10<sup>th</sup> at Fiesta Gardens**

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Positive Living/ Vida Positiva bilingual event series exploring sexual and mental health:

On Saturday, July 27 at 12 p.m. at 1023 Springdale Road, 14A we'll have a Spanish-language dialogue on relationship trauma, emotional healing, and setting healthy boundaries, facilitated by a counselor at The SAFE Alliance, and in collaboration with the Healthy Relationships Program (HRP) and La Q Austin.



The Q Austin's Second Change Quince



Saturday August, 3rd | 8pm-1am  
Meet at Relay  
1023 Springdale Rd #11A  
Austin, TX 78721

FUNDING OPPORTUNITIES

Dell Med is hosting the next round of Call for Ideas and is looking for ideas from community members about how to improve the health of their community. Learn more about the call for ideas here, <https://dellmed.utexas.edu/coventures/collaborative-opportunities/community-driven-initiatives-call-for-ideas> . Ideas can be submitted online through August 11th. Applications in Spanish and paper applications. Link to submit information is here; [https://utexas.qualtrics.com/jfe/form/SV\\_4HMPH3kuHeybP4V](https://utexas.qualtrics.com/jfe/form/SV_4HMPH3kuHeybP4V)

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Park with a Purpose: Saint David's Foundation is pleased to announce the availability of funding (\$20,000 to \$200,000) to leverage the power of parks to improve community health in Bastrop, Caldwell and Travis Counties. This request for proposals (RFP) is focused on maximizing park assets, broadly defined, to support and promote not physical activities for good health, but mental wellbeing and community connection with a strong emphasize on equity and underserved communities. Info is also available online here: <https://stdavidsfoundation.org/grantmaking/funding-opportunities/parks-with-purpose/>. Proposals due August 19, 2019.

**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

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**Appendix A  
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**ANNOUNCEMENTS**

**HIV and Aging Conference**

**When:** Friday, June 21<sup>st</sup>, 2019 at 8:00am

**Where:** Commons Conference Center on the JJ Pickle Research Center campus (10100 Burnet Rd., Building 137, Austin, TX 78758)

**Details:** HIV Planning Council will be tabling at the event.

- Set-up at 7:30 am
- Registration and the Information & Resource Fair starts at 8:00 am
- First speakers start at 8:30 am
- Attendees will have an hour to visit the vendor tables again at lunchtime
- Conference will end at 4 pm (but the vendors can leave after lunch if they wish)

**Fast Track Cities Anniversary Celebration**

- Proclamations to celebrate the one-year anniversary
  - June 20, 2019 Proclamation at City Hall
  - June 25, 2019 Proclamation at Commissioners Court
- Public comment/review of the FTC Plan:
  - Provide feedback during either proclamation at City Hall or Commissioners Court
  - Comments via survey monkey



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- Volunteers needed for Tabling: - Pride Parade

**Technical Assistance and Training**

- Review of MAI and EIIHA focus populations for 2019 RWPA Grant
- PSRA binders – one pager for each service category for resource allocations

**Partnerships**

- Fast Track Cities

**Other**

- Mentorship program – next new member orientation scheduled for June 27, 2019
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