



***HIV PLANNING COUNCIL***  
**GOVERNANCE/MEMBERSHIP AND CARE STRATEGIES COMMITTEE MEETING**  
**MINUTES**  
***TUESDAY, SEPTEMBER 6, 2022***

The HIV PLANNING COUNCIL convened in a GOVERNANCE/MEMBERSHIP AND CARE STRATEGIES COMMITTEE meeting on TUESDAY, SEPTEMBER 6, 2022, at 6310 WILHELMINA DELCO DRIVE in Austin, Texas.

Glenn Crawford called the HIV PLANNING COUNCIL GOVERNANCE/MEMBERSHIP AND CARE STRATEGIES COMMITTEE Meeting to order at 6:07 p.m.

Planning Council Members in Attendance:

Planning Council Members in Attendance Remotely: Steph Adler, Glenn Crawford, Jonathan Garcia

**PUBLIC COMMUNICATION: GENERAL**

None

**APPROVAL OF MINUTES**

1. Approve the minutes of the HIV PLANNING COUNCIL GOVERNANCE/MEMBERSHIP AND CARE STRATEGIES MEETING on 8/2/2022

The minutes from the meeting of 8/2/2022 were approved on Glenn Crawford's motion, Steph Adler second on a 3-0 vote. For: Glenn Crawford, Steph Adler, Jonathan Garcia. Against: None. Abstain: None. Absent: Nel-Marinel Hernandez, Rocky Lane

**CONFLICT OF INTEREST DECLARATIONS**

2. Members will declare conflict of interest with relevant agenda items, service categories, and/or service standards

**Steph Adler – mental health services, early intervention services, non-medical case management, medical case management, emergency financial assistance**

**STAFF BRIEFINGS**

3. Introductions/Announcements


**Executive Committee was cancelled due to lack of quorum, which pushes back Chair elections. Nominations can be accepted until September 29<sup>th</sup>.**

4. Office of Support staff report  
**Needs assessment is being administered, volunteers still needed.**


## **DISCUSSION AND ACTION ITEMS**

5. Discussion and approval of New Member Orientation materials 

**Committee would like to add availability of electronic devices for new members to orientation as well as promotional materials. They would also like to look into translation services, an ad hoc committee for non-English speakers, and a youth committee.**

6. Discussion and approval of Emergency Financial Assistance service standard 

**Administrative Agent has separate Service Performance Catalog that needs to match EFA service standard approved by Planning Council. Project Officer will need to be consulted on updates to Performance Catalog.**

7. Discussion and approval of new member interviews 

**None at this time. Recruitment drive planned for spring 2023.**

8. Discussion of membership update and reflectiveness

**No new members. We are still in need of State/Medicaid agency, formerly incarcerated PWH, Part C, and Part D members.**

9. Discussion and review of member attendance

**No members are out of compliance.**

10. Discussion of social media calendar

**Nel's highlight will be moved to October, and Jonathan's will be moved to September. Steph will be highlighted in November. Office of Support will contact Sharon and Kristina about being highlighted in December.**

11. Discussion of budget recommendations

**Advertising opportunities on Facebook.**

12. Discussion of training recommendations

**Barry Waller will be presenting on HIV and Aging in September. Committee members would like trainings on intersex PLWH, IV drug use and harm reduction strategies**

13. Discussion and review of workplan calendar

**See future agenda items.**

#### **FUTURE AGENDA ITEMS**

**New draft of New Member Orientation materials with addition of electronic device availability. Update on Performance Catalog edits from Project Officer and Collaborative Research for EFA standard. Discussion of social media recruitment posts and marketing/recruitment strategies. Review of childcare service category. Resource inventory review.**

#### **ADJOURNMENT**

**Glenn Crawford adjourned the meeting at 7:35 p.m. without objection.**

**The minutes were approved at the 10/4/2022 meeting on Nel-Marinel Hernandez's motion, Jonathan Garcia second on a 3-0 vote.**