



***HIV PLANNING COUNCIL
REGULAR MEETING MINUTES
MONDAY, MAY 22, 2023***

The HIV PLANNING COUNCIL convened in a REGULAR meeting on MONDAY, MAY 22, 2023, at 6310 WILHELMINA DELCO DRIVE in Austin, Texas.

Chair Barry Waller called the HIV PLANNING COUNCIL Meeting to order at 6:03p.m.

**Planning Council Members in Attendance: Barry Waller
Planning Council Members in Attendance Remotely: Tarik Daniels, Caitlin Simmons,
Jonathan Garcia, Sharon Zaldivar Alatorre**

PUBLIC COMMUNICATION: GENERAL

None

APPROVAL OF MINUTES

1. Approve the minutes of the HIV PLANNING COUNCIL REGULAR MEETING on 4/24/2023

The minutes from the meeting of 4/24/2023 were approved on Caitlin Simmons' motion, Sharon Zaldivar Alatorre second on a 5-0 vote. For: Barry Waller, Tarik Daniels, Caitlin Simmons, Jonathan Garcia, Sharon Zaldivar Alatorre. Abstain: None. Absent: Steph Adler (member emeritus), Nel-Marinel Hernandez, G.E. Loveless, Kristina McRae-Thompson.

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, non-medical case management, non-medical case management MAI, medical case management, early intervention services, early intervention services MAI, outpatient ambulatory health

services, oral health, linguistic services, medical transportation, health insurance assistance program

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.

STAFF BRIEFINGS

3. Introductions/Announcements

Crystal Starr – chair of Houston HIV Planning Council, prospective member. Nel-Marinel Hernandez, Aurelia Lopez, and Edgar Rodriguez have returned from the National Latinx Conference. They will update the council on their findings in a later meeting. Update given by Jaseudia Killion, event and social calendar idea gathering is ongoing for June; Program Terms report to HRSA is upcoming.

4. Office of Support Staff Report

Deena Rawleigh presented the HIV Planning Council Travel Guide. Ending the HIV Epidemic coordinator, Aurelia Lopez, convened with other coordinators in Texas to improve efforts. Fast Track City coordinator, Edgar Rodriguez, stated that Fast Track City meetings have been postponed to June. Part B report was presented by Sharon Zaldivar Alatorre detailing the Part B Expenditure and Billing Summary as of April 2023. The funds in Ryan White, State R, and State Services are underspent.

5. Administrative Agent Report

Update given by Ken Martin. Program Manager position is entering interview stage. Contracting with subrecipient agencies has been slowed due to second Notice of Award and Austin Public Health regulations. New grant year has only just started, so there are few claims so far. Collaborative Research will help with updating performance measures. Take Charge Texas is expected to be replaced by new data management software currently used by clinics in the Austin area.

DISCUSSION AND ACTION ITEMS

6. Presentation by epidemiologist, Flor Hernandez for Year 2 Needs Assessment in-depth analysis

Presentation given by Flor Hernandez. Field and agency findings were presented individually when variance in responses were detectible, regarding the Needs Assessment Survey of 2022. When findings were similar in field and agency, the data was presented simultaneously. These findings and other related recent findings for the Austin area will assist in the development of Year 2 in-depth analyses.

7. Discussion of committee recommendation for swag purchases

The Governance and Membership committee decided to drop sunblock from the PRIDE swag purchase. The committee recommendation to purchase travel fanny packs in black with white text was approved on a 5-0 vote.

For: Barry Waller, Tarik Daniels, Caitlin Simmons, Jonathan Garcia, Sharon Zaldivar Alatorre. Against: None. Absent: Steph Adler (member emeritus), Nel-Marinel Hernandez, G.E. Loveless, Kristina McRae-Thompson.

8. Discussion of HIV Caucus

Update given by Jaseudia Killion. Black Indigenous Persons of Color (BIPOC) Women's caucus (Ladies Night) is in the works for June to discover the needs of the subpopulation. Excess funds from the Planning Council Budget will likely be used to support BIPOC Women's caucus.

COMMITTEE UPDATES

9. Governance/Membership and Care Strategies Committee

Update given by Deena Rawleigh. Final purchases swag items were determined for PRIDE. There was a discussion of potential directives and how to structure the HIV caucus. Recruitment and retention efforts for representatives for recently incarcerated persons and Medicaid had been implemented and are waiting for responses. Nathalia Delgadillo will be creating a new and improved flyer for the HIV Planning council. Community Member spotlight is expected to occur after HIV Planning Council

Member spotlight. STAR Awards workgroup has commenced, and committee will receive updates as planning progresses.

10. Executive Committee

Update given by Barry Waller. A report was presented regarding the HIV caucus and discussion on potential alterations of bylaw to implement the caucus was had.

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

Update given by Barry Waller. The May meeting for the Finance/Allocations and Strategic Planning/Needs Assessment Committee was cancelled due to lack of quorum.

FUTURE AGENDA ITEMS

12. Discussion of Workplan Calendar

For next month, committee will discuss performance measures by Service Categories from Administrative Agent.

ADJOURNMENT

Chair Barry Waller adjourned the meeting at 7:45p.m. without objection.

The minutes were approved at the 6/36/2023 meeting on CAITLIN SIMMONS' motion, BARRY WALLER second on a (5-0) vote.