



**Versión en español a continuación.**

**Governance/Membership Committee Meeting of the HIV  
Planning Council  
TUESDAY, March 2, 2021**

**Governance/Membership Committee Meeting to be held March 02, 2021 with  
Social Distancing Modifications**

Public comment will be allowed via telephone; no in-person input will be allowed. **All speakers must register in advance (03/01/2021 by noon).** All public comment will occur at the beginning of the meeting.

To speak remotely at the **March 2, 2021 HIV Planning Council** Meeting, members of the public must:

- Call or email the board liaison at **(512) 972-5806 and Jaseudia.Killion@austintexas.gov** no later than noon, (the day before the meeting). 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@austintexas.gov** 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>



Reunión del **Governance/Membership Committee Meeting of the HIV Planning Council**  
**TUESDAY, March 02, 2021**  
FECHA de la reunion (**March 2, 2021**)

La junta se llevará con modificaciones de distanciamiento social

Se permitirán comentarios públicos por teléfono; no se permitirá ninguna entrada en persona. Todos los oradores deben registrarse con anticipación (**3/01/2021** antes del mediodía). Todos los comentarios públicos se producirán al comienzo de la reunión.

Para hablar de forma remota en la reunión, los miembros del público deben:

- Llame o envíe un correo electrónico al enlace de la junta en **(512) 972-5806 and Jaseudia.Killion@austintexas.gov** a más tardar al mediodía (el día antes de la reunión). La información requerida es el nombre del orador, los números de artículo sobre los que desean hablar, si están a favor / en contra / neutrales, y un número de teléfono o dirección de correo electrónico.
- Una vez que se haya llamado o enviado por correo electrónico una solicitud para hablar al enlace de la junta, los residentes recibirán un correo electrónico o una llamada telefónica con el número de teléfono para llamar el día de la reunión programada.
- Los oradores deben llamar al menos 15 minutos antes del inicio de la reunión para poder hablar, no se aceptarán personas que llamen tarde y no podrán hablar.
- Los oradores se colocarán en una fila hasta que llegue el momento de hablar.
- Los folletos u otra información pueden enviarse por correo electrónico a **Jaseudia.Killion@austintexas**. antes del mediodía del día anterior a la reunión programada. Esta información se proporcionará a los miembros de la Junta y la Comisión antes de la reunión.
- Si esta reunión se transmite en vivo, los residentes pueden ver la reunión aquí: <http://www.austintexas.gov/page/watch-atxn-live>



**HIV PLANNING COUNCIL**  
**GOVERNANCE/MEMBERSHIP MEETING**  
**Tuesday, March 02, 2021, 12:00 P.M.**  
**City Hall/ Remote Meeting**  
**Austin, Texas**

**GOVERNANCE/MEMBERSHIP COMMITTEE MEMBERS:**

*Committee Chair Akeshia Johnson-Smothers, Brooks Wood, Julio Gómez, Rocky Lane, Tarik Daniels, and Taylor Stockett.*

**AGENDA**

**CALL TO ORDER**

Chair Akeshia Johnson-Smothers called the meeting to order at 12:07pm

**Members in Attendance:** Chair Akeshia Johnson-Smothers, Brooks Woods, Rocky Lane, Taylor Stockett

**Administrative Agent in Attendance:** Justin Ferrill, Patricia Niswander

**Office of Support in Attendance:** Jaseudia Killion *Planner*, Mallory Scott *Administrative Senior*, Dylan Keese *AmeriCorps VISTA*, Katia Avalos *Intern*, Megan Myers *Intern*

**CITIZEN COMMUNICATION**

The first 10 speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

**1. CERTIFICATION OF QUORUM**

- a. Quorum was certified

**2. INTRODUCTION/ANNOUNCEMENTS**

- a. Rodrigo was introduced as the PACE officer for the Austin through Dallas area
- b. The HIVPC interns, Megan Myers and Katia Avalos, were introduced

**3. APPROVAL OF MINUTES **

- a. The minutes from the February 2021, January 2021, and December 2020 Governance and Membership meeting were approved as written and with minor edits to the December 2020 minutes including capitalizing AIDS throughout document on Council Member Taylor Stockett motion, Council Member Brooks Wood second on a 4-0 vote
- b. Mallory Scott will send out the minutes from previous meetings following this meeting.



#### 4. MEMBERSHIP AND ATTENDANCE

- a. Member Emeritus Status Approval 
  - i. Bart Whittington
    - a. Jaseudia Killion: This is the first instance of a member asking the office of support
      1. Bart has asked to take a break from PC starting in April for about 3 months due to increased workload and school
      2. Barts term will end in 2022
    - b. Taylor: Can Bart provide a written document for the PSRA process before taking Emeritus status so that his voice can still be heard?
      1. Jaseudia: yes, I think you can ask him that.
    - c. The committee voted to approve Bart Whittington for Emeritus Status on a Council Member Brooks Woods motion, Council Member Taylor Stockett second on a 4-0 vote.

#### 5. REVIEW AND APPROVE DEVICE POLICY

- a. Brooks: Change “governor entity” to “government entity”
- b. Brooks: Would the training be done on Teams?
  - i. Taylor: The trainings would have to be done in person on pickup because they won’t have access to Teams without the device
  - ii. Jaseudia: I think that would be the best option but we have to see what the city says at time, regarding social distancing
- c. Jaseudia: Julio sent edits but they are unable to be seen. He can provide edits at the business meeting
- d. The device policy was approved with the previously mentioned edits on a Council Member Brooks Wood motion, Council Member Taylor Stockett second on a 4-0 vote.

#### 6. RECRUITMENT/PROMOTION

- a. Review and Approve Proposed Social Media Calendar 
  - i. Megan Myers created the new social media calendar
  - ii. Taylor and Akeshia: We should include women’s month content as well
    - a. Taylor: we need to ensure we are including trans women as well during this time
  - iii. Rocky: Trans day of visibility is on March 31 and should be included



- iv. The calendar will be brought up at the executive and business meeting to ask members if they would like to post any content on these days
- v. Akeshia: should we include COVID vaccination information?
  - a. Jaseudia: this is covered in the emergency wording at the bottom of the page
- b. The analytics have been much better recently on Facebook
  - i. Taylor: do the videos contribute to that?
  - ii. Jaseudia: Definitely
- c. Megan Myers mentioned the council does not have an Instagram
  - i. Taylor: we should definitely get an Instagram to engage young people, especially young Latinx people
- d. Akeshia: we should include a spotlight for each council member. It could be a video or post.
- e. The social media calendar was approved with the proposed amendments on a Council Member Taylor Stockett motion, Council Member Brooks Wood second on a 4-0 vote.

## **7. STAR AWARDS PLANNING**

- a. Taylor Stockett: I spoke at BTLA and talked about Star Awards. There was interest in promoting the Star Awards and joining council. Going forward we should have people speak who are more reflective of the communities we are speaking to.
  - 1. Rocky Lane: we are looking to get donations to support vulnerable community such as HIV community and sex worker community at our cookout
  - 2. Akeshia: How can we support these efforts on the council?
    - a. Taylor: Showing up is the best way to show support and represent the Planning Council. Being present is what makes the biggest impact
    - b. Akeshia: I don't mind going, I just need the information.
    - c. Jaseudia: if anyone wants to attend, we can meet to discuss talking points or anything else
    - d. Akeshia: can we get any swag bags to take them?
    - e. Jaseudia: yes, we can do that
- b. Review Timeline
  - 1. Jaseudia: The city of Austin has been busy with the vaccination efforts and the office of support has reached out for the graphic designer and parliamentarian. The office of support has not heard back from the department though.



2. Akeshia: there are a lot of solicitation efforts that are holding these requests back. If I can get some of the work done that might help it move along.
  3. Taylor: Because this is being slowed down, I would feel comfortable pushing back all the deadlines so that we can do full promotion, and this can serve as a recruiting event
    - a. Jaseudia: This is not a legislative requirement so that is up to you all.
  4. Jaseudia: I talked to Tarik and he brought up that any organization that cosponsors the Star Awards cannot win the award. The recommended action would be to include a organization that is represented in Planning council.
  5. Taylor: Do we need to vote on any of this?
    - a. Jaseudia: No we don't.
  6. The committee supports pushing back the award deadlines by one month.
- c. Review Drafted Documents
1. Nomination Form
    - a. Need to add an area acknowledging consent for being posted online
    - b. Taylor: we should have another online voting option for people who don't have social media for accessibility.
    - c. Brooks: we also need an option for those who don't know how to use QR codes and a place for people to mail in the nominations.
  2. Flyer
    - a. The flyers were presented to the committee
  3. Press Release
    - a. Brooks created the press release
      - i. Taylor: we might work on this a little bit more since we have the time with the pushed back deadlines and since we can get input from Akeshia
  4. Other Promotional Materials
    - a. No other promotional materials at this time.

## **8. HIV PLANNING COUNCIL STAFF REPORT**

- a. Jaseudia: the Fast Track Cities Consortium is tomorrow, 3/3/21 and would be a great opportunity to present on the Star Awards
  - i. Taylor: I can only attend for the first hour.
  - ii. Brooks: I cannot attend either.



- iii. Jaseudia: I can do it since no one else can attend.
- b. Committee Budget Review
  - i. Jaseudia is still accepting budget recommendations
  - ii. The merchandise was approved for the budget
  - iii. Taylor: can you tell us how much of the budget we have so we can make an informed decision?
    - a. Jaseudia: yes, there is quite a surplus due to being virtual. I will bring it to the next meeting
  - iv. Taylor: we could do a gift for the PC members that they get when they pick up their Data Binder as a thank you. We could also order extras for potential future members. Or we could buy frames for the letters from the Mayor and other official documents.
  - v. Taylor: we could print the PSRA data binders as well.
- c. Committee Training Recommendations
  - i. No training recommendations
- d. Workplan Calendar Review
  - i. The workplan calendar will be updated to reflect the new deadlines for the Star Awards.

## **ADJOURNMENT**

Acting Chair Brooks Wood adjourned the meeting at 1:37PM without objection.

*⚡ 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.