



***HIV PLANNING COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, SEPTEMBER 25, 2023***

The HIV PLANNING COUNCIL convened in a REGULAR meeting on MONDAY, SEPTEMBER 25, 2023, at 6310 WILHELMINA DELCO DRIVE in Austin, Texas.

Interim Chair Tarik Daniels called the HIV PLANNING COUNCIL Meeting to order at 6:05 p.m.

**Planning Council Members in Attendance: None.**

**Planning Council Members in Attendance Remotely: Tarik Daniels, Joe Anderson, Glenn Crawford, Kelle' Martin, Sharon Zaldivar Alatorre.**

**PUBLIC COMMUNICATION: GENERAL**

**None.**

**APPROVAL OF MINUTES**

1. Approve the minutes of the HIV PLANNING COUNCIL REGULAR MEETING on 8/28/2023.

**The minutes from the meeting of 8/28/2023 were approved on Sharon Zaldivar Alatorre's motion, Kelle' Martin second on a 4-0 vote. For: Tarik Daniels, Joe Anderson, Kelle' Martin, Sharon Zaldivar Alatorre. Abstain: None. Absent: Jonathan Garcia, Ashley Garling, Nel-Marinel Hernandez, Kristina McRae-Thompson.**

**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**

**Vanessa Sarria and Shailey Klinedinst are with Cardea, an organization that provides HIV-related trainings in Texas. Rick Astray-Caneda is here with Vanessa to discuss implementing the Stigma Index 2.0 in Austin.**

4. **Office of Support Staff Report**

**Update given by Nathalia Delgadillo. Nominees are still being accepted for the Secretary position. The HIV and Aging conference will take place December 1. STAR Awards is preparing for voting phase which will start on October 1. Integrated Plan feedback should be available in October. Fast Track Cities new coordinator is Michelle Osorio.**

5. **Administrative Agent Report**

**Update given by Ken Martin. Ken is now the unit manager. There are three vacant positions in the unit. The Non-Competing Continuation (NCC) report is due on October 2. Grant funds are about 43% expended, but not all expenditures have been processed yet. The carryover request of \$466,843 was approved. Lean Six Sigma training will be available in October.**

6. **Part B Report**

**Update given by Sharon Zaldivar Alatorre. Sharon will be moving to a new position, and her planner position will be open. Ryan White funds are 39% expended, State R funds are 42% expended, and State Services funds are 94% expended.**

### **DISCUSSION AND ACTION ITEMS**

7. **Discussion and approval of HIV Planning Council Chair **

**The motion to approve the results of the poll for Kelle' Martin as Chair of HIV Planning Council was approved on Tarik Daniels' motion, Joe Anderson second on a**

**4-0 vote. For: Tarik Daniels, Joe Anderson, Kelle' Martin, Sharon Zaldivar Alatorre. Abstain: None. Absent: Jonathan Garcia, Ashley Garling, Nel-Marinel Hernandez, Kristina McRae-Thompson.**

**Kelle' will begin Chair duties in January.**

8. Committee recommendation for approval of Planning Council applicants 

**The committee recommendation to approve membership of Gin Pham was approved on a (4-0) vote. For: Tarik Daniels, Joe Anderson, Kelle' Martin, Sharon Zaldivar Alatorre. Abstain: None. Absent: Jonathan Garcia, Ashley Garling, Nel-Marinel Hernandez, Kristina McRae-Thompson.**

**The committee recommendation to approve membership of Wendell Mayes was approved on a (4-0) vote. For: Tarik Daniels, Joe Anderson, Kelle' Martin, Sharon Zaldivar Alatorre. Abstain: None. Absent: Jonathan Garcia, Ashley Garling, Nel-Marinel Hernandez, Kristina McRae-Thompson.**


**The committee recommendation to approve membership of Zac Garay was approved on a (4-0) vote. For: Tarik Daniels, Joe Anderson, Kelle' Martin, Sharon Zaldivar Alatorre. Abstain: None. Absent: Jonathan Garcia, Ashley Garling, Nel-Marinel Hernandez, Kristina McRae-Thompson.**

9. Committee recommendation for approval of recommended reallocations 

**The committee recommendation to reallocate \$30,642 from Emergency Financial Assistance to Health Insurance Premium & Cost Sharing Assistance was approved on a (4-0) vote. For: Tarik Daniels, Joe Anderson, Kelle' Martin, Sharon Zaldivar Alatorre. Abstain: None. Absent: Jonathan Garcia, Ashley Garling, Nel-Marinel Hernandez, Kristina McRae-Thompson.**

10. Discussion and approval of Peer Support directive budget 

**The motion to approve the funding amount of 380,169.48 was not approved on Sharon Zaldivar Alatorre's motion, Kelle' Martin second on a (2-0) vote. For: Kelle' Martin, Sharon Zaldivar Alatorre. Abstain: Tarik Daniels, Joe Anderson. Absent: Jonathan Garcia, Ashley Garling, Nel-Marinel Hernandez, Kristina McRae-Thompson.**

11. Discussion and approval of Assessment of the Administrative Mechanism (AAM) Report 


**Results of AAM was presented by Nathalia Delgadillo. AA will respond to report at a later meeting. Council would like to see how current report compares to previous years.**

**The motion to approve the results of the AAM with edits was approved on Tarik Daniels' motion, Joe Anderson second on a (4-0) vote. For: Tarik Daniels, Joe Anderson, Kelle' Martin, Sharon Zaldivar Alatorre. Abstain: None. Absent: Jonathan Garcia, Ashley Garling, Nel-Marinel Hernandez, Kristina McRae-Thompson.**

12. Presentation of the Stigma Index Project Proposal by the Fast Track Cities Social Determinants of Health Workgroup

**Presentation from Vanessa Sarria, Shailey Klinedinst, Rick Astray-Caneda, Avery Westendorf, Flor Hernandez-Ayala. The Stigma Index is a standardized tool to gather evidence on impact of stigma/discrimination of people living with HIV/AIDS. Council would like to discuss further in the future and assign it to a committee.**

13. Discussion of recommendations for Planning Council Budget through end of Fiscal Year 23  
**Tabled.**

14. Discussion and approval of committee meeting day and time   
**Tabled.**

### **FUTURE AGENDA ITEMS**

15. Review of workplan calendar

**Planning Council will discuss tabled items from this meeting and Community Health Worker funding at October meeting.**

### **ADJOURNMENT**

**Interim Chair Tarik Daniels adjourned the meeting at 8:19p.m. without objection.**

**The minutes were approved with edits at the 10/23/2023 meeting on Joe Anderson's motion, Sharon Zaldivar Alatorre second on a (4-0) vote.**