



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

The Business Committee Meeting to be held 3/28/2022 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** (3/27/2022 by Noon). All public comment will occur at the beginning of the meeting.

To speak remotely at the March 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 Marzo, 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 (**3/27/2022** 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, March 28, 2022, 6:00 P.M.
Remote via Teams**

HIV PLANNING COUNCIL MEMBERS:

Chair L.J. Smith, Vice-Chair Tarik Daniels, Secretary 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, Secretary Caitlin Simmons, Barry Waller, Brooks Wood, Nel-Marinel Hernandez, Glenn Crawford, Sam Keffler, Steph Adler, Jonathan Garcia*

Council Members Absent: *Rocky Lane*

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

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

Community Members:

Presenters: *Katie Horstman, Mandy DeMayo, Stacey Martinez*

Guests: *Sharon Zaldivar, Yajaira Saldivar, Brianna Yett, Aubrey Braglia, Esteban Garza, Shabaura Perryman, on the phone: (512) 576-1820*

Public Communication: *none*

PUBLIC COMMUNICATION

The first 10 speakers signed up no later than noon on **3/27/2022** will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

1. CERTIFICATION OF QUORUM

- Certified

2. INTRODUCTION/ANNOUNCEMENTS

- a. Introductions



- Aubrey Braglia – grant reporting manager at Vivent
- Brianna Yett – prospective council member
- Katie Horstman – Housing and Planning department, presenting on federal funding for housing and development grants
- Sharon Zaldivar – new Part B planner
- Stacey Martinez – Community Action
- b. Special elections
 - Both Chair and Vice-Chair positions are at end of term, elections will be held next month, nominations for Chair being accepted
 - Executive committee will decide how to proceed on having two vacancies at the same time

3. APPROVAL OF MINUTES 🚩

- a. February 28th, 2022
 - Approved with edits

4. CONFLICT OF INTEREST DECLARATIONS

- a. Members will declare conflict of interest with relevant agenda items, service categories, and/or service standards
 - Caitlin Simmons – Food bank, medical nutrition therapy, health insurance assistance program, oral health care, medical case management, non-medical case management, non-medical case management MAI, early intervention services, early intervention services MAI, outpatient ambulatory health services, medical transportation, linguistic services
 - Tarik Daniels – medical case management, non-medical case management, peer support
 - Steph Adler – mental health services, EIS, non-medical case management, medical case management, emergency financial assistance

5. PRIORITY SETTING AND RESOURCE ALLOCATION (PSRA)

- a. Office of Support overview of PSRA
 - Planning Council establishes priorities of allocation of funds within service categories
 - Makes recommendations to administrative agent (AA) who manages procurement process
 - Planning council/planning body interchangeable terms
 - Documented agreement on how to proceed with PSRA process
 - Decisions must be based on data
 - Council may also create directives for recipients of funding
- b. Vote to approve PSRA tool and data summary 🚩
 - Vote on process



- Tarik Daniels – aye
- Barry Waller – aye
- Brooks Wood – aye
- Caitlin Simmons – aye
- Nel Hernandez – aye
- Jonathan Garcia – aye
- Sam Keffler – aye
- Steph Adler – aye
- Passed unanimously
- Vote on data gathering
 - Tarik Daniels – aye
 - Barry Waller – aye
 - Brooks Wood – aye
 - Caitlin Simmons – aye
 - Nel Hernandez – aye
 - Jonathan Garcia – aye
 - Sam Keffler – aye
 - Steph Adler – aye
 - Passed unanimously

6. PRESENTATION FROM HOUSING AND PLANNING DEPARTMENT

- Presented by Katie Horstman and Mandy DeMayo
- Action plan for grants related to housing and community services
- Overview of last year's performance, seeking feedback for this year's plan
- Action plan available for comment through speakupaustin.org
- Council would like more information from Homelessness Assistance Fund
 - Housing and Planning has purchased 4 hotels for conversion, but most homeless programs are administered through APH
 - Hotel/motel assistance from HOPWA funds has been spent, ending after this year at federal level
- HOPWA funds should be increasing this year

7. COMMITTEE UPDATES



- a. Governance/Membership and Care Strategies Committee
 - i. STAR Awards
 - 12 professional nominees, 2 community nominees
 - Facebook ads posted
 - ii. Recruitment and Retention for Membership Reflectiveness
 - Jaseudia and Irvine gave presentation to Women Rising
 - Need suggestions for state employee to serve
 - Also need recently incarcerated member
- b. Executive Committee
 - Upcoming conference requests discussed
- c. Finance/Allocations and Strategic Planning/Needs Assessment Committee
 - Made edits to PSRA documents
 - Gift cards for needs assessment will be available soon

8. STAFF REPORT

- a. Administrative Agent Report
 - Received EHE grant from HRSA
 - Planning for media campaign, working with ad agency
 - Community engagement group convened to provide feedback
 - Reach out to AA for meeting information
- b. Part B Report
 - In process of getting contracts out, scheduling monitoring visits
 - New contracts start in April
- c. Office of Support
 - Interviews for part A planner this week, chair or vice-chair will be on panel
 - Official request for gift cards submitted
 - Goal to start virtual surveys by April 18th
 - Accepting volunteers to help administer survey online
 - i. Fast Track Cities update
 - Matt will be delivering these updates
 - FTC workgroups have met for first time
 - Looking to engage pharmacies/pharmacists
 - ii. Ending the HIV Epidemic update
 - Anjelica will be delivering these starting next month
 - Peer support kicking off
 - Houston HIVPC will have meeting on March 31st, would like to add another pillar to EHE, PC should attend

ADJOURNMENT



Adjourned at 7:48pm 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.