



Versión en español a continuación.

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

**Governance/Membership 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 **Governance/Membership Committee Meeting of the HIV Planning Council** **MARTES, Noviembre 2, 2021** **FECHA de la reunion (Noviembre 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
GOVERNANCE/MEMBERSHIP MEETING MINUTES
Tuesday, November 2, 2021, 12:00 P.M.
City Hall/ Remote Meeting
Austin, Texas

GOVERNANCE/MEMBERSHIP COMMITTEE MEMBERS:

Committee Chair - Brooks Wood, Glenn Crawford (non-voting member), Rocky Lane (non-voting member), and Taylor Stockett

Attendance: Brooks Wood, Shondrea Harroon, Glenn Crawford, William Thomas, Rocky Lane, Irvine Tessier, Deena Rawleigh, Justin Ferrill, Patricia Niswander, Taylor Stockett, Rashana Raggs, Matt Howrey

MINUTES

CALL TO ORDER

- Called to order at 12:05 by Brooks Wood

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

-we have quorum

2. INTRODUCTION/ANNOUNCEMENTS

-Justin: no introductions or announcements

3. APPROVAL OF MINUTES 

-Minutes are approved unanimously

4. MEMBERSHIP AND ATTENDANCE 

a. New Member Interviews

i. Samuel Keffler

-Samuel Keffler not initially present so will table the interview; arrived later in the meeting

b. Membership Update

c. Recruitment and Retention of Members

i. Consumer Advisory Boards

-Brooks: do either Nel or Steph have a foot in the door with any of the community advisory boards we've talked about in previous meetings



-Taylor: I'm not 100% sure, I worked with both of them at ASA before, they both now work at different organizations, they might have a connection with the CABs at their current workplaces

-Brooks: ok so we have some checking in to do with them on that

-Glenn: I think that we can't directly go to agencies

-Trish: If you wanted to draft a generic letter that is something that could be done and you can work with your planning council staff to get that done. We at the AA would be happy to distribute that to subrecipients.

ii. Events and Conferences

-Brooks: Conversation with the AA to see anyone that is available to do an event or conference; I will send Jaseudia an email to hammer out a strategy moving forward

-Glenn: It's hard to recruit during the holidays, spring is usually the best time for us to recruit

-Rocky: We have a yoga and wellness event starting with kind clinic Nov 7 at the park but only people of color and limited group of others are invited. Would you like to send someone out with free items?

5. FINALIZE STAR AWARDS PLANNING

a. Graphic Designer Update

-No graphic designer update, as Jaseudia isn't present

-Option 1 (of social media banners) is preferred by planning council members

b. Update STAR Awards timeline

-Brooks: star achiever feedback should go out on November 15th

-Brooks: January entry "Business Committee: invite winners/notification of award"; close nominations on January 15th.

-Brooks: sending out reminders, through social media and through all contacts

-Brooks: February 15th for ceremony honoring STAR Achievers and nominees; need to address location, date, and any public health issues occurring at that time

c. Review STAR Awards Submission Document

-Brooks: dates need to be updated (2019 to 2021 page 5 and 6), professional is misspelled in the answer choice

-Glenn: maybe add graphics or something to survey monkey for the first few questions if possible, to make the pages more interesting than just the question; would be neat to use one of the headers from the graphics that Riley did.

6. PLANNING COUNCIL CALENDAR REVIEW

a. Committee Training Recommendations

b. Workplan Calendar Review



-Brooks: Planning on meeting in December, since calendar was not included in email and Jaseudia isn't present, will table the workplan calendar review.

-Glenn: Asking for a current calendar, have Jaseudia send it out and ask for any objections

-Brooks: and I think that should come out every month

-Glenn: It's supposed to come out after every business meeting but I don't know that that's been happening

c. Social Media Calendar

i. Membership Spotlight

-Next spotlight: Daniel Ramos

7. HIV PLANNING COUNCIL STAFF REPORT

a. Committee Budget Recommendation

-Will also be tabled, due to Jaseudia's absence

ADJOURNMENT

-Closing announcements:

-Taylor: One thing I'd like to share is the Ride is going to be having our registration launch on World AIDS Day from 6-9 and we will be doing that at an outdoor/indoor space at a brewery called Austin Beerworks, requires proof of vaccination or negative test within the last 72 hours. If you register on that day you get a free beer. Would love to see members of the planning council there.

-Glenn: this would be the perfect opportunity to table

-Taylor: another possibility to table is at our big kickoff party on Thursday January 20th. both dates are available. The kickoff party will be at the Last Stand Brewery on South Congress.

-Meeting is adjourned at 1:06 PM by Brooks Wood

⚡ 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.