Special Meeting of the HIV Planning Council
August 19, 2020 of meeting

Finance/Allocations Committee to be held 08/19/2020 with Social Distancing Modifications

Public comment will be allowed via telephone; no in-person input will be allowed. **All speakers must register in advance (08/18/2020 by Noon).** All public comment will occur at the beginning of the meeting.

To speak remotely at the 08/19/2020 HIV Planning Council Meeting, residents must:

•Call or email the board liaison at (512) 972-5806 and Jaseudia.Killion@austintexas.gov no later than noon, (05/03/2020). The information required is the speaker name, item number(s) they wish to speak on, whether they are for/against/neutral, and a telephone number or email address.

•Once a request to speak has been called in or emailed to the board liaison, residents will receive either an email or phone call providing the telephone number to call on the day of the scheduled meeting.

•Speakers must call in at least 15 minutes prior to meeting start in order to speak, late callers will not be accepted and will not be able to speak.

•Speakers will be placed in a queue until their time to speak.

•Handouts or other information may be emailed to Jaseudia Killion by Noon the day before the scheduled meeting. This information will be provided to Board and Commission members in advance of the meeting.

•If this meeting is broadcast live, residents may watch the meeting here: **http://www.austintexas.gov/page/watch-atxn-live**

HIV PLANNING COUNCIL
FINANCIAL/ALLOCATIONS COMMITTEE
08/19/2020, 6:00 p.m.
REMOTE

FINANCIAL/ALLOCATIONS COMMITTEE MEMBERS:

Committee Chair-Barry Waller, Adriana Neves, Dennis Ringler, and Mattyna Stephens

Council Members in Attendance: *Committee Chair Barry Waller, Mattyna Stephens*

Members Absent: *Adriana Neves, Dennis Ringler*

Staff in Attendance: *Hailey de Anda, Interim Unit Manager Jaseudia Killion, Planner II, Anjelica Barrientos, AmeriCorps VISTA*

Administrative Agent: *Anthony Kitzmiller, Glenn Selfe*

Citizen Communication: *None*

AGENDA

CALL TO ORDER

Committee Chair Barry Waller called the meeting to order at 6:05 p.m.

CITIZEN COMMUNICATION

a. Speakers who have registered in advance to speak on agenda items will be allotted three minutes each to address their concerns at the onset of the meeting. Registered speakers will be called upon one by one during this process.

1. **CERTIFICATION OF QUORUM**

2. **INTRODUCTION/ANNOUNCEMENTS**

    a. Committee member Samuel Goings did not renew for another term with the HIV Planning Council

3. **APPROVAL OF MINUTES**

    a. Minutes approved as submitted

4. **ADMINISTATIVE AGENT STAFF PRESENTATION**

a. Reallocation Policy and supporting documents
    i. Glenn Selfe reviewed the purpose and development of the Reallocation Policy. The proposed policy has been presented to the Executive Committee and the Membership and Governance Committee, and several items were revised based on feedback and recommendations. Goal is to get the policy in place by this month's Business Committee.
    ii. Glenn Selfe reviewed the supporting documents and the rapid reallocation process
    iii. Jaseudia Killion presented the Reallocation Policy and addressed specific concerns from the Membership and Governance Committee, including walking quorum and how to proceed if there is not consensus on reallocation
        1. Hailey de Anda reviewed walking quorum
    iv. The Committee revised the Reallocation Policy document to address concerns and reflect recommendations
    v. Mattyna Stephens moved to approve the Austin TGA Rapid Reallocation Policy as discussed and revised at tonight's meeting
        1. Barry Waller seconded the motion
            a. The Reallocation Policy was approved

5. DOCUMENT REVIEW

a. Review Final Report of the Assessment of Administrative Mechanism (AAM)
    i. Anjelica Barrientos presented the Final Report of the Assessment of Administrative Mechanism
        1. Anthony Kitzmiller answered questions about the report
        2. Mattyna Stephens motioned to approve the Report of the Assessment of Administrative Mechanism, with the pending revisions if needed
            a. Barry Waller seconded the motion
                i. The AAM was approved with the pending revisions if needed

6. ADMINISTRATIVE AGENT

a. Review of Expenditure Report
    i. Anthony Kitzmiller reviewed the report and projected expenses, as well as the impact of COVID-19 and associated funding
        1. The AA is preparing to submit the carry-over request to HRSA
            a. $21k to health insurance
            b. $10k to food bank
            c. $7k to emergency financial assistance

7. BUDGET REVIEW

a. Review wish list items from committees
    i. Jaseudia Killion presented the expenditure tracking document containing the committee wish list items
    ii. The Committee expressed interest in training opportunities and expressed concerns regarding traveling in the next several months

8. REVIEW ANNUAL CALENDAR

a. Review of the work plan calendar for this committee

i. Jaseudia Killion presented the calendar and explained that subcommittee agendas are based on the annual calendar
ii. The Committee is not scheduled to meet in September, but is willing to meet next month if deemed necessary at a later time

9. STAFF REPORT

a. The grant will be sent to the Council for review upon completion and submission to the AA
b. A new Project Officer has been assigned
c. There are on-going requests and efforts to align the Council and the Austin/Travis County Fast-Track Cities Initiative

ADJOURNMENT

Committee Chair Barry Waller adjourned the meeting at 8:03 p.m.

Indicative of action items

The City of Austin is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days (48 hours) before the meeting date. TTY users' route through Relay Texas at 711.

For More Information on the HIV Planning Council, Allocations Committee, please contact Hailey de Anda at (512) 972-5862.