



Meeting Minutes

Comprehensive Planning/Needs Assessment Sub-Committee Meeting

Tuesday February 19, 2013

Members in attendance: Leah Graham, Justin Irving, Winifred Muhammad, Amelia Reinwald, and Charlotte Simms-Sattiewhite

Staff in attendance (City of Austin HHSD): Kimberly Williams (HIV Planning Council) and Gloria Bean (Health Resources Administrative Unit)

Community members in attendance: None recorded.

Meeting called to order at: 6:05 p.m.

Citizen Communications & Community Announcements: None recorded

Overview of plans for 2013 Committee Work:

Committee reviewed Evaluations/Quality Management previous meeting minutes and discussed reviewing results of client satisfaction survey results with the goal of increasing response rate. Regarding Care Strategy sub-committee deliverables, standards of care would be reviewed.

Gloria Bean gave an overview of the meaning of standards of care and agreed to later share universal standards of care with the committee.

Review of committee's new duties/responsibilities:

Kimberly Williams agreed to share EIIHA information with the Planning Council.

John Waller will attend the next committee meeting to present an outline of the Comprehensive Needs Assessment Project.

Discuss Quarterly review of Comprehensive Plan:

Goals and baseline data will be gathered/established for the comprehensive plan.

Gloria Bean will have AA staff review and re-word information in comprehensive plan pertaining to goals.

Meeting Adjourned at: 7:30 p.m.