



Business Committee Meeting of the HIV Planning Council Monday, February 28, 2022

The Business Committee Meeting to be held 2/28/2022 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** (2/27/2022 by Noon). All public comment will occur at the beginning of the meeting.

To speak remotely at the February 28, 2022 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 (Lunes, 28 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 (**2/27/2022** 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.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>



**AGENDA
HIV PLANNING COUNCIL
BUSINESS COMMITTEE MEETING MINUTES
Monday, February 28, 2022, 6:00 P.M.
Remote via Teams**

HIV PLANNING COUNCIL MEMBERS:

Chair L.J. Smith, Vice-Chair Tarik Daniels, Caitlin Simmons, Barry Waller, Brooks Wood, Glenn Crawford, Non-Voting, Jonathan Garcia, and Rocky Lane, Non-Voting, Nel-Marinel Hernandez, Steph Adler, Sam Keffler

MINUTES

CALL TO ORDER

Meeting called to order at 6:02pm by Tarik Daniels

Council Members in Attendance: *Vice-Chair Tarik Daniels, Barry Waller, Brooks Wood, Glenn Crawford, Nel-Marinel Hernandez, Caitlin Simmons, Steph Adler, Rocky Lane, Jonathan Garcia*

Council Members Absent: *Chair L.J. Smith, Sam Keffler*

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

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

Community Members: *Aubrey Braglia, Stacey Martinez*

Presenters: *none*

Guests: *none*

Public Communication: *none*

PUBLIC COMMUNICATION

The first 10 speakers signed up no later than noon on **2/27/2022** 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. Introductions

- Aubrey Braglia – former council member, working with Vivent as grant supporting manager
- Sam Keffler has received mayoral approval letter



3. APPROVAL OF MINUTES

- a. January 24th, 2022
 - Approved unanimously with edits
- b. February 22nd, 2022
 - Approved unanimously with edits

4. CONFLICT OF INTEREST DECLARATIONS

- a. Members will declare conflict of interest with relevant agenda items, service categories, and/or service standards
 - Tarik Daniels – medical case management, non-medical case management, non-medical case management MAI
 - Caitlin Simmons – food bank, medical nutrition therapy, health insurance assistance program, oral health, early intervention services, non-medical case management, medical case management, non-medical case management MAI, medical case management MAI, EIS MAI
 - Steph Adler – Mental health services
 - Updates to conflicts next month

5. PRESENTATION FROM PRIDE HEALTH

- Tabled

6. SPECIAL ELECTION FOR SECRETARY

- a. Nominee – Caitlin Simmons
 - Passed unanimously
 - Barry Waller moves to approve Caitlin Simmons as Secretary via vote of Planning Council with eight positive votes
 - Brooks Wood seconds
 - None opposed

7. IN-PERSON MEETINGS

- a. Discussion
 - Will continue to be hybrid virtual
 - Would like to be Stage 1, social distance
 - N95s available from Office of Support
 - Can revisit after trial period



- Possibly limit number of in-person attendees

8. PROPOSED WORKPLAN CALENDAR

- a. Discussion
- b. Vote for approval
 - Approved unanimously with edits

9. NEEDS ASSESSMENT SURVEY

- a. Discussion
 - Field version focus on unknown status, unmet need
 - Service provider version focuses on those in care
 - Will have some deeper dives on certain questions during follow-ups
 - Spanish version will be available, Burmese is possible third language
- b. Vote to approve any edits
 - Approved unanimously with edits

10. COMMITTEE UPDATES

- a. Governance/Membership and Care Strategies Committee
 - First combined meeting tomorrow
 - i. STAR Awards
 - 12 nominations so far, only 3 for community STAR
 - ii. Recruitment and Retention for Membership Reflectiveness
 - Jaseudia and Irvine attended Women Rising
 - Gave presentation
 - Some interest from members in joining Planning Council
 - Membership reflectiveness survey will be going out this week
- b. Executive Committee
 - No updates at this time
- c. Finance/Allocations and Strategic Planning/Needs Assessment Committee
 - Had first combined meeting
 - Discussed PSRA, AAM, St. Louis document (best practices)
 - May have further recommendations after reviewing St. Louis document

11. STAFF REPORT



- a. Administrative Agent Report
 - City Council approved contracts for new grant year, starting to develop and negotiate those
 - March 1st is start of new grant year for Ryan White
 - Peer support launches
 - Totals not complete yet, not all transactions completed yet, should be done by March 15th
 - Will try to present at Finance/Allocations on March 16th, if possible
- b. Part B Report
- c. Office of Support
 - Hiring for HIVPC planner and FTC coordinator
 - Send any items for monthly digest to Office of support
 - FTC has been relaunched – actively recruiting members for workgroups
 - i. Conferences
 - i. Sam Keffler – National Latinx Conference, Albuquerque, NM
 - ii. Tarik Daniels – HIV Biomedical Conference, Chicago IL
 - iii. Requests
 - 1. Nel-Marinel Hernandez – USCHA, San Juan, PR
 - 2. Tarik Daniels – USCHA, San Juan, PR
 - 3. Barry Waller – National Ryan White Conference, Denver, CO
 - 4. Sam Keffler – HIV Biomedical Conference, Chicago IL, and National Ryan White Conference, Denver, CO
 - Most will only be able to travel once
 - Ryan White does limit number of attendee

ADJOURNMENT

Adjourned at 7:38pm 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, please contact Jaseudia Killion at (512) 972-5806.