

Versión en español a continuación.

Executive Committee Meeting of the HIV Planning Council TUESDAY, November 2, 2021

Executive Committee Meeting to be held November 2, 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 (11/01/2021 by noon).** All public comment will occur at the beginning of the meeting.

To speak remotely at the **November 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's 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 **Executive Committee Meeting of the HIV Planning Council**

TUESDAY, November 2, 2021

FECHA de la reunion (**November 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 (**11/01/2021** 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
EXECUTIVE MEETING
Tuesday, November 2, 2021, 5:00 P.M.
City Hall/ Remote Meeting
Austin, Texas**

HIV PLANNING COUNCIL MEMBERS:

Chair-L.J. Smith, Vice Chair Tarik Daniels, Secretary A. Daniel Ramos, Barry Waller, and Brooks Wood

Attendance: Brooks Wood, Barry Waller, Tarik Daniels, LJ Smith, Kodjo Dodo, Irvine Tessier, Jaseudia Killion, Matt Howrey, Deena Rawleigh

AGENDA

CALL TO ORDER

-Meeting called to order by Vice Chair Tarik at 5:02

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

-Quorum is certified by Chair LJ

2. INTRODUCTION/ANNOUNCEMENTS

-Introduction of Deena Rawleigh, the new Administrative Senior and Irvine Tessier, the Planner and CDC PHAP

3. APPROVAL OF MINUTES 

-tabled until next meeting

4. IN PERSON MEETINGS

-Jaseudia: suggestion from Glenn to look and see what areas have the highest burden: data request for the AA

- a. Discussion for how to proceed with in person meetings and having hybrid meeting models

-Tarik: What if 90% of the planning council continues to stay virtual, what is the format for that?

-Jaseudia: We can definitely do that, if we have a meeting at City Hall the City would like for the liaison to be on site. We can also get governance and membership to talk about some updates for meeting policy

- b. Discuss new meeting times and locations

-Tarik: emphasis on having meetings where the need is greater

-LJ: I agree, these meetings shouldn't be for our convenience, they should be for the consumer's convenience

-Jaseudia: Houston Tilson area is a good spot

-Barry: I had indicated in the discussion last time that I am for us going to other counties and having meetings, but last I remember the highest concentration is in Travis County by far

-Brooks: I think Barry's point with the data makes a lot of sense and I like Jaseudia's suggestion with our existing relationship with the University

-Barry: I'm just speaking for myself, but I'd like a room where we have a little social distancing space

-LJ: Absolutely

-Deena: I will add that AAC has a large multipurpose room with projector that is supposed to be open to any city department to use

c. End of the Year Strategic Planning Meeting Discussion

-Brooks: Weren't we leaning towards January?

-LJ: Yes, I'd like to see it in January

-Consensus agree they prefer January

-Jaseudia: Would incorporate virtual and in-person elements, more similar to in 2019

5. World AIDS Day

a. Discuss plans for event/day

-Jaseudia: We had a request from Delta Sigma Theta to partner with HIVPC in person funded by Delta Sigma Theta, would like to have some speaking, food, and fellowship. Will be connecting them to the planning council. Will get proclamation out to the mayor

-LJ: I want us to start in January to focus on next year so that next year's event will be interactive, in the park, and be really successful. As of this year I don't see much that we can do because we don't know what the mayor wants to do

-Jaseudia: Do you still want to do the event with Delta Sigma Theta and the event with the Aging Conference on that same day, we will pay for some members to attend that conference?

-LJ: Yes

-Brooks: We talked about this today in our committee meeting as to whether we consider these in-person engagements, the plans we currently have for January are reasonable and sound

-Barry: On World AIDS Day the US Government's theme is ending the HIV epidemic, equitable access, and everyone's voice

-Jaseudia: They would like to have a discussion and dinner format with Delta Sigma Theta because they have budget for it, we could do the proclamation there and invite other people from the community as well

6. COMMITTEE UPDATES

a. Discussion on Proceeding with each Committee's deliverables over the next few months

-Barry: In next business meeting, could make reviewing the financial report document an agenda item for the November Business meeting

b. Governance/Membership

-Brooks: Interviewed Sam Keffler and voted to approve him to the council, he has indicated a strong interest in Strategic Planning and Needs Assessment.

i. Membership Reflectiveness

ii. Recruitment and Retention

-Brooks: Taylor shared with us some events that Hill Country Ride for AIDS is doing including a gathering at Austin Beerworks on December 1st for World AIDS Day, which could provide us a tabling opportunity, and a larger kickoff on January 20th on South Congress. These could be some good opportunities for us to do some outreach.

iii. Consumer Advisory Boards

-Brooks: I suggested an email that Jaseudia could look over and refine to see if the CABs are meeting regularly and how can we best explore and farm potential planning council candidates from those existing bodies. Glenn shared that this was historically our dry period and more people join in the spring, but I'd be interested in exploring how to engage the CABs to potentially get some new candidate members

iv. STAR Awards

-Brooks: We went with option 1 for the STAR Awards, we also discussed plugging some of these graphics into the survey monkey being sent out to bring a nice energy to the survey. For the timeline we want to launch the nominations of the 15th of November and explore sending reminders through contacts and have the reward ceremony somewhere around the 15th of January depending on location and public health concerns at that point.

c. Care Strategies

-did not meet, new members waiting for approval letter from mayor

d. Finance/Allocations

-Barry: We want to keep monitoring the budget documents in the other meetings since we don't currently have quorum and our fiscal year is not that far off. 14-page document that Emily had given us of best practices, may bring to the Executive Committee, I'd be happy to talk about it in the January Executive Committee meeting

-LJ: Let's get that added to the agenda.

e. Strategic Planning/Need Assessment

-Jaseudia: did not meet, new members waiting for approval letter from mayor

i. New Chair Needed

-Jaseudia: longest standing committee member is Caitlin Simmons

f. Executive

7. HIV PLANNING COUNCIL STAFF REPORT

a. Committee Budget Requests

-Let Jaseudia know if you have any requests for the committee budget

b. Work Plan Calendar Review

c. Training Calendar Review and Recommendations

8. STAFF REPORT

a. Administrative Agent

-Justin: we are finalizing the scores from the RFA solicitation to make decisions based on awards sometime this week and will notify organizations next week

-Justin: We anticipate close to 100,000 to be moved, will finalize next week and put on agenda for next meeting agenda

b. Office of Support

-Kodjo: FTC Chairs met a couple of weeks ago and decided to pause in order to regroup and come up with a strategic plan for FTC. The Chairs will continue to meet and they hope to hold a consortium in early 2022 to relaunch FTC and come up with a short-term goal.


-Kodjo: Jaseudia has been hired into the official supervisor role

-Kodjo: Shana will be leaving at the end of the month, so we will be hiring for a public health program coordinator, so if you know anyone interested, please feel free to refer them. The application closes on November 8th.

-Adherence Conference is coming up

ADJOURNMENT

Meeting adjourned by Chair LJ Smith at 5:52

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, Executive Committee, please contact Jaseudia Killion at **(512) 972-5806**