



***HIV PLANNING COUNCIL
FINANCE/ALLOCATIONS AND STRATEGIC PLANNING/NEEDS ASSESSMENT
COMMITTEE MEETING MINUTES
WEDNESDAY, FEBRUARY 14, 2024***

The HIV PLANNING COUNCIL FINANCE/ALLOCATIONS AND STRATEGIC PLANNING/NEEDS ASSESSMENT COMMITTEE convened in a REGULAR meeting on WEDNESDAY, FEBRUARY 14, 2024, at 6310 WILHELMINA DELCO DRIVE in Austin, Texas.

Committee Chair Ashley Garling called the HIV PLANNING COUNCIL Committee Meeting to order at 1:23 p.m.

**Planning Council Members in Attendance: None
Planning Council Members in Attendance Remotely: Kelle' Martin, Kristina McRae-Thompson, Gin Pham**

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 9/20/2023
The minutes from the meeting of 9/20/2023 were approved on Gin Pham's motion, Kristina McRae Thompson second on a 3-0 vote. For: Kelle' Martin, Kristina McRae-Thompson, Gin Pham. Against: None. Abstain: None. Absent: Ashley Garling.**

CONFLICT OF INTEREST DECLARATIONS

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

None

STAFF BRIEFINGS

3. Introductions/Announcements

Rick Astray-Caneda, Aurelia Lopez, Flor Hernandez-Ayala, Erin Brown, and Michelle Osorio, Jennifer La Blanc, Avery Westendorf are here with the HIV Stigma Index project.


4. Office of Support staff report

Update given by Nathalia Delgadillo. Jaseudia Killion has left the Office of Support. Tarik Daniels and Glenn Crawford have resigned from council. Zac Garay has stepped into the Governance/Membership and Care Strategies chair role. Council members are encouraged to reach out if they are interested in attending upcoming conferences.


5. Administrative Agent (AA) report

Update given by Veronica Chavira. There are three open positions. Part A is 78% expended through December 2023. They have received a partial notice of funding for FY24. Refer to written report for full details.

DISCUSSION AND ACTION ITEMS


6. Discussion and approval of recommended reallocations 

While Planning Council was not in session, five rapid reallocations were made to account for changing needs. Approval is not needed for rapid reallocations per the reallocation policy. Refer to reallocation documents for full details. Planning Council would like to see a breakdown of reallocations over the course of the fiscal year for Priority Setting and Resource Allocation (PSRA).


7. Discussion and approval of FY24 Planning Council Budget and Stigma Index Proposal 

Rick Astray-Caneda presented an overview of the Stigma Index Proposal. The Stigma Index is an international partnership to provide a standardized tool to gather evidence on the impact of stigma/discrimination on people living with HIV (PLHIV). Planning Council has some concerns about the feasibility of being able to recruit only PLHIV. The index does allow for pilot studies that employ others to conduct interviews. The Stigma Index team is open to many forms of collaboration. From the Planning Council, they are asking for help with any of the following: \$20,000/year each year for the next

three years; possibility of funding some logistics for the Steering Committee or providing in-kind (Zoom, meeting rooms, etc); partnering with us to give us increased legitimacy; joining Planning Council at tabling events for recruiting; building and executing a PR campaign; access to a calendaring system; connections for iPads and similar devices; paying Steering Committee stipends. \$20,000 is about half of the normal Planning Council budget. Planning Council would like to see data from other areas where the stigma index has been implemented. Planning Council would like to make a decision on funding when they receive the full notice of funding from HRSA. Committee will table this until the FY24 budget is determined.

8. Discussion and approval of National Week of Prayer Event Budget 
Event overview given by Deena Rawleigh. Governance/Membership and Care Strategies had some concerns about the inclusivity that will be brought to Business. Committee would like to hear feedback on concerns before voting on paying for catering.

The motion to approve the purchase of the red ribbon pins was approved on Gin Pham’s motion, Kelle’ Martin second on a (3-0) vote. For: Kelle’ Martin, Kristina McRae-Thompson, Gin Pham. Against: None. Abstain: None. Absent: Ashley Garling.

9. Discussion and approval of topic for Needs Assessment Year 2 Literature Review 
Chair tabled this until next month. Nathalia Delgadillo will send recommendations and a poll for committee to review before the next meeting.

FUTURE AGENDA ITEMS

10. Workplan Calendar review

Tabled

ADJOURNMENT

Kelle’ Martin adjourned the meeting at 3:06p.m. without objection.

The minutes from the meeting of 2/14/2024 were approved on Gin Pham's motion, Kelle' Martin second on a 3-0 vote. For: Kelle' Martin, Kristina McRae-Thompson, Gin Pham. Against: None. Abstain: None. Absent: Ashley Garling.