HIV PLANNING COUNCIL
FINANCE/ALLOCATIONS AND STRATEGIC PLANNING/NEEDS ASSESSMENT COMMITTEE MEETING MINUTES
WEDNESDAY, JUNE 21, 2023

The HIV PLANNING COUNCIL FINANCE/ALLOCATIONS AND STRATEGIC PLANNING/NEEDS ASSESSMENT COMMITTEE convened in a REGULAR meeting on WEDNESDAY, JUNE 21, 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: Kristina McRae-Thompson, 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 4/19/2023

   The minutes from the meeting of 4/19/2023 were approved on Caitlin Simmons' motion, Barry Waller second on an 3-0 vote. For: Barry Waller, Kristina McRae-Thompson, Caitlin Simmons. Against: None. Abstain: None. Absent: GE Loveless, Sharon Zaldivar Alatorre.

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

   Update given by Nathalia Delgadillo. The Office of Support is meeting with the Minorities for Equality Liberty and Justice Center and with Kristina McRae-Thompson, in hopes to recruit a planning council member for the mandated HRSA Category of a Formerly Incarcerated Stakeholder on council. The Office of Support is also attending Colors of Pride and collaborating with Austin Public Health's Communicable Disease Unit for National HIV Testing Day to perform outreach for the HIV Planning Council.

4. Office of Support staff report

   Update given by Nathalia Delgadillo. The Office of Support Staff report was addressed in the Introduction/Announcements.

5. Administrative Agent (AA) report

   Update given by Erin Brown. The program terms report is due June 26, 2023, contains the consolidated list of contractors and the allocations report. Three Ryan White Part A contracts have been executed and they are anticipating an additional 2-3 contracts will be executed by the end of the week.

   Update given by Veronica Chavira. The FY22 Expenditure Report has been finalized, where 91% of funds were expended. A waiver will be requested due to not expending at least 95%, which will be due at the end of July.

DISCUSSION AND ACTION ITEMS

6. Discussion of Priority Setting and Resource Allocation (PSRA) Training

   Overview given by Jaseudia Killion. The committee recommended a Mock Priority Setting and Resource Allocation event for training. Conflicted members are allowed to answer questions related to their categories for PSRA. Data

presentations are scheduled for the following business meetings. The data binder for PSRA will include information from last year's PSRA session.

7. Discussion and approval of Recommended Reallocations

   Overview given by Jaseudia Killion. The AA has recommended a full reallocation from medical transportation and linguistic to the housing service category due to funds being underspent in the two service categories. The recommended full reallocation from Medical Transportation and Linguistic services to Housing was approved on Caitlin Simmons' motion and Barry Waller second on a 4-0 vote. For: Barry Waller, Kristina McRae-Thompson, Caitlin Simmons, Sharon Zaldivar Alatorre. Against: None. Abstain: None. Absent: GE Loveless.

8. Discussion of Minority AIDS Initiative (MAI) and Early Identification of Individuals with HIV/AIDS (EIIHA) Population Recommendations (16:42)

   Overview given by Jaseudia Killion. MAI is an independent grant used to assist minorities with AIDS. Current MAI groups are Black men, Black women, Latinx men, and trans-gendered people. These groups were determined data based in the Austin Transitional Grant Area (TGA) by the HIV Planning Council. The HIV Planning Council will be expected to determine if changes in the targeted population for MAI and EIIHA need to be made for the FY24 grant application after data presentations.

9. Discussion of Year 2 Needs Assessment Activities

   Overview given by Nathalia Delgadillo. Year 2 Needs Assessment activities are expected to consist of multiple literature reviews on targeted populations. The planner has proposed ideas of literature reviews focusing on Latinx MSM ages 15-34, Black MSM ages 15-34, cis-gendered Black women ages 18-45, and heterosexual black men ages 15-34 based on Year 1 Need Assessment. The Office of Support is welcome to ideas from council. Presentations on specials studies conducted in the Austin area are expected to be presented in the future.

10. Discussion and approval of Community STAR Achiever budget

    Overview given by Nathalia Delgadillo. The 2022 STAR Awards used $42 for call for nomination promotions. Three nominations were casted, and two nominees responded.

For 2023 STAR Awards we would like to increase participation in the nomination. A $300 Call for Nomination budget was recommended by the Office of Support to increase participation; $200 is for ads on Facebook with $100 allocated for flyer printing. The recommended budget was approved on Caitlin Simmons' motion and Barry Waller second on a 4-0 vote. For: Barry Waller, Kristina McRae-Thompson, Caitlin Simmons, Sharon Zaldivar Alatorre. Against: None. Abstain: None. Absent: GE Loveless.

FUTURE AGENDA ITEMS

11. Workplan Calendar review

For next month, we will vote on what date we would like to begin PSRA to vote on in the Business Committee and perform PSRA training.

ADJOURNMENT

Committee Chair Barry Waller adjourned the meeting at 6:07p.m. without objection.

The minutes were approved at the 07/19/2023 meeting on Caitlin Simmons' motion, Sharon Zaldivar second on a (4-0) vote.