



## EXECUTIVE COMMITTEE

September 6, 2011 ~ 6:00 p.m.

**Meeting Location:** 1520 Rutherford Lane Building 1, 2<sup>nd</sup> Floor, Austin, TX 78754

### MEETING A G E N D A

*All topics below will be discussed by the Executive Committee of the HIV Planning Council, with the possibility of Recommendations and/or motions made for consideration by the full Planning Council membership.*

#### **CALL TO ORDER** (*Christopher Hamilton, Chair*)

1. Citizen Communication & Community Announcements
2. Approve Previous Meeting Minutes (*August 2, 2011*)
3. Chair Report:
  - a) Review attendance and membership report
  - b) Review dashboard tool for Planning Council projects/activities
  - c) Review flow chart of committee work flow
  - d) Review updated Planning Council activities timeline
4. Review of Written Ryan White Part A Administrative Agent Report
5. Ryan White Part B News & Updates
6. Review of Written Staff Report
7. Sub-Committee Reports:
  - a) Allocations (*Courtney McElhaney, Chair*)
  - b) Care Strategy (*Christopher Hamilton, Chair*)
  - c) Comprehensive Planning (*Joseph Collins, Chair*)
  - d) Evaluations/Quality Management (*Paul Hassell, Chair*)
  - e) Needs Assessment (*Tim Bailey, Chair*)
8. Discuss and develop a plan for Planning Council meeting locations
9. Review and discuss draft bylaws, vote on changes
10. Review and vote on draft policy 3- Annual Required Member Training
11. Agenda Items for next Business meeting scheduled for 9/13/2011

#### **ADJOURN**