



***HIV PLANNING COUNCIL  
SPECIAL-CALLED MEETING MINUTES  
MONDAY, AUGUST 22, 2023***

**The HIV PLANNING COUNCIL convened in a SPECIAL-CALLED meeting on TUESDAY, AUGUST 22, 2023, at 6310 WILHELMINA DELCO DRIVE in Austin, Texas.**

**Interim Chair Tarik Daniels called the HIV PLANNING COUNCIL Meeting to order at 6:03 p.m.**

**Planning Council Members in Attendance: Tarik Daniels, Joe Anderson.  
Planning Council Members in Attendance Remotely: Steph Adler, Jonathan Garcia, Ashley Garling, Kelle' Martin, Kristina McRae-Thompson, Sharon Zaldivar Alatorre.**

**PUBLIC COMMUNICATION: GENERAL**

**None**

**APPROVAL OF MINUTES**

1. Approve the minutes of the HIV PLANNING COUNCIL REGULAR MEETING on 7/24/2023.

**The minutes from the meeting of 7/24/2023 were approved on Joe Anderson's motion, Tarik Daniels second on an 8-0 vote. For: Tarik Daniels, Steph Adler, Joe Anderson, Jonathan Garcia, Ashley Garling, Kelle' Martin, Kristina McRae-Thompson, Sharon Zaldivar Alatorre. Abstain: None. Absent: Nel-Marinel Hernandez.**

**CONFLICT OF INTEREST DECLARATIONS**

2. Members will declare conflict of interest with relevant agenda items, service categories, and/or service standards

**Tarik Daniels – Health insurance premium cost sharing assistance (HIPSCA), medical case management, emergency financial assistance, medical transportation services, non-medical case management, linguistic services, medical case management MAI.**

**Joe Anderson – Early intervention services (EIS), health insurance premium cost sharing assistance (HIPSCA), medical case management, mental health services, non-medical case management.**

### **STAFF BRIEFINGS**


3. Introductions/Announcements

**Barry Waller and Caitlin Simmons have left the Planning Council, and the Chair and Secretary positions are open. A few council members are attending a conference in Washington DC the week of the Executive and Governance/Membership and Care Strategies meeting, so Office of Support is asking those committee members to postpone the meetings for one week.**


4. Data Questions from Council

**2022 data will not be available until next year due to COVID delays.**


### **DISCUSSION AND ACTION ITEMS**

5. Discussion and approval of Fiscal Year 2024 (FY24) directives 


**Planning Council would not like to create a directive for Emergency Financial Assistance to limit the amount of funds that can be used for medications. Per HRSA, the Community Health Worker directive cannot be housed under Medical Case Management. Council discussed moving the directive to outreach services, early intervention services, health education/risk reduction, outpatient/ambulatory health services, and non-medical case management, or multiple categories. Units of service can vary category to category, maintaining the 75/25 split between core and support services may be challenges. OAHS does cover all the requirements for the directive, but also has another directive that says that services must be provided in the five county area. Ken Martin can ask for clarification on requirements from the project officer. The CHW directive will be brought back at the next meeting.**

6. Discussion and approval of criteria factors to be used in FY24 

**Overview given by Jaseudia Killion. Discussion of rank and weight discussed together. No changes were made to rank.**

7. Discussion and approval of weight of criteria factors to be used in FY24 

**Overview given by Jaseudia Killion. Planning Council ranks each category from 1-5, and then assign a weight. Last year each category was given a weight of 25%. Council would like to not use weights this year. No changes were made to weight.**

8. Discussion and approval of final service categories priorities 

**HIPSCA was moved to number one and medical case management to two, oral health was moved to number 7 and mental health to number 13, housing was moved to number four and AIDS drug assistance program (ADAP) and AIDS Pharmaceutical Assistance (LPAP) were moved to 5 and 6 respectively. All other categories remained the same.**

**The motion to approve the unconflicted service categories as ranked for Fiscal Year 24 (FY24) was approved on Tarik Daniels' motion, Kelle' Martin second on an (8-0) vote. For: Tarik Daniels, Steph Adler, Joe Anderson, Jonathan Garcia, Ashley Garling, Kelle' Martin, Kristina McRae-Thompson, Sharon Zaldivar Alatorre. Abstain: None. Absent: Nel-Marinel Hernandez.**

**The motion to approve the ranking of Early Intervention Services (EIS) for FY24 was approved on Steph Adler's motion, Sharon Zaldivar second on a (7-0) vote. For: Tarik Daniels, Steph Adler, Jonathan Garcia, Ashley Garling, Kelle' Martin, Kristina McRae-Thompson, Sharon Zaldivar Alatorre. Abstain: Joe Anderson. Absent: Nel-Marinel Hernandez.**

**The motion to approve the ranking of Health Insurance Premium Cost Sharing Assistance (HIPSCA) for FY24 was approved on Steph Adler's motion, Kelle' Martin second on a (6-0) vote. For: Steph Adler, Jonathan Garcia, Ashley Garling, Kelle' Martin, Kristina McRae-Thompson, Sharon Zaldivar Alatorre. Abstain: Tarik Daniels, Joe Anderson. Absent: Nel-Marinel Hernandez.**

**The motion to approve the ranking of Medical Case Management for FY24 was approved on Kelle' Martin's motion, Steph Adler second on a (6-0) vote. For: Steph Adler, Jonathan Garcia, Ashley Garling, Kelle' Martin, Kristina McRae-Thompson, Sharon Zaldivar Alatorre. Abstain: Tarik Daniels, Joe Anderson. Absent: Nel-Marinel Hernandez.**

**The motion to approve the ranking of Mental Health Services for FY24 was approved on Kelle' Martin's motion, Steph Adler second on a (7-0) vote. For: Tarik Daniels, Steph Adler, Jonathan Garcia, Ashley Garling, Kelle' Martin, Kristina McRae-Thompson, Sharon Zaldivar Alatorre. Abstain: Joe Anderson. Absent: Nel-Marinel Hernandez.**

**The motion to approve the ranking of Emergency Financial Assistance for FY24 was approved on Ashley Garling's motion, Kelle' Martin second on a (7-0) vote. For: Steph Adler, Joe Anderson, Jonathan Garcia, Ashley Garling, Kelle' Martin, Kristina McRae-Thompson, Sharon Zaldivar Alatorre. Abstain: Tarik Daniels. Absent: Nel-Marinel Hernandez.**

**The motion to approve the ranking of Medical Transportation Services for FY24 was approved on Ashley Garling's motion, Steph Adler second on a (7-0) vote. For: Steph Adler, Joe Anderson, Jonathan Garcia, Ashley Garling, Kelle' Martin, Kristina McRae-Thompson, Sharon Zaldivar Alatorre. Abstain: Tarik Daniels. Absent: Nel-Marinel Hernandez.**

**The motion to approve the ranking of Non-Medical Case Management for FY24 was approved on Kelle' Martin's motion, Ashley Garling second on a (6-0) vote. For: Steph Adler, Jonathan Garcia, Ashley Garling, Kelle' Martin, Kristina McRae-Thompson, Sharon Zaldivar Alatorre. Abstain: Tarik Daniels, Joe Anderson. Absent: Nel-Marinel Hernandez.**

**The motion to approve the ranking of Linguistic Services for FY24 was approved on Steph Adler's motion, Joe Anderson second on a (7-0) vote. For: Steph Adler, Joe Anderson, Jonathan Garcia, Ashley Garling, Kelle' Martin, Kristina McRae-Thompson, Sharon Zaldivar Alatorre. Abstain: Tarik Daniels. Absent: Nel-Marinel Hernandez.**

## **DISCUSSION ITEMS**

9. Resource Allocation take home assignment explanation

**Overview given by Jaseudia Killion. All Planning Council members should review the one-pagers and decide on increases and decreases in funding by category. Homework should be completed by 8/28/2023.**

**ADJOURNMENT**

**Interim Chair Tarik Daniels adjourned the meeting at 7:58p.m. without objection.**

**The minutes were approved at the 8/28/2023 meeting on Nel-Marinel Hernandez's motion, Sharon Zaldivar Alatorre's second on a (8-0) vote.**