



***HIV PLANNING COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, FEBRUARY 26, 2024***

**The HIV PLANNING COUNCIL convened in a REGULAR meeting on MONDAY, FEBRUARY 26, 2024, at 6310 WILHELMINA DELCO DRIVE in Austin, Texas.**

**Kelle' Martin called the HIV PLANNING COUNCIL Meeting to order at 6:03 p.m.**

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

**Planning Council Members in Attendance Remotely: Kelle' Martin, Joe Anderson, Zac Garay, Ashley Garling, Rocky Lane, Gin Pham, Kristina McRae-Thompson.**

**PUBLIC COMMUNICATION: GENERAL**

**None.**

**APPROVAL OF MINUTES**

1. Approve the minutes of the HIV PLANNING COUNCIL REGULAR MEETING on 1/29/2024.

**The minutes from the meeting of 1/29/2024 were approved with edits on Ashley Garling's motion, Kelle' Martin second on a 4-0 vote. For: Kelle' Martin, Zac Garay, Ashley Garling, Gin Pham. Abstain: None. Absent: Joe Anderson, Jonathan Garcia, Kristina McRae-Thompson.**

**CONFLICT OF INTEREST DECLARATIONS**

2. Members will declare conflict of interest with relevant agenda items, service categories, and/or service standards  
**Zachery Garay - Health Insurance Premium Cost Sharing Assistance (HIPCSA), Early Intervention Services (EIS), Medical Nutrition Therapy, Oral Health Care, Outpatient Ambulatory Health Services, Medical Case Management, Food Bank/Home Delivered**

**Meals, Non-Medical case management, Medical Transportation, Linguistics, MAI EIS, MAI Non-medical case management.**

### **STAFF BRIEFINGS**

3. **Introductions/Announcements**

**Boards and Commissions is requiring sexual harassment training for all members to be completed by May 10. The training is only available through BC emails. Liza is a public health major at UT Austin and an EMT. Alicia Alston is an applicant to the Planning Council and is a Part B Planner. Aran Belani is a student at UT Austin performing undergraduate research and an EMT.**

4. **Office of Support Staff Report**

**Update given by Nathalia Delgadillo. Refer to written report for full details. Planning Council is still taking nominations for Vice Chair and Secretary. There are three people who have expressed interest in joining Planning Council. Needs Assessment is gearing up for year three and choosing special studies. If members are interested in attending upcoming conferences, please reach out to the Office of Support as soon as possible.**

5. **Administrative Agent Report**

**Update given by Ken Martin. Refer to written report for full details. Office of Support and AA are holding alignment meetings to better support Planning Council. One open position has been filled, and the other two have been posted. Funds are expected to be almost fully expended by the end of the fiscal year. Providers are submitting their Ryan White HIV/AIDS Program Services Reports (RSR). The health disparities calculator is still in progress.**


6. **Part B Report**

**Update given by Alicia Alston. Refer to written report for full details. The Ryan White Part B funds are 70% expended. The State R funds are 88% expended. The State Services funds are 40% expended.**


### **DISCUSSION AND ACTION ITEMS**

7. **Open nominations for Vice-Chair and Secretary**

**None at this time.**


8. Discussion and approval of committee recommendation for new member applicants 

**The motion to approve Alicia Alston, Judith Hassan, and Marquis Goodwin being accepted to the HIV Planning Council was approved on Kelle' Martin's motion, Joe Anderson second on a 6-0 vote. For: Kelle' Martin, Joe Anderson, Zac Garay, Ashley Garling, Gin Pham, Kristina McRae-Thompson. Abstain: None. Absent: Jonathan Garcia.**

9. Discussion and approval of Fiscal Year (FY) 24 budget 

**Overview given by Deena Rawleigh. The final notice of award will not be known for a few months. The current budget is an estimate.**

**The motion to approve the FY24 budget as is was approved on Joe Anderson's motion, Ashley Garling second on a (6-0) vote. For: Kelle' Martin, Joe Anderson, Zac Garay, Ashley Garling, Gin Pham, Kristina McRae-Thompson. Abstain: None. Absent: Jonathan Garcia.**

10. Discussion and approval of National Week of Prayer event budget 

**Overview given by Deena Rawleigh and Deborah The motion to approve the budget for the National Week of Prayer event was approved on 's motion, second on a (6-0) vote. For: Kelle' Martin, Joe Anderson, Zac Garay, Ashley Garling, Gin Pham, Kristina McRae-Thompson. Abstain: None. Absent: Jonathan Garcia.**

11. Discussion and approval of committee recommendation of red ribbon pins 

**Tabled.**

12. Presentation & Discussion on the FY 24-29 Consolidated Plan with the City of Austin Housing Department & Austin Public Health.

**Overview given by Chris Duran and Julie Smith. Refer to PowerPoint for full presentation. Planning Council would like to hear a follow up on the survey in September.**

### **FUTURE AGENDA ITEMS**

13. Discussion of workplan calendar

**The Housing Department is scheduled to come back in September. The Ryan White FY23 expenditures overview was moved to April.**

## **ADJOURNMENT**

**Kelle' Martin adjourned the meeting at 8:04p.m. without objection.**

**The minutes were approved at the 3/25/2024 meeting on Gin Pham's motion, Zachery Garay second on a 2-0 vote. For: Zac Garay, Gin Pham. Abstain: None. Absent: Kelle' Martin, Ashley Garling, Kristina McRae-Thompson.**