



**HIV PLANNING COUNCIL
BUSINESS MEETING
Meeting Date: February 25, 2014**

MEETING MINUTES

Meeting Location: 1520 Rutherford, Austin TX

Meeting Called to order at: 6:02 p.m.

Planning Council Members in attendance: *Paul Hassell, Justin Irving, Dr. Victor Martinez, Jerry Juarez, Jessica Pierce, Justin Smith, Shanika Cornelius, Aubrey Staples*

City of Austin Staff Members in attendance: Kimberly Williams, Brenda Mendiola and Gregory Bolds

Number of Community Members in attendance: 6

Community Members who signed in to speak: 0

Community Announcements:

Brandon Wollerson announced to upcoming events (flyers displayed):

- HIV/AIDS Aging Symposium will be held this year on May 2nd and St. David's Episcopal Church.
- National Week of Prayer for Healing of AIDS March 2 – 9, 2014 –scheduled events include a film screening of "DeepSouth" at Huston-Tillotson University Chapel on March 4, 2014.

Kimberly Williams noted that Leah Graham's third and final term is expiring in March.

Review and Approval of Minutes:

Business meeting 1-28-2014: Minutes were reviewed and approved with no corrections. It was noted however that future minutes should be more consistent with use of naming conventions (first name only, full name or Mr.____).

Presentation by HHSD Deputy Director Shannon Jones:

Mr. Jones delivered a PowerPoint presentation on HIV Incidence in the community. The presentation focused on disparities for specific populations within the community and the need for greater attention and advocacy in order to address disparities. Primary focus of the presentation was disparities within the African American population in Travis County. Mr. Jones discussed the need for targeted resources to ensure availability of culturally appropriate resources in order to reduce disparities in the African American population. Mr. Jones stated that he encouraged the Planning Council to consider the lack of targeted resources for African Americans when the Planning Council is engaged in the annual allocation process. Mr. Jones

indicated he is working with a group which has developed a proposal for funding to address this disparity. Mr. Jones stated that once the proposal is finalized he plans to present the proposal to the City Council. Mr. Jones indicated he would like to share this proposal with the Planning Council (at a later date) before presenting the proposal to the City Council.

Chair "Share":

Dr. Victor Martinez reviewed the Membership report. Dr. Martinez discussed the reduction in membership due to the loss of Leah Graham and Paul Hassel. Dr. Martinez noted that with the loss of Paul Hassel there will be a vacancy for both Vice-Chair and Secretary. Dr. Martinez indicated nominations were requested in anticipation of a vote for officers during the March 2014 meeting.

Ryan White Part A Administrative Agent Report:

Greg Bolds presented the Administrative Agent report.

- Mr. Bolds indicated that the City of Austin will be auditing Ryan White Part A
- Mr. Bolds indicated that HRSA has announced a requirement to update the Comprehensive Plan with a due date of September 2016. HRSA is working with the CDC to align objectives and priorities and will provide guidance to Grantees accordingly.

Part B Report

Jessica Pierce provided a report of Part B activities.

- Ms. Pierce indicated that Texas A&M has contracted with Part B for a Needs Assessment.

Ms. Pierce indicated that Part B is currently engaged in soliciting community input and will be conducting a community session at AIDS Services of Austin next week.

Vote on Member Reapplications

Dr. Victor Martinez informed the Planning Council that the Executive Committee has made a motion to approve the membership reapplication for Curtis Weidner. The vote to approve Curtis Weidner's reapplication was 8 in favor and none opposed.

Dr. Martinez informed the Planning Council that the Executive Committee had considered the reapplication for Winifred Muhammad and voted not to recommend Ms. Muhammad for membership. Discussion ensued regarding the reasons for the decision by the Executive Committee and the need for members to have adequate knowledge of HIV issues in order to serve. Discussed the evaluation criteria used by Executive to reach the decision.

Shanika Cornelius made a motion recommending approval of the reapplication of Winifred Muhammad. There was no second to the motion.

PLANNING COUNCIL BUSINESS:

Sub Committee Report

Allocations

Dr. Martinez reported that Allocations reviewed expenditures. The Committee is planning in advance of the 2015 applications process.

Comprehensive Planning/Needs Assessment

Justin Irving reported on the status of the Needs Assessment survey project. Mr. Irving indicated that the project continued to await definitive word on the availability of gift cards. Greg Bolds stated that gift cards will be approved.

Staff Report

- Kimberly Williams discussed the ongoing planning for the National Week of Prayer for the Healing of AIDS and the importance of having Planning Council members participate in staffing the tables. Shanika Cornelius provided additional detail regarding the planning for the event at Huston-Taltson University and encouraged members to use the opportunity to interact with attendees as a recruitment opportunity.
- Kimberly Williams provided an update on the status of the vacant administrative assistant position.

Adjourn

Hearing no objection the meeting was adjourned at 7:15 p.m.