



Business Committee Meeting of the HIV Planning Council Monday, August 23, 2021

The Business Committee Meeting to be held 08/23/2021 with Social Distancing Modifications

Public comment will be allowed via Microsoft Teams; no in-person input will be allowed. **All speakers must register in advance** (8/22/2021 by Noon). All public comment will occur at the beginning of the meeting.

To speak remotely at the August 23, 2021 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, (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>



Versión en español a continuación.

Reunión del Business Committee Meeting of the HIV Planning Council

FECHA de la reunion (August 23, 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 (**08/23/2021** 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.gov** 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
BUSINESS COMMITTEE MEETING
Monday, August 23, 2021, 6:00 P.M.
City Hall/ Remote**

HIV PLANNING COUNCIL MEMBERS:

Chair L.J. Smith, Vice-Chair Tarik Daniel, Caitlin Simmons, Barry Waller, Brian Johnson, Brooks Wood, Dennis Ringler, Glenn Crawford, Non-Voting, Jonathan Garcia, Karson Jensen, Mattyna Stephens, Taylor Stockett, A. Daniel Ramos, and Rocky Lane, Non-Voting

AGENDA

Chair LJ Smith called the meeting to order at 6:01pm

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

2. INTRODUCTION/ANNOUNCEMENTS

a. Introductions

- i. Parliamentarian
 - i. Ron Stinson introduced himself as the parliamentarian
- ii. Program Manager for Office of Support
 - i. Kodjo Dodo introduced himself as the new Austin Public Health manager

b. Departures

- i. Lee Miranda
- ii. Tara Scarbrough
- iii. Julio Gomez
- iv. Mallory Scott, Administrative Senior
- v. Dylan Keese, AmeriCorps VISTA

3. APPROVAL OF MINUTES 🚩

- a. The previous meeting minutes were not available and will be reviewed at the next meeting

4. CONFLICT OF INTEREST DECLARATIONS



- a. Members will declare conflict of interest with relevant agenda items, service categories, and/or service standards
 - i. Daniel Ramos: conflicted in Case Management and Non-medical Case management
 - ii. Caitlin Simmons: conflicted in food bank, medical nutrition therapy, health insurance assistance program, medical case management, non-medical case management, EIS and dental

5. PROPOSED MEMBERSHIP REMOVAL BY OFFICE OF SUPPORT

- a. Discussion
 - i. Proposed members up for removal have not been fulfilling membership requirements and not participated in 2 PSRA cycles
 - ii. Removal would be effective immediately
- b. Vote to Remove 
 - i. Brian Johnson
 - i. Brian Johnson's removal was approved unanimously, with 7 yes and 0 no
 - ii. Karson Jensen
 - i. Karson Jensen's removal was approved unanimously, with 7 yes and 0 no
 - iii. Dennis Ringler
 - i. Dennis Ringler's removal was approved unanimously, with 7 yes and 0 no

6. REALLOCATION RYAN WHITE PART A FUNDS PROPOSED BY ADMINISTRATIVE AGENT

- a. Discussion
 - i. Administrative Agent proposed to move \$65,000 from substance use residential to substance use – outpatient and mental health services
 - i. The money was underspent and not expected to be spent in substance use residential
- b. Vote to Approve Reallocation 
 - i. Motion by Barry Waller, Seconded by Daniel Ramos
 - i. The Planning Council voted to approve the reallocation unanimously, 7-0.

7. ASSESSMENT OF THE ADMINISTRATIVE MECHANISM SURVEY TOOL

- a. Discussion



- i. Barry Waller reviewed the purpose of the AAM
 - ii. The Planning Council reviewed the questions in the AAM and proposed removing redundant questions
 - b. Vote to Approve
 - i. The Planning Council voted to approve the AAM with the removal of discussed upon questions and edits, unanimously, 7-0

8. NEW SERVICE STANDARD APPROVAL

- a. Linguistic Service Standard
 - i. The Office of Support presented the Linguistic Service Standard
 - ii. Discussion of including language to require use of interpreters if possible rather than language lines
 - i. Potentially a directive rather than including a service standard
 - iii. The Planning Council voted to approve the Linguistic Service Standard, 6-1
 - i. Barry Waller – Aye, Brooks Wood – Aye, Caitlin Simmons – Aye, Daniel Ramos – Nay, Jonathan Garcia – Aye, LJ Smith – Aye, Tarik Daniels – Aye.

9. OFFICER ELECTIONS

- a. Nominee Speech
 - i. A. Daniel Ramos
- b. Cast Ballots
 - i. The Planning Council voted to elect A. Daniel Ramos as Planning Council Secretary unanimously 7-0, with 6 electronic ballot votes and 1 email vote.
- c. Staff Present Results
 - i. A. Daniel Ramos is the Planning Council Secretary.

10. COMMITTEE UPDATES

- a. Governance/Membership Committee
 - i. STAR Awards
 - i. Committee made the decision to move the STAR Awards to January to give more time for the community poll
 - ii. Graphics will be presented at next business meeting for approval
 - ii. Recruitment and Retention for Membership Reflectiveness
 - i. The committee will be discussing Consumer Advisory Boards to get more diversity in the Planning Council



- b. Executive Committee
- c. Care Strategies
 - i. No Update
- d. Strategic Planning/Needs Assessment
 - i. Service Standards Updates
 - ii. Part A Grant Updates-Discussion to Change or Keep the Same 
 - i. Minority AIDS Initiative
 - ii. Early Identification of Individuals with HIV/AIDS
- e. Finance/Allocations Committee
 - i. Assessment of the Administrative Mechanism Update
 - ii. Committee will be looking at the St Louis AAM and how they review their results

11. STAFF REPORT

- a. Administrative Agent Report
 - i. Justin Ferrill gave an update on RFAs
- b. Part B Report
 - i. Jonathan Garcia presented the Part B report
- c. Office of Support
 - i. The MAI and EIIHA population will remain the same
 - ii. The AAM will need to be completed soon
 - iii. Starting September 1st, the Planning Council can meet in person

ADJOURNMENT

Chair LJ Smith adjourned the meeting at 8:00pm 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.

For More Information on the HIV Planning Council, please contact Jaseudia Killion at (512) 972-5806.