



***HIV PLANNING COUNCIL***  
**GOVERNANCE/MEMBERSHIP AND CARE STRATEGIES COMMITTEE MEETING**  
**MINUTES**  
***TUESDAY, NOVEMBER 1, 2022***

The HIV PLANNING COUNCIL convened in a GOVERNANCE/MEMBERSHIP AND CARE STRATEGIES COMMITTEE meeting on TUESDAY, NOVEMBER 1, 2022, at 6310 WILHELMINA DELCO DRIVE in Austin, Texas.

Jonathan Garcia called the HIV PLANNING COUNCIL GOVERNANCE/MEMBERSHIP AND CARE STRATEGIES COMMITTEE Meeting to order at 6:03 p.m.

Planning Council Members in Attendance:  
Planning Council Members in Attendance Remotely: Committee Chair Nel-Marinel Hernandez, Steph Adler, 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 10/4/2022  
The minutes from the meeting of 10/4/2022 were approved on Jonathan Garcia's motion, Steph Adler second on a 3-0 vote. For: Nel-Marinel Hernandez, Steph Adler, Jonathan Garcia. Against: None. Abstain: None. Absent: Glenn Crawford, 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

**Recruitment opportunities for Lone Star event.**


4. Office of Support staff report

**Update given by Jaseudia Killion. Janee will move forward with recruitment and retention plan. Vacant HRSA categories are the priority for recruitment. Needs Assessment survey is 80% complete. Integrated plan will be the next project.**

### **DISCUSSION AND ACTION ITEMS**

5. Collaborative Research findings and discussion

**Overview given by Thomas Rodriguez-Schucker and Deryck Jackson from Collaborative Research.**

6. Discussion and approval of Service Standards updates 

**Tabled for further discussion. Administrative Agent (AA) won't be implementing until next fiscal year. Collaborative Research would like at least one month to conduct technical assistance training and focus groups. AA would like full council to vote on this in January.**

7. Discussion of Resource Inventory

**New resources and formatting will need to be implemented. Council members are encouraged to send resource information to Office of Support.**

8. Discussion of Childcare Service Category funding

**Committee would like to know feasibility of neighbors, family members, etc. being able to apply for funds for providing childcare, either going through a subrecipient, or other alternatives. Clarity needed from project officer (PO).**

9. Discussion of Recruitment and Retention Plan

**Overview given by Janee Zavala. Flyers have been drafted, swag is being discussed, suggestions welcome.**

### **FUTURE AGENDA ITEMS**

10. Discussion and review of workplan calendar

**Discussion of service standards updates. Update from PO on childcare funding. Office of Support will send out poll for January meeting, committee will not meet in December.**

**ADJOURNMENT**

**Jonathan Garcia adjourned the meeting at 7:30p.m. without objection.**

**The minutes were approved at the 1/10/2023 meeting on Nel-Marinel Hernandez's motion, Jonathan Garcia second on a 4-0 vote.**