



***HIV PLANNING COUNCIL
REGULAR GOVERNANCE/MEMBERSHIP AND CARE STRATEGIES COMMITTEE
MEETING MINUTES
TUESDAY, OCTOBER 3, 2023***

The HIV PLANNING COUNCIL convened in a REGULAR GOVERNANCE/MEMBERSHIP AND CARE STRATEGIES COMMITTEE meeting on TUESDAY, OCTOBER 3, 2023, remotely via Teams and in-person at PERMITTING AND DEVELOPMENT CENTER 6310 WILHELMINA DELCO DRIVE, RM. 1203 AUSTIN, TEXAS

Glenn Crawford called the HIV PLANNING COUNCIL GOVERNANCE/MEMBERSHIP AND CARE STRATEGIES COMMITTEE Meeting to order at 6:04p.m.

**Planning Council Members in Attendance:
Planning Council Members in Attendance Remotely: Interim Committee Chair Glenn Crawford, Nel-Marinel Hernandez, Steph Adler, Joe Anderson Jr.**

PUBLIC COMMUNICATION: GENERAL

None

APPROVAL OF MINUTES

- 1. Approve the minutes of the HIV PLANNING COUNCIL GOVERNANCE/MEMBERSHIP AND CARE STRATEGIES MEETING on 9/12/2023
The minutes from the meeting of 9/12/2023 were approved on Glenn Crawford's motion, Joe Anderson Jr second on a 4-0 vote. For: Joe Anderson Jr., Glenn Crawford, Nel-Marinel Hernandez Against: None. Abstain: None. Absent: Steph Adler, Jonathan Garcia, Rocky Lane.**

CONFLICT OF INTEREST DECLARATIONS

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

Joe Anderson Jr. – Early Intervention Services, Health Insurance Premium Cost Sharing Assistance (HIPSCA), Medical Case Management, Mental Health Services, and Non-Medical Case Management.

STAFF BRIEFINGS


3. Introductions/Announcements

Facilitated by Jaseudia Killion. Kelle’ Martin has accepted their nomination for HIV Planning Council chair and will begin duties in January 2024. Tarik Daniels will remain interim Chair for the remainder of 2023. Secretary nominations are still being accepted.

4. Office of Support staff report

Facilitated by Nathalia Delgadillo. Secretary and Governance/Membership and Care Strategies (GMCS) committee chair positions are still open and accepting nominations via email. Glenn Crawford is interim chair for the GMCS Committee. The STAR Awards workgroup is in the nominee-voting period for the Volunteer award. The professional STAR award will be voted on during the October business meeting. There are no applicants for October. For FASPNA, Ashley Garling chaired her first committee meeting. The FASPNA committee approved a recommended reallocation from Emergency Financial assistance to HIPSCA.

DISCUSSION AND ACTION ITEMS

5. New voting and non-voting member interviews 

Discussion led by Glenn Crawford. Due to lack of applications to review, this item was tabled by Glenn Crawford.

6. Discussion of Membership Application and Application Process 

Discussion led by Nathalia Delgadillo. The Membership application process, HIV Planning council application, and Interview questions document were reviewed. Joe Anderson Jr. and Glenn Crawford made suggested edits to the application process, the

application, and the questions used during the interview. It was determined that it was necessary to create an internal procedures document.

7. Discussion of New Member Orientation Materials

Discussion led by Nathalia Delgadillo. Small edits were suggested by the Office of Support and Council, such as updating the logo on the Welcome Binder. The Council is welcome to make additional edits to the New Member Orientation materials after further review at any time.

8. Discussion of HIV Caucus Events 

Discussion led by Nathalia Delgadillo. The HIV Planning Council is in the process of creating a separate body that consist solely of persons with HIV to create space for consumer input on HIV Services. The options are consumer committee, consumer advisory board, caucus, ad-hoc committee, collaborating with other existing CABs/caucuses. Options and questions related to the body's structure (i.e. open membership, voting abilities in PC matters) were posed. People with lived experience, care givers, and hard to reach communities are the target population. A caucus was the preferred method. A policy and procedure document will be created to guide the structure of this body.

9. Discussion of Planning Council Member Attendance and Membership Report

Discussion led by Deena Rawleigh and Nathalia Delgadillo. There is one voting member who is close to being out of compliance and will be contacted to discuss their attendance. The non-voting applicant for September was denied by interim chair Tarik Daniels. An additional September applicant has raised concerns with council members and a solution will be determined soon. The Membership report for October was discussed with updates.

10. Discussion of Social Media and Events calendar, training calendar, and recommendations for Planning Council Budget

Discussion led by Nathalia Delgadillo and Deena Rawleigh. The social media and events calendar and training calendar were reviewed. Recommended events, conferences, trainings and plans for budget were discussed. The Office of Support is

accepting recommendations from council regarding the calendars and FY23 Planning Council budget.

FUTURE AGENDA ITEMS

11. Discussion and review of workplan calendar

Discussion led by Nathalia Delgadillo and Deena Rawleigh. The November GMCS Committee meeting was discussed, regarding changing the meeting date and meeting agenda. For next year, we will cover Integrated Plan feedback, Recruitment Strategies and HIV Resource guide.

ADJOURNMENT

Glenn Crawford adjourned the meeting at 7:59 p.m. without objection.

The minutes were approved at the 4/2/2024 meeting on Zachery Garay's motion, Rocky Lane second on a 2-0 vote. For: Zachery Garay, Rocky Lane. Against: None. Abstain: None. Absent: Kelle' Martin (late).