



**HIV PLANNING COUNCIL  
BUSINESS MEETING  
Meeting Date: October 22, 2013**

**MEETING MINUTES**

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

**Meeting Called to order at:** 6:05 p.m.

**Planning Council Members in attendance:** *Leah Graham, Christopher Shaw, Paul Hassell, Justin Irving, Dr. Victor Martinez, Jerry Juarez, Winifred Muhammad, Jessica Pierce, Seth Shulman, Justin Smith, Curtis Weidner*

**City of Austin Staff Members in attendance:** *Kimberly Williams and Gregory Bolds*

**Number of Community Members in attendance:** 3

**Community Members who signed in to speak:** None

**Review and Approval of Minutes:**

**Business meeting 09-24-2013:** Minutes were reviewed and approved with no corrections.

**Chair "Share":**

Dr. Martinez reviewed the Membership report. It was noted that consumer membership is down to 29% which is below the HRSA requirement of 33%. Justin Irving suggested a committee be formed to engage in recruitment. It was decided that Executive would consider options.

**Ryan White Part A Administrative Agent Report:**

Greg Bolds presented the October 2013 Administrative Agent report. Mr. Bolds indicated direct the impact of the federal shutdown was minimal for local Part A operations. The AA is still waiting for a response from HRSA to the carry-over request. Mr. Bolds reviewed the expenditures portion of the AA report. Mr. Bolds indicated that upcoming events include the Part A/B Grantee meeting in Dallas on 11/15/13 and the Austin World AIDS Day event on 12/2/13.

**Part B Report**

There is no Part B report for October as all Part B updates have previously been provided.

**PLANNING COUNCIL BUSINESS:**

**Sub Committee Report**

**Allocations** – Dr. Martinez reported that the Allocations Committee reviewed the most recent Expenditure Report. The report indicates that the match between expenditures and allocations looks good and in fact is much improved from the past.

**Comprehensive Planning/Needs Assessment** – Justin Irving indicated that the Comprehensive Planning/Needs Assessment Committee did not meet last month. Mr. Irving indicated that the next focus of the Committee will be on administering the Needs Assessment Survey.

**Community Announcements:**

Leah Graham announced that Wright House is sponsoring *Midnight In Paris* on October 25, 13 at the Palmer Events Center.

**Adjourn:** Hearing no objection the meeting was adjourned at 6:25 p.m.