



***HIV PLANNING COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, JULY 24, 2023***

**The HIV PLANNING COUNCIL convened in a REGULAR meeting on MONDAY, JULY 24, 2023, at 6310 WILHELMINA DELCO DRIVE in Austin, Texas.**

**Chair Barry Waller called the HIV PLANNING COUNCIL Meeting to order at 6:23 p.m.**

**Planning Council Members in Attendance: Barry Waller**

**Planning Council Members in Attendance Remotely: Tarik Daniels, Caitlin Simmons, Steph Adler, Nel-Marinel Hernandez, Kristina McRae-Thompson**

**PUBLIC COMMUNICATION: GENERAL**

**None**

**APPROVAL OF MINUTES**

1. Approve the minutes of the HIV PLANNING COUNCIL REGULAR MEETING on 6/26/2023.

**The minutes from the meeting of 6/26/2023 were approved on Caitlin Simmons' motion, Steph Adler second on a 6-0 vote. For: Barry Waller, Tarik Daniels, Caitlin Simmons, Steph Adler, Nel-Marinel Hernandez, Kristina McRae-Thompson. Abstain: None.**

**Absent: 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

**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.**

**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**

**Grace Ashu – regional director of prevention from Community Action Network.  
Family Fun Day will take place July 29.**

**4. Office of Support Staff Report**

**Update given by Nathalia Delgadillo. Nominations for chair being accepted until August 31. Upcoming conferences are listed on the staff report. Integrated Plan feedback has been received. Recruitment for HIV Caucus is underway. Edgar Rodriguez has left Fast Track Cities (FTC), and the position will be posted soon. Aurelia Lopez will be handling FTC while the position is being filled. Planning Council members should always cc [hivplanningcouncil@austintexas.gov](mailto:hivplanningcouncil@austintexas.gov) when communicating with the Office of Support to ensure that staff receive messages if any one staff member is unavailable.**




**5. Administrative Agent Report**

**Update given by Ken Martin. The manager position is still in the hiring process. Part C request for council approval hearing date was held 7/20/2023. Funds are about 8% expended, but new claims are coming in every day. The carryover request is due August 29. Three contracts are in the final stages. Program terms report has been submitted. CQM plan is being revised.**

**6. Part B Report**

**Tabled.**

## **DISCUSSION AND ACTION ITEMS**

7. Discussion and approval of applicants for the HIV Planning Council   
**The motion to approve the committee recommendation of Joe Anderson, Ashley Garling, and Kelle' Martin to join the HIV Planning Council was approved on a 6-0 vote. For: Barry Waller, Tarik Daniels, Caitlin Simmons, Steph Adler, Nel-Marinel Hernandez, Kristina McRae-Thompson. Abstain: None. Absent: Jonathan Garcia, G.E. Loveless, Sharon Zaldivar Alatorre.**
8. Discussion and approval of recommendations regarding the Family Fun Day event budget   
**The motion to approve the committee recommendation of a budget of \$2500 for the Family Fun Day event was approved on a 6-0 vote. For: Barry Waller, Tarik Daniels, Caitlin Simmons, Steph Adler, Nel-Marinel Hernandez, Kristina McRae-Thompson. Abstain: None. Absent: Jonathan Garcia, G.E. Loveless, Sharon Zaldivar Alatorre.**
9. Discussion and approval of Priority Setting and Resource Allocation Dates   
**The motion to approved August 22 and August 28 as Day 1 and Day 2 of PSRA was approved on Tarik Daniels' motion, Caitlin Simmons second on a 6-0 vote. For: Barry Waller, Tarik Daniels, Caitlin Simmons, Steph Adler, Nel-Marinel Hernandez, Kristina McRae-Thompson. Abstain: None. Absent: Jonathan Garcia, G.E. Loveless, Sharon Zaldivar Alatorre.**
10. Presentation of Ending the HIV Epidemic/CDC Integrated Plan Updates by Aurelia Lopez  
**Presentation given by Aurelia Lopez. Recording will be available on HIV Planning Council Facebook at a later date.**
11. Presentation of Ending the HIV Epidemic/HRSA Integrated Plan Updates by Kim Nguyen  
**Presentation given by Kim Nguyen. Recording will be available on HIV Planning Council Facebook at a later date.**
12. Presentation of Epidemiology 101 and Austin Transitional Grant Area HIV Epidemiological Data by Flor Hernandez  
**Presentation given by Flor Hernandez. Recording will be available on HIV Planning Council Facebook at a later date.**
13. Presentation of Austin Transitional Grant Area and Texas HIV Data Trends by Ann Robbins  
**Presentation given by Ann Robbins. Recording will be available on HIV Planning Council Facebook at a later date.**

### **COMMITTEE UPDATES**

14. Governance/Membership and Care Strategies Committee

**Update given by Nathalia Delgadillo. Nel Hernandez has stepped down as chair, and the new Planning Council chair will appoint a new committee chair. STAR Awards is launching the call for nominations August 1-31. The Emergency Financial Assistance directive is being discussed.**

15. Executive Committee

**Update given by Nathalia Delgadillo. The chair nomination process is underway with Barry Waller's final day on August 6. Tarik Daniels will be interim chair.**

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

**Update given by Nathalia Delgadillo. Tarik Daniels will chair this committee, as well, until a new chair is appointed.**

### **FUTURE AGENDA ITEMS**

17. Discussion of Workplan Calendar

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

### **ADJOURNMENT**

**Chair Barry Waller adjourned the meeting at 8:37p.m. without objection.**

**The minutes were approved at the 8/22/2023 meeting on Joe Anderson's motion, Tarik Daniels second on a (8-0) vote.**