



**COMPREHENSIVE PLANNING SUB-COMMITTEE MEETING**  
**Meeting Date: October 25, 2011**

**MINUTES**

**Meeting Location:** 1520 Rutherford, Austin TX

**Meeting Called to order at:** 6:15 p.m.

**Committee Members in attendance:** *Joseph Collins, Delfred Hastings, Kenneth Placke*

**City of Austin Staff in attendance:** *Kimberly Pemberton*

**Community members in attendance:** *none*

**Citizen Communications:** *none*

**Approve Minutes**

- Minutes from the specially called joint committee meeting (Comprehensive Planning and Needs Assessment) were reviewed and approved with no changes.

**Comprehensive Plan Timeline:**

- Reviewed Action Plan (handout) and discussed status and assignments
- Reviewed status of completed items in Action Plan section "Where are we now". Identified key person for completion of open items:
  - Item "D" *Description of priorities for the allocations of funds* – Kenneth Placke
  - Item "F" *Description of prevention and service needs* – Kenneth Placke
- Reviewed Action Plan section "Where do we want to go" and identified key person responsible:
  - Item "A" *Plan to meet challenges identified in the evaluation of the 2009 Comprehensive Plan* – Planning Council
  - Item "B" *2012 Proposed Care Goals* – Joseph Collins
  - Item "C" *Goals regarding individuals AWARE of their HIV status but not in care* – Joseph Collins
  - Item "D" *Goals regarding individuals UNAWARE of their HIV status, but not in care* – Delfred Hastings
  - Item "E" *Proposed solutions for closing gaps in care* – Kenneth Placke
  - Item "F" *Proposed solutions for addressing overlaps in care* – Kenneth Placke
  - Item "G" *Provide a description detailing the proposed coordinating efforts* – Kenneth Placke

**Identification of Additional Documentation for Comprehensive Plan**



## **COMPREHENSIVE PLANNING SUB-COMMITTEE MEETING**

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- Request that the Administrative Agent provide the Comprehensive Planning members with a copy of the Grant Application for FY12-13 as soon as submitted to ensure the Comprehensive Plan is consistent with the grant application.
- Need to create a data binder to support the comprehensive planning process. Data should be categorized by current status of defined objectives and where the Planning Council wants to go in terms of comprehensive plan objectives.
- Joseph Collins will send Kimberly Pemberton a link to a Google account where documents and information can be shared electronically by those working on the Comprehensive Plan.

The next meeting will be November 29, 2011 due to the Thanksgiving holiday.

**Hearing no objection the meeting was adjourned at 7:54 p.m.**

Approved