



**Versión en español a continuación.**

## **Executive Committee Meeting of the HIV Planning Council TUESDAY, April 5, 2022**

### **Executive Committee Meeting to be held April 5, 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 (4/4/2022 by noon).** All public comment will occur at the beginning of the meeting.

To speak remotely at the **April 5, 2022, HIV Planning Council Executive Committee 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, 5 de Abril, 2022**

**FECHA de la reunion (5 de Abril, 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 (**4/4/2022** 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, April 5, 2022, 5:00 P.M.  
Remote Meeting via Teams  
Austin, Texas**

**HIV PLANNING COUNCIL MEMBERS:**

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

**MINUTES**

**CALL TO ORDER**

Meeting called to order at 5:05pm by Secretary Caitlin Simmons

Council Members in Attendance: *Secretary Caitlin Simmons, Barry Waller, Brooks Wood*

Council Members Absent: *Chair LJ Smith, Vice Chair Tarik Daniels*

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

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

Community Members: *None*

Presenters: *None*

Guests: *None*

Public Communication: *None*

**MINUTES**

**PUBLIC COMMUNICATION**

The first 10 speakers signed up no later than noon on **4/4/2022** 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

- Julia Herrera – new grants coordinator for HRAU, taking over HOPWA grant



### 3. 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

### 4. APPROVAL OF MINUTES

- a. March 1<sup>st</sup>, 2022
  - Approved with edit

### 5. SPECIAL ELECTION

- a. Process discussion
  - Chair and Vice Chair terms both ending
  - Call for nominees for Chair took place at last Business meeting
  - Committee would like to vote on Chair first, then Vice Chair after Chair has been filled

### 6. IN-PERSON MEETINGS

- a. Discussion
  - Able to meet in person as early as this month
  - Need to check on room availability
  - No restrictions on meetings
  - Can have quorum present virtually or in person
  - Council members need to RSVP in advance for in person meetings for food orders

### 7. COMMITTEE UPDATES

- a. Governance/Membership and Care Strategies
  - i. Membership Reflectiveness
    - Only lacking in 4 HRSA required categories
      - State Medicaid agency, formerly incarcerated, Part D, and Part C
      - No timeframe for formerly incarcerated individual
  - ii. STAR Awards
    - Sponsored posts are generating engagement
    - Deadline for nominations is 4/15, next STAR awards meeting will be 4/19
- b. Finance/Allocations and Strategic Planning/Needs Assessment
  - Gearing up for PSRA
  - Looking at St. Louis AAM
  - Looking at Needs Assessment
  - Barry attended a Houston work group around quality of life, adding a pillar to EHE



## **8. ADMINISTRATIVE AGENT REPORT**


- Contract management system received upgrade, causing issues and delays in contract execution

## **9. HIV PLANNING COUNCIL STAFF REPORT**

- Would like to encourage Council members to join FTC and HIV Syndicate
- a. Administering needs assessment survey
  - i. Volunteers needed
    - Help needed Tuesdays and Thursdays, initially virtually
    - Spanish speakers especially needed
    - Email Office of Support for more information

## **ADJOURNMENT**

*Adjourned at 5:44pm by Caitlin Simmons*

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**