



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

MEETING MINUTES

Meeting Location: 1520 Rutherford, Austin TX

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

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

Planning Council Members not in attendance: Christopher Shaw, Seth Schulman

City of Austin Staff Members in attendance: Kimberly Williams, Gregory Bolds, Leslie Boyd, Jonathan Tomko, Erica Leak

Number of Community Members in attendance: 1

Community Members who signed in to speak: 0

Review and Approval of Minutes: Business meeting for 2/25/2014 were reviewed, but not approved until staff was able to re-listen to audio and clarify facts pertaining to Shannon Jones' data presentation.

HOPWA Neighborhood Housing Presentation: Jonathan Tomko, Senior Research Analyst with the Neighborhood Housing Community Development (NHCD) shared a community needs assessment presentation entailing the FY 2014-19 Consolidated Plan and FY 2014-15 Action Plan. Citing NHCD's mission, "Providing housing, community development, and small business development services to benefit eligible residents for access to livable neighborhoods and increased opportunities for self-sufficiency," Mr. Tomko presented an overview of all sources of revenue supporting the mission, including federal (HUD) and local (Housing Trust Fund, GO Bond, Sustainability Fund). HUD's Planning Process was outlined with goals and priority needs, as well as key policy initiatives on the 2009-2014 Consolidated Plan. The presentation explained the community input process and timeline for a draft plan to be presented to Community Development Commission and Austin City Council.

A discussion ensued during the question and answer session culminating the presentation. City staff member, Leslie Boyd explained the process for executing contracts through the City Council, explaining Project Transitions was recipient of local HOPWA funds.

Chair "Share":

Dr. Victor Martinez reviewed the monthly membership report of the Planning Council and provided a briefing of the March 4, 2014 Executive meeting.

Ryan White Part A Administrative Agent Report:

Greg Bolds presented the Administrative Agent report.

- Mr. Bolds shared with the Planning Council the written Part A Administrative Agent Report, providing an expenditure summary of FY13 Part A funds. To date, 96% of funds were billed.

Part B Report

Jessica Pierce presented the Ryan White Part B Administrative Agency Report for March 2014. She notified the Planning Council there is still a wait for Ryan White Supplemental contracts with DSHS for ASA. 42% of Part B funds have been expended through February 2014, with 50% of the year expired.

Planning Council Business

Vote on Member Application: Dr. Victor Martinez informed the Planning Council that the Executive Committee has made a motion to approve the membership application for L.J. Smith. There was a unanimous vote in favor of this motion.

Officer Elections: Shanika Cornelius was voted in as Vice Chair of the Planning Council, 8-Votes (for); Paul Hassell abstained; Justin Smith was nominated and voted in as secretary, 9-Votes (for).

Sub Committee Report**Allocations**

The committee did not meet in the month of March.

Comprehensive Planning/Needs Assessment

The committee reviewed the needs assessment work plan and made suggestions on how to execute, including discussing an interest in conducting a Spanish-speaking session for Focus Groups. It was suggested to contact Sylvia Lopez to assist with recruitment for this group.

Staff Report

- Kimberly Williams announced dates for the HIV/AIDS and Aging Symposium and AIDS Candlelight Memorial; It was announced that interviews for a new administrative assistant were conducted and a finalist would be selected. An update on the needs assessment project was provided, detailing group survey administration with the assistance of Shanika Cornelius and Justin Irving.

Adjourn

Hearing no objection the meeting was adjourned at 7:31 p.m.