



**HIV PLANNING COUNCIL  
BUSINESS MEETING MINUTES  
Meeting Date: 4/12/2011**

**Meeting Called to Order: 6:06 PM**

**PC Members in attendance:** Tim Bailey, Brandi Bodenheimer, Joseph Collins, Leah Graham, Christopher Hamilton, Paul Hassell, Delfred Hastings, Justin Irving, Victor Martinez, Courtney McElhaney, Winifred Muhammad, Kenneth Placke, Jeremy Riddle, Charlotte Simms, Tom Schnorr and David Barstow (teleconference).

**Staff in attendance:** Kimberly Pemberton, John Waller, Brenda Mendiola, and Mark Peppler

**Community members in attendance:** Lu Russell (Parliamentarian), Nora Maposa, Shanika Cornelius, Pamela Thomas, Randall Ellis, Debra Washington, and Sylvia Lopez.

Minutes from the March 8, 2011 Business Meeting were approved with noted corrections.

**Chair Briefing – Christopher Hamilton**

Christopher Hamilton stated that the Executive Committee is monitoring attendance and at the next Executive retreat they will be looking at the current attendance policy he also reviewed the membership report.

The Executive Committee made a motion to approve Shanika Cornelius for full Planning Council membership.

**Voting results: 12-favor; 0-opposed; 0-abstentions. Motion Passed.**

**Administrative Agent Report**

Mark Peppler stated that the FY 09 Minority AIDS Initiative (MAI) carryover request in the amount of \$3,870 has been approved. He also stated that staff from the Administrative Agent (AA) has met with CAP Metro to discuss fare increases and other changes on the transportation program. A discussion ensued about carryover funds and why aren't being spent.

**Ryan White Part B Report**

Courtney McElhaney stated that Ryan White Part B will be making reallocations of approximately \$70,000 from Outpatient Ambulatory Medical Care (OAMC) to other service categories. Additionally, providers have expressed concerns regarding the cost of transportation services in the rural areas. Cost savings procedures are being examined.

**Sub-Committee Reports**

**Allocations:** Courtney McElhaney stated that most agencies were able to draw down allocated funds effectively. She also stated that re-allocations will be made to AIDS Pharmaceutical Assistance Local, Hospice, Health Insurance Premiums & Cost Sharing Assistance, and Food Bank.

**Care Strategy:** Christopher Hamilton stated that they are examining the continuum of care in the TGA and how clients navigate the system.

**Comprehensive Planning:** Joseph Collins stated that they are working on the 3-year reassessment of the Planning Council goals and objectives.

**Evaluation/Quality Management:** Paul Hassell stated that the committee is working on the client satisfaction survey. The goal will be to have a survey that can be used for 3-5 years so trends can be more accurately monitored.



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**Needs Assessment:** Tim Bailey stated that the committee will establish and approve the projected growth rate to use in the upcoming allocations process and to work on un-met needs and priorities.

**Review and vote on newly revised Rapid Re-allocation Policy:** Courtney McElhaney presented the proposed Rapid Re-Allocation Policy from the Allocations Committee. Several Planning Council members had questions and concerns with the proposed policy. A discussion ensued about the Rapid Re-allocation policy and the Administrative Agents role on selection of funded services.

Delfred Hastings made a motion that the Rapid Re-allocation policy be referred back to Allocations Committee for additional clarification, Second by Paul Hassell. **Voting Results: 10-favor; 3-Opposed; 0-abstentions.**

**Review and vote on Minority AIDS Initiative (MAI) carryover funds request for allocation to Early Intervention Services (EIS):** A motion was made from the Allocations Committee that a carryover totaling approximately \$72,012 be re-allocated to Early Intervention Services (EIS). **Voting results: 13-favor; 0-Opposed; 0-abstentions. Motion passed.**

**Staff Report:** John Waller gave a report on utilization and all funded sources by a five county area and the affordable care act information was presented also.

**Hearing no objections the meeting was adjourned: 8:13 PM**