



***HIV PLANNING COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, JUNE 26, 2023***

**The HIV PLANNING COUNCIL convened in a REGULAR meeting on MONDAY, JUNE 26, 2023, at 6310 WILHELMINA DELCO DRIVE in Austin, Texas.**

**Chair Barry Waller called the HIV PLANNING COUNCIL Meeting to order at 6:02 p.m.**

**Planning Council Members in Attendance:**

**Planning Council Members in Attendance Remotely: Barry Waller, Steph Adler, Nel-Marinel Hernandez, Kristina McRae-Thompson, Caitlin Simmons, GE Loveless**

**PUBLIC COMMUNICATION: GENERAL**

**None**

**APPROVAL OF MINUTES**

1. Approve the minutes of the HIV PLANNING COUNCIL REGULAR MEETING on 5/22/2023.

**The minutes from the meeting of 5/22/2023 were approved on Caitlin Simmons' motion, Barry Waller second on a 5-0 vote. For: Barry Waller, Caitlin Simmons, Steph Adler, Nel-Marinel Hernandez, Kristina McRae-Thompson. Abstain: None. Absent: Tarik Daniels, Jonathan Garcia, 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, 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

### **STAFF BRIEFINGS**

3. Introductions/Announcements

**Update given by Nathalia Delgadillo. The Minorities for Equality, Liberty, and Justice Center has offered to forward our information to persons within their organization for recruitment. Kristina McCrae-Thompson has offered to share information regarding the HIV Planning Council to her connections at a parole office. The HIV Planning Council will continue to table at community events. Barry Waller shared highlights from the Adherence Conference.**

4. Office of Support Staff Report

**Update given by Jaseudia Killion. The Monthly Monitoring Project Officer call is upcoming for July. An overview of the Year 1 Needs Assessment Activities was presented, and each committee will be asked for recommendations of special studies for Year 2 activities. We are waiting for feedback on the Integrated Plan. The planner will develop a dashboard on the integrated Plans progress this upcoming fall. The Fast Track Cities Coordinator has left Austin Public Health. Aurelia Lopez will be taking on responsibility of Fast Tack Cities until the position is filled. All members follow the attendance policy. The Monthly Membership report was presented.**

a. Presentation of the Part B Report.

**Overview of the Part B report was given by Jaseudia Killion regarding the percentages of contract year expired, funds used, and service category expenditure.**

5. Administrative Agent Report

**Update given by Ken Martin. The Program Terms Report was submitted. Update given by Jennifer La Blanc. The CQM Coordinator, Jennifer La Blanc, is completing the client satisfaction survey report and the performance measures catalog. Planning Council members are encouraged to CQM Lean Six Sigma training. The Client Satisfaction finding are expected to be presented at the next Business committee meeting. Sherry Lyles presented updates on TCT and data management.**

### **DISCUSSION AND ACTION ITEMS**

6. Discussion and approval of Recommended Reallocations 

**Update given by Jaseudia Killion. The AA suggested to move FY23 unspent funds from Medical Transportation and Linguistics to Housing. The Recommended Reallocations from the AA were accepted by the Business Committee on a 6-0 vote. For: Barry Waller, Caitlin Simmons, Steph Adler, Nel-Marinel Hernandez, GE Loveless, Kristina**

**McRae-Thompson. Abstain: None. Absent: Tarik Daniels, Jonathan Garcia, Sharon Zaldivar Alatorre**

7. Discussion and approval of Community STAR Achiever budget   
**Overview given by Nathalia Delgadillo. The Office of Support asked for a \$300 “Call for Nominations” budget to support advertisements, via social media and physical flyers, for the upcoming STAR awards. The recommended budget was approved by council on a 6-0 vote. For: Barry Waller, Caitlin Simmons, Steph Adler, Nel-Marinel Hernandez, GE Loveless, Kristina McRae-Thompson. Abstain: None. Absent: Tarik Daniels, Jonathan Garcia, Sharon Zaldivar Alatorre**
8. Presentation of Fast Track Cities Integrated Plan Updates by Edgar Rodriguez  
**Update given by Edgar Rodriguez. An overview of the FTC System Structure was presented. Travis County 2021 Outcomes were discussed. Current objectives of the FTC workgroups were also presented. Actionable items for implementation were named to identify next steps.**
9. Discussion of the Medical Case Management Directive  
**Overview given by Jaseudia Killion. The Peer Support directive is currently placed under Medical Case Management, which has been discovered to be not the appropriated category by HRSA. A new service category is needed to house the Peer Support directive. A discussion was had on other potential service categories to fit this directive.**

### **COMMITTEE UPDATES**

10. Governance/Membership and Care Strategies Committee  
**Update given by Nel Hernandez. Nel is stepping down from their role as chair of the committee but will remain on council. STAR awards work group has been meeting with internal and external partners. Emergency Financial Assistance directive is being explored about the use of funds for medications.**
11. Executive Committee  
**Update given by Barry Waller. Barry’s final day as Chair of the council is on August 6, 2023. Current Vice Chair Tarik Daniels will take over as interim Chair until a new chair is elected.**

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

**Update given by Barry Waller. Vice Chair Tarik Daniels will be asked to appoint a FASPNA committee Chair after Barry's terms in August.**

**FUTURE AGENDA ITEMS**

13. Discussion of Workplan Calendar

**No additions were added to the Workplan Calendar at this time.**

**ADJOURNMENT**

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

**The minutes were approved at the 7/24/2023 meeting on Caitlin Simmons' motion, Steph Adler second on a (6-0) vote.**