



***HIV PLANNING COUNCIL
REGULAR MEETING MINUTES
MONDAY, NOVEMBER 28, 2022***

The HIV PLANNING COUNCIL convened in a REGULAR meeting on MONDAY, NOVEMBER 28, 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: Barry Waller, Tarik Daniels, Caitlin Simmons, Steph Adler, Glenn Crawford (non-voting), Jonathan Garcia, Nel-Marinel Hernandez, Rocky Lane, Kristina McClendon, 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, Rocky Lane second on a 7-0 vote. For: Barry Waller, Tarik Daniels, Caitlin Simmons, Steph Adler, Nel-Marinel Hernandez, Kristina McClendon, Sharon Zaldivar Alatorre. Abstain: Jonathan Garcia. Absent: None.

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

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

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

STAFF BRIEFINGS

3. Introductions/Announcements

World AIDS Day (WAD) is December 1st at the Permitting and Development Center.

4. Office of Support Staff Report

Update given by Jaseudia Killion and Janee Zavala. Latinx conference is coming up in the spring. Needs Assessment survey is closed. Flor Hernandez has started the analysis. The integrated plan draft will be out before WAD. Ken Martin will take some Planning Council swag items to an event prior to WAD. Sharon Zaldivar will be the member spotlight for December.

5. Fast Track Cities Report

Update given by Edgar Rodriguez. Prevention workgroup looking for responses to survey on PrEP. Testing and Rapid Linkage to Care finished a survey about barriers to antiretroviral therapy (ART) care. There will be a breakout workgroup to gather resources for ART in one place and engage medical bodies in taking on these protocols. The Retention and Reengagement workgroup has engaged PhD students at UT in pharmacy to create a needs assessment for pharmacies. Social Determinants of Health and Equity workgroup is looking at engaging LGBTQ+ organizations, and broader organizations that affect social determinants. They are also looking into an implicit bias test for organizations and follow-up training.

6. Part B Report


Update given by Sharon Zaldivar Alatorre. No administration/management updates. 58% of contract year has expired with 40% of Ryan White funds being used. 58% of contract year has expired with 46% of State R funds being used. 17% of contract year has expired with 17% of State Services funds being used. Early Intervention Services, Emergency Financial Assistance, and Local AIDS Pharmaceutical Assistance are out of variance. Allocations are being reviewed for these categories. Non-medical case management is out of variance, but will utilize 340(B) funds when Ryan White funds expire. Food Bank is out of variance. Providers are being reached out to about this variance.

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

Update given by Ken Martin. AA is fully staffed, and is in the process of hiring a new administrative assistant. An expedited reallocation was performed for Mental Health Services, Medical Transportation, and Linguistics Services funds into Outpatient Ambulatory Health Services and Emergency Financial Assistance (EFA). There was

also a rapid reallocation moving funds from EFA into Health Insurance Premium and Cost Sharing. Funds are 54% spent, which is close to being on track. A client satisfaction survey will run through the end of the year. The CQM plan is being reviewed. Subrecipient site visits are being planned for December. A new data management system is in the process of being purchased.


DISCUSSION AND ACTION ITEMS

8. Discussion and approval of 2023 Yearly Kickoff Meeting 

The Kickoff meeting is the yearly strategic planning meeting. Office of Support will send out a survey to Planning Council members with prospective dates. Council members are encouraged to suggest trainings and topics.

9. Discussion of Integrated Plan 

Integrated Plan is due December 9th. HRSA wants a collaborative plan between Planning Council, Ending the HIV Epidemic (EHE), and Fast Track Cities (FTC). It will cover 2023-2026. The Letters of Concurrence from community partners will need to be submitted, as well. EHE will submit the plan to the CDC. The Integrated Plan is an assessment of the HIV community within the Austin transitional grant area (TGA) with recommendations and goals for providers, agencies, and members of the community to help combat the HIV epidemic.

10. Discussion of recommendations for Planning Council budget 

Overview given by Jaseudia Killion. Updated version will be available in January. No notes from Planning Council at this time.

11. Discussion of World AIDs Day, December 01, 2022

World AIDS Day (WAD) event will be in person with food, a panel discussion, and other activities. Virtual attendance is also available. There will be a short meeting before the event.

COMMITTEE UPDATES

12. Governance/Membership and Care Strategies Committee

Update given by Janee Zavala and Nel-Marinel Hernandez. The Recruitment and Retention plan has been implemented with a focus on filling required vacancies. The Resource Inventory is in the process of being updated. Nel is working with Goodwill on outreach for the formerly

incarcerated population. HIVPC swag has been ordered and some has already arrived. Nel has reached out to the AIDS quilt memorial about involvement in WAD. Nel would also like to look into Community Impact as a place to advertise and recruit.

13. Executive Committee

Executive Committee last met in October and will not meet for the rest of the year. In October, the committee discussed WAD, the Integrated Plan, and the AA report.

14. Finance/Allocations and Strategic Planning/Needs Assessment Committee

The committee discussed the Integrated Plan, update on the Needs Assessment, budget issues, and reallocations.

FUTURE AGENDA ITEMS

The WAD agenda will cover the Integrated Plan.

ADJOURNMENT

Chair Barry Waller adjourned the meeting at 7:23p.m. without objection.

The minutes were approved at the 1/23/2023 meeting on Barry Waller's motion, Sharon Zaldivar Alatorre second on a (6-0) vote.