

Versión en español a continuación.

**Finance/Allocations and Strategic Planning/Needs Assessment Committee Meeting of the HIV Planning Council
WEDNESDAY, April 20, 2022**

Finance/Allocations and Strategic Planning/Needs Assessment Committee Meeting to be held on April 20, 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 (04/19/2022 by noon).** All public comment will occur at the beginning of the meeting.

To speak remotely at the **April 20, 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 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 **Finance/Allocations Meeting of the HIV Planning Council**

Miercoles, 20 de Abril, 2022

FECHA de la reunion (20 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 (**04/19/2022** 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
FINANCIAL/ALLOCATIONS AND STRATEGIC PLANNING/NEEDS ASSESSMENT
COMMITTEE MEETING MINUTES
WEDNESDAY, APRIL 20, 2022
6:00 PM-8:00 PM
REMOTE VIA TEAMS**

**FINANCIAL/ALLOCATIONS AND STRATEGIC PLANNING/NEEDS ASSESSMENT
COMMITTEE MEMBERS:**

Committee Chair – Barry Waller, Tarik Daniels, Caitlin Simmons, Sam Keffler

MINUTES

CALL TO ORDER

Meeting called to order at 6:05pm by Barry Waller

Council Members in Attendance: *Committee Chair Barry Waller, Caitlin Simmons, Sam Keffler*

Council Members Absent: *Tarik Daniels*

Staff in Attendance: *Deena Rawleigh, Irvine Tessier*

Administrative Agent: *Justin Ferrill, Ken Martin*

Community Members: *none*

Presenters: *none*

Guests: *none*

Public Communication: *none*

PUBLIC COMMUNICATION

The first 10 speakers signed up no later than noon on **04/19/2022** 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

- Call for nominations for Chair
- June 27th – National HIV Testing Day

3. APPROVAL OF MINUTES

- a. March 16th, 2022
 - Tabled until next meeting

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

5. FINANCE/ALLOCATIONS

- **Tabled until staff available to present**
- a. Priority Setting and Resource Allocation (PSRA)
- b. Assessment of Administrative Mechanism (AAM)
 - i. AAM Review
 - ii. St. Louis AAM Assessment Tool

6. STRATEGIC PLANNING/NEEDS ASSESSMENT

- **Tabled until staff available to present**
- a. Review Survey Administering report

7. ADMINISTRATIVE AGENT REPORT

- New grant period started March 1st, no contracts executed yet
- Experiencing delays with new contract management system
- Agencies able to back-bill to March 1st despite delays
- Staffing
 - HOPWA grants coordinator – Julia Herrera
 - EHE research analyst – Raju Ghimire
 - Quality management coordinator starting Monday
 - Financial analyst position – start May 9th
 - Grants coordinator Ryan White Part C – start May 9th
 - Nancie Putnam will be leaving at the end of May
- Evaluating systems to replace Take Charge Texas
 - Not obligated to report due to not being a recipient of Part B funding
 - FTC workgroup would like briefing on TCT system or new system
 - APH uses e-Clinical Works
- Collaborative Research helping with CQM program
 - Help to revise service standards
 - Should coordinate with Care Strategies committee

8. OFFICE OF SUPPORT STAFF REPORT

- **Tabled until staff available to report**
- Sam Keffler – motion to table agenda items 3, 5, 6, 8 until Jaseudia Killion is able to return 
- Caitlin Simmons – second
 - Barry Waller – aye

- Caitlin Simmons – aye
- Samuel Keffler – aye
- Passes unanimously

ADJOURNMENT

Adjourned at 6:29pm by Barry Waller

 *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, Allocations Committee, please contact Jaseudia Killion at (512) 972-5806.