



***HIV PLANNING COUNCIL
REGULAR MEETING MINUTES
MONDAY, OCTOBER 24, 2022***

The HIV PLANNING COUNCIL convened in a REGULAR meeting on MONDAY, OCTOBER 24, 2022, at 6310 WILHELMINA DELCO DRIVE in Austin, Texas.

Barry Waller called the HIV PLANNING COUNCIL Meeting to order at 6:06 p.m.

Planning Council Members in Attendance:

Planning Council Members in Attendance Remotely: Interim Chair Tarik Daniels, Steph Adler, Glenn Crawford (non-voting), Kristina McClendon, Barry Waller, Sharon Zaldivar Alatorre

PUBLIC COMMUNICATION: GENERAL

None

APPROVAL OF MINUTES

1. Approve the minutes of the HIV PLANNING COUNCIL SPECIAL-CALLED MEETING on 9/26/2022
The minutes from the meeting of 9/26/2022 were approved on Steph Adler's motion, Barry Waller second on a 7-0 vote. For: Tarik Daniel, Steph Adler, Jonathan Garcia, Nel-Marinel Hernandez, Kristina McClendon, Barry Waller, Sharon Zaldivar Alatorre. Abstain: None. Absent: Caitlin Simmons.

CONFLICT OF INTEREST DECLARATIONS

2. 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, peer support, community health worker, medical transportation, linguistic services, medical case management MAI, health insurance premium cost sharing assistance, emergency financial assistance

Steph Adler – mental health services, EIS, non-medical case management, medical case management, emergency financial assistance

STAFF BRIEFINGS

3. Introductions/Announcements

Yajaira Saldivar – Grants manager for HIV and sexual health at Community Care.

4. Office of Support Staff Report

Update given by Jaseudia Killion. 134 Needs Assessment surveys left to complete. Flor Hernandez will perform analysis when surveys are complete. Recruitment and retention plan next area of focus. Notify staff of any conferences council members would like to attend.

5. Fast Track Cities Report

Update given by Edgar Rodriguez. Prevention workgroup are organizing trainings on PrEP. Testing and Rapid Linkage workgroup met with Ending the HIV Epidemic (EHE) partners for updates on programs. The Retention and Re-engagement workgroup are working with UT pharmacy students to create a survey for pharmacists. The Social Determinants of Health and Equity workgroup updated their objectives for the priority area. Grant Readiness workgroup met for the first time in October.


6. Part B Report

Update given by Jonathan Garcia. No administrative/management updates. Everything is within variance except Early Intervention Services, Non-Medical Case Management, and Food Bank.

7. Administrative Agent Report and Response to Assessment of the Administrative Mechanism (AAM)

Update given by Justin Ferrill. Overall spending at 47.65% expended. Some categories overspent; others underspent. In response to AAM: first request for proposals in ten years, staff turnover, issues with contract management system caused delays in contract execution. Such delays are not expected to affect process in the future. Casting call for EHE media campaign.

DISCUSSION AND ACTION ITEMS

8. Discussion and approval of 2023 Yearly Kickoff Meeting 

Polls for dates and agenda items will be sent out by Office of Support.

9. Discussion of reallocations

Overview of reallocation policy given by Jaseudia Killion. Office of Support will contact Finance/Allocation committee members about reallocation request.

10. Discussion and approval of edits to Provider Capacity and Capabilities Survey 

Overview given by Jaseudia Killion. Survey last administered in 2021. Office of Support recommends sending out survey again for new information.

11. Discussion of Integrated Plan

Overview given by Jaseudia Killion. Office of Support is drafting components of plan and will consult with JSI. Plan will be presented at World AIDS Day event.

12. Discussion and approval of Chair election 

Discussion of electing a Chair that will not be able to serve entire term versus changing the bylaws to allow a conflicted member to serve as Chair.

The motion to approve Barry Waller as Chair of HIV Planning Council was approved on Tarik Daniels' motion, Steph Adler second in a 7-0 vote. For: Tarik Daniel, Steph Adler, Jonathan Garcia, Nel-Marinel Hernandez, Kristina McClendon, Barry Waller, Sharon Zaldivar Alatorre. Abstain: None. Absent: Caitlin Simmons.


13. Discussion and approval of Bylaws amendments for Article 4: Officers and Section 3.7:

Attendance 

No changes to Article 4.

The motion to approve amend 3.7(B) to add religious holidays and serious illness or injury of an immediate family member for excused absences was approved on Barry Waller's motion, Tarik Daniels' second on a 7-0 vote. For: Tarik Daniel, Steph Adler, Jonathan Garcia, Nel-Marinel Hernandez, Kristina McClendon, Barry Waller, Sharon Zaldivar Alatorre. Abstain: None. Absent: Caitlin Simmons.

The motion to apply these excused absences retroactively was approved on Barry Waller's motion, Tarik Daniels' second on a 7-0 vote. For: Tarik Daniel, Steph Adler, Jonathan Garcia, Nel-Marinel Hernandez, Kristina McClendon, Barry Waller, Sharon Zaldivar Alatorre. Abstain: None. Absent: Caitlin Simmons.

14. Discussion of recommendations for Planning Council budget 

Tabled

15. Discussion of World AIDs Day- December 01, 2022

Tabled

16. November Meeting Date

Meeting will be held on November 28th, 2022.

COMMITTEE UPDATES

1. Governance/Membership and Care Strategies Committee
Tabled
2. Executive Committee
Tabled
3. Finance/Allocations and Strategic Planning/Needs Assessment Committee
Tabled

FUTURE AGENDA ITEMS

Update on why Linguistics services aren't being spent. Tabled items from this meeting.

ADJOURNMENT

Interim Chair Tarik Daniels adjourned the meeting at 8:03 p.m. without objection.

The minutes were approved at the 11/28/2022 meeting on Steph Adler's motion, Rocky Lane second on a (8-0) vote.