



HIV PLANNING COUNCIL

FINANCE/ALLOCATIONS AND STRATEGIC PLANNING/NEEDS ASSESSMENT COMMITTEE MEETING MINUTES

WEDNESDAY, APRIL 19, 2023

The HIV PLANNING COUNCIL FINANCE/ALLOCATIONS AND STRATEGIC PLANNING/NEEDS ASSESSMENT COMMITTEE convened in a REGULAR meeting on WEDNESDAY, APRIL 19, 2023, at 6310 WILHELMINA DELCO DRIVE in Austin, Texas.

Committee Chair Barry Waller called the HIV PLANNING COUNCIL Meeting to order at 5:30 p.m.

Planning Council Members in Attendance: Barry Waller

Planning Council Members in Attendance Remotely: G.E. Loveless, Kristina McClendon, Caitlin Simmons, Sharon Zaldivar Alatorre

PUBLIC COMMUNICATION: GENERAL

None

APPROVAL OF MINUTES

1. Approve the minutes of the HIV PLANNING COUNCIL FINANCE/ALLOCATIONS AND STRATEGIC PLANNING/NEEDS ASSESSMENT COMMITTEE MEETING on 3/15/2023

The minutes from the meeting of 3/15/2023 were approved on Kristina McClendon's motion, Barry Waller second on an 5-0 vote. For: Barry Waller, G.E. Loveless, Kristina McClendon, Caitlin Simmons, Sharon Zaldivar Alatorre. Against: None. Abstain: None. Absent: None.

CONFLICT OF INTEREST DECLARATIONS

2. 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.

STAFF BRIEFINGS

3. Introductions/Announcements

Nathalia Delgadillo is the new planner. Justin Ferrill is no longer with the AA, and Ken Martin will be the interim manager.

4. Office of Support staff report

Update given by Jaseudia Killion. Jaseudia has just returned from the Biomedical conference and will have a full update for Planning Council soon. Some Planning Council members will be travelling to the Adherence conference in June.

5. Administrative Agent (AA) report

Update given by Veronica Chavira. We are about 91% expended overall with Minority AIDS Initiative (MAI) at about 81% expended. We will be applying to HRSA for the COVID waiver due to being less than 95% expended. Rollover will be presented to this committee when received.

DISCUSSION AND ACTION ITEMS

6. Discussion of purchase recommendations from Governance/Membership and Care Strategies

The committee recommends that the three items go to Business committee for approval.

7. Discussion of HIV Caucus

Overview given by Jaseudia Killion. Committee will continue to discuss how to allocate funds for a caucus. Staff will gather feedback from other communities that have already implemented similar groups. We would like to start recruiting in May.


8. Discussion and approval of reallocations and Planning Council budget 

Overview of FY22 and FY23 budgets given by Deena Rawleigh. Staff needs to clarify some translations spending to ensure that FY22 expenditures are correct. Budget will be brought back to discuss reallocations for caucus.

9. Discussion of recommendations for data needs for Priority Setting and Resource

Allocation 

The motion to approve the PSRA data needs document as written was approved on Barry Waller's motion, Sharon Zaldivar Alatorre second on an 5-0 vote. For: Barry Waller, G.E. Loveless, Kristina McClendon, Caitlin Simmons, Sharon Zaldivar Alatorre. Against: None. Abstain: None. Absent: None.

10. Discussion of recommendations for Priority Setting and Resource Allocation process 

The motion to approve the PSRA process as written was approved on Caitlin Simmons' motion, Sharon Zaldivar Alatorre second on an 5-0 vote. For: Barry Waller, G.E. Loveless, Kristina McClendon, Caitlin Simmons, Sharon Zaldivar Alatorre. Against: None. Abstain: None. Absent: None.

11. Discussion of Year 2 Needs Assessment Plan

We are still waiting for the full analysis from Flor Hernandez. No further topics for deeper dives were added at this time.

12. Review of Directives policy and current directives

Overview given by Jaseudia Killion. Committee discussed more publicity for Medical Transportation, or a directive for Outpatient Ambulatory Health Services to provide transportation for people having trouble getting to and from medical appointments.

FUTURE AGENDA ITEMS

13. Workplan Calendar review

For next month, we will cover Needs Assessment and prepare PSRA training.

ADJOURNMENT

Committee Chair Barry Waller adjourned the meeting at 7:20p.m. without objection.

The minutes were approved at the 06/21/2023 meeting on CAITLIN SIMMONS' motion, BARRY WALLER second on a (3-0) vote.