



***HIV PLANNING COUNCIL
REGULAR MEETING MINUTES
MONDAY, MARCH 25, 2024***

The HIV PLANNING COUNCIL convened in a REGULAR meeting on MONDAY, MARCH 25, 2024, at 6310 WILHELMINA DELCO DRIVE in Austin, Texas.

Rocky Lane called the HIV PLANNING COUNCIL Meeting to order at 6:14 p.m.

Planning Council Members in Attendance: None.

Planning Council Members in Attendance Remotely: Kelle' Martin, Zac Garay, Ashley Garling, Rocky Lane, Gin Pham.

PUBLIC COMMUNICATION: GENERAL

None.

APPROVAL OF MINUTES

1. Approve the minutes of the HIV PLANNING COUNCIL REGULAR MEETING on 2/26/2024.

The minutes from the meeting of 2/26/2024 were approved as written 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.

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.

Ashley Garling – Stigma Index Project.

STAFF BRIEFINGS

3. Introductions/Announcements

Rick Astray-Canada is here to follow up on the Stigma Index project requests.

4. Office of Support Staff Report

Update given by Nathalia Delgadillo. Refer to written report for full details. We have four members awaiting approval from City Council and two prospective members who will interview at the next Governance/Membership and Care Strategies meeting. We received confirmation that all new applicants must go through to City Council for approval after receiving mayoral approval. There is a new Survey Monkey form available to request Planning Council participation in local events. It will be made available to Planning Council members and the public.

5. Administrative Agent Report

Update given by Ken Martin. Refer to written report for full details. All open positions have been filled. New staff members will begin on April 8. One agency did not get their grant agreement signed by the deadline and approximately \$280,000 funds have been lost. The AA has addressed this oversight with them. Collaborative Research gave a presentation about Newly Diagnosed Linkage to Care that will be shared with the Planning Council. All providers have submitted their Ryan White Services Report. The Provide Enterprise database will hopefully go live in June. There were three final rapid reallocations for FY23.

6. Part B Report

Update given by Alicia Alston. Refer to written report for full details. The Ryan White funds are 75% expended with 92% of the contract year expired. Th State R funds are 92% expended with 92% of the contract year expired. The State Services funds are 43% expended with 50% of the contract year expired. Planning Council would like to see the reallocations when they are available.

DISCUSSION AND ACTION ITEMS

7. Discussion and approval of recommendation for Stigma Index Proposal 

The Finance/Allocations and Strategic Planning/Needs Assessment committee has recommended approving all of the zero-dollar requests from the Stigma Index project. The Planning Council would like to fund request number three which would provide a stipend for the Steering Committee. Exact funding cannot be determined until the Project Officer confirms that funds can be spent on this item and we must also wait until the next Notice of Award comes in from HRSA to verify availability of funds. The motion to approve the requests of the Stigma Index Project with the exception of request number 5, subject to allowability and availability of funds, was approved on Kelle' Martin's motion and Zachery Garay second on a (3-0) vote. For: Kelle' Martin, Zac Garay, Gin Pham. Abstain: Ashley Garling. Absent: Kristina McRae-Thompson.

8. Discussion and review of Reallocation and Conflict of Interest Policies 

Overview of Reallocation policy given by Nathalia Delgadillo. A few small edits were made to this document. Overview of Conflict of Interest was given by Deena Rawleigh. Some of the language is outdated or seems to conflict with the Ryan White manual. Planning Council would like the Office of Support to get clarifications and bring the updated documents back to a future meeting.

9. Open nominations for Vice-Chair and Secretary

None at this time. Gin would like more information about the Secretary position. Ashley Garling and Rocky Lane may be able to take interim positions. Office of Support will double check on process for interim officers.

COMMITTEE UPDATES

10. Governance/Membership and Care Strategies

Update given by Nathalia Delgadillo. Kelle' Martin will temporarily join the committee to ensure they are able to meet. There will be two interviews at the upcoming meeting.

11. Finance/Allocations and Strategic Planning/Needs Assessment

Update given by Nathalia Delgadillo. The Stigma Index proposal was discussed at the March meeting. The Needs Assessment and Integrated Plan updates will be discussed at the April meeting.

FUTURE AGENDA ITEMS

12. Discussion of workplan calendar and social calendar

For the workplan calendar, the Executive committee will discuss the bylaws, COI, and nominees. GMCS will prioritize interviews. All items related to directives will be moved to May. The Stigma Index proposal will continue to be discussed in FASPNA. Planning Council would like to review the Collaborative Research presentation document before scheduling a presentation.

For the social calendar, Zaria Thomas will send out a survey for all members to fill out for member spotlights.

ADJOURNMENT

The motion to adjourn the meeting at 7:42pm was approved on Kelle' Martin's motion, Ashley Garling second without objection.

The minutes were approved at the 4/22/2024 meeting on Gin Pham's motion, Kristina McRae-Thompson second on an 8-0 vote. For: Kelle' Martin, Alicia Alston, Zachery Garay, Ashley Garling, Marquis Goodwin, Judith Hassan, Kristina McRae-Thompson, Gin Pham. Abstain: Joe Anderson. Absent: Rocky Lane (non-voting).