



**Versión en español a continuación.**

## **Executive Committee Meeting of the HIV Planning Council TUESDAY, February 1, 2022**

### **Executive Committee Meeting to be held February 1, 2022, with Social Distancing Modifications**

Public comment will be allowed via telephone; no in-person input will be allowed. **All speakers must register in advance (1/31/2022 by noon).** All public comment will occur at the beginning of the meeting.

To speak remotely at the **February 1, 2022, 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**

**MARTES, 1 de Febrero, 2022**

**FECHA de la reunion (1 de Febrero, 2022)**

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 (**1/31/2022** 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 MINUTES  
Tuesday, February 1, 2022, 5:00 P.M.  
City Hall/ Remote Meeting  
Austin, Texas**

**HIV PLANNING COUNCIL MEMBERS:**

*Chair-L.J. Smith, Vice Chair Tarik Daniels, Barry Waller, and Brooks Wood*

**MINUTES**

**CALL TO ORDER**

Meeting called to order at 5:02pm by Tarik Daniels

Council Members in Attendance: *Vice-Chair Tarik Daniels, Barry Waller, Brooks Wood*

Council Members Absent: *Chair L.J. Smith*

Staff in Attendance: *Jaseudia Killion, Deena Rawleigh, Matthew Howrey, Irvine Tessier, Kodjo Dodo*

Administrative Agent: *Justin Ferrill, Ken Martin, Patricia Niswander*

Community Members: *Stacey Martinez*

Presenters: *None*

Guests: *None*

Citizen Communication: *None*

**CITIZEN COMMUNICATION**

The first 10 speakers signed no later than noon on **1/31/2022** will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

**1. CERTIFICATION OF QUORUM**

- Quorum certified

**2. INTRODUCTION/ANNOUNCEMENTS**

- a. Call for nominations for Secretary
  - Deadline is February 23<sup>rd</sup>
  - Email support staff with nominations




### 3. APPROVAL OF MINUTES

- a. December 7<sup>th</sup> 2021
  - Approved as is

### 4. YEARLY KICKOFF MEETING PLANNING

- Survey has been sent out with proposed dates
- Feb. 21<sup>st</sup> and 28<sup>th</sup> are leading preferred dates
- Agenda items needed
  - Training – possibly on integrated planning
  - Discuss and prioritize recommendations from System of Care Analysis Report
  - Revisit MOU, bylaws

### 5. COMMITTEE UPDATES

- a. Proposed committee mergers 
  - i. Governance/Membership and Care Strategies
  - ii. Finance/Allocations and Strategic Planning/Needs Assessment
- Barry Waller: I move that we merge committees, at least on a temporary basis. Those committees would be Governance and Membership, and Care Strategies; and the second one would be Finance/Allocations and Strategic Planning/Needs Assessment.
- Brooks Wood: I second that.
  - Tarik Daniels: Aye
  - Brooks Wood: Aye
  - Barry Waller: Aye
- Vote passes
- Committee times will be set after feedback from members
- b. Governance/Membership
  - i. Membership Reflectiveness
    - Jaseudia Killion will attend Women Rising virtual meeting, all Council members are invited
    - Reflectiveness survey will go out this month
  - ii. STAR Awards
    - Survey will launch on Feb. 15<sup>th</sup>
    - Will reconvene on March 15<sup>th</sup> to assess number of nominations, decide Awards date
    - Open to public
- c. Finance/Allocations
  - Committee did not meet
  - Barry Waller met with Office of Support to discuss best practices document from city of St. Louis
  - Staff will make contact with St. Louis staff, document will later be discussed at committee level
  - New coordinator will be coming from St. Louis



d. Strategic Planning/Needs Assessment

- Did not meet

e. Executive

- Merger decided

f. Care Strategies

- Did not meet

**6. ADMINISTRATIVE AGENT REPORT**


- Ken Miller – new grants program manager
- Kim Nguyen and Melisa Carillo – new grants coordinators
- 3 positions posted
- Notice of Award received
  - Feb. 17<sup>th</sup> – Council will consider contracts to execute in next grant year

**7. HIV PLANNING COUNCIL STAFF REPORT**

- HIV Planner position will be posted soon
- Will reach out to committee chairs about upcoming meeting agendas
- Please reach out for purchasing requests – able to purchase PPE
  - Must be made by Feb. 28<sup>th</sup>
  - Staples gift cards are able to be used
- Conferences coming up – please reach out if interested in attending
- Fast Track Cities relaunch Feb. 24<sup>th</sup>

**ADJOURNMENT**

*Adjourned at 5:50pm by Tarik Daniels*

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**