HIV PLANNING COUNCIL
FINANCE/ALLOCATIONS AND STRATEGIC PLANNING/NEEDS ASSESSMENT COMMITTEE MEETING MINUTES
WEDNESDAY, JULY 19, 2023

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

Committee Chair Barry Waller called the HIV PLANNING COUNCIL Meeting to order at 5:31 p.m.

Planning Council Members in Attendance:
Planning Council Members in Attendance Remotely: Barry Waller, G.E. Loveless, 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 6/21/2023

   The minutes from the meeting of 6/21/2023 were approved on Caitlin Simmons' motion, Sharon Zaldivar Alatorre second on an 4-0 vote. For: Barry Waller, G.E. Loveless, Caitlin Simmons, Sharon Zaldivar Alatorre. Against: None. Abstain: None. Absent: 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, 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

   Boards and Commissions emails will now require a new password every three months. Today is Barry Waller's last meeting as committee chair. Tarik Daniels will be interim chair.

4. Office of Support staff report

   Update given by Nathalia Delgadillo. Office of Support will be tabling at P3. Family Fun Day will occur on July 29 at Givens Park. PRIDE planning is underway for August 12. STAR Awards will launch August 1.

5. Administrative Agent (AA) report

   Update given by Veronica Chavira. We are about 8% expended, and many contracts are either in final stages of negotiation or being routed for signature. Carryover request is being finalized and will be sent to Planning Council for signature.

DISCUSSION AND ACTION ITEMS

6. Discussion and approval of Priority Setting and Resource Allocation Details

   Office of Support would like suggestions from committee on dates for PSRA. Committee may be open to weekends. Evening availability is best for most. PSRA must be completed by September 15. Office of Support will send out poll prior to Business meeting for final vote.

7. Discussion and approval of Family Fun Day event budget

   Overview presented by Deena Rawleigh. Family Fun Day will be an outreach event that will hopefully help with recruitment for Planning Council and HIV caucus. Office of Support would like to allocate $2500 for this event.

   The motion to approve a budget of $2500 for the Family Fun Day event was approved on Caitlin Simmons' motion, Barry Waller second on an 4-0 vote. For: Barry Waller,

G.E. Loveless, Caitlin Simmons, Sharon Zaldivar Alatorre. Against: None. Abstain: None. Absent: Kristina McRae-Thompson.

8. Discussion of Year 2 Needs Assessment Activities

   Overview presented by Nathalia Delgadillo. The current recommendations for literature review are straight Black women of childbearing age, adolescent Black, White, and Latinx MSM, straight Black adolescent men, transportation and access to care, lack of knowledge of PrEP and PEP, condom use behaviors of those living with HIV, treatment adherence of adolescent MSM. Committee would like a survey of topics, populations, etc. to determine Year 2 activities. Data presentations will occur Monday at the Business meeting, so committee will wait until after to decide activities.

FUTURE AGENDA ITEMS

9. Workplan Calendar review

   For next month, we will discuss PSRA training, Assessment of the Administrative Mechanism, and Integrated Plan feedback and dashboard.

ADJOURNMENT

Committee Chair Barry Waller adjourned the meeting at 6:05p.m. without objection.

The minutes were approved at the 08/16/2023 meeting on Kristina McCrae-Thompson's motion, Tarik Daniels second on a (2-0) vote.