



SPECIAL-CALLED

EXECUTIVE COMMITTEE MEETING

Minutes from the November 25, 2014 Executive Meeting

MINUTES

Meeting Location: 7201 Levander Loop, Bldg. H, Austin TX

Meeting Called to order at 6:03 p.m.

Committee Members in attendance: Dr. Victor Martinez, Justin Smith, Jerry Juarez and Justin Irving

Committee Members not in attendance: None

City of Austin Staff in attendance: John Waller

Guests/Community Members in attendance: 1

Citizen Communication & Community Announcements: John Waller reminded Committee of World AIDS Day event to be held at David's Chapel Baptist Church, December 1, 2014.

Approve Minutes:

Minutes from October 7, 2014 Executive Meeting were reviewed and approved as submitted.

New Applicant Interview:

Committee interviewed new applicant Mark Erwin. Committee voted unanimously to recommend Mr. Erwin for membership. Motion carried.

Chair Report

Dr. Victor Martinez reviewed the Membership Activity Report, Attendance Report, and Membership Roster with no reported changes.

Bylaws and draft proposed revisions

Committee will discuss Bylaws at the next Executive meeting.

Discuss implications of HRSA Training

Committee discussed HRSA Training. Committee would like staff to provide Executive Committee with Administrative Agent Reports that are regularly presented to the full Council at the monthly Business Meeting.

Sub- Committee Reports

Allocations- Dr. Victor Martinez provided committee with Allocations briefing including:

- *Committee would like to query the AA to seek services that can use \$10,000- 20,000 additional funds; if there are, the committee will consider rapid re-allocations.*
- *Mental health is being asked to plead their case to committee if there are extenuating circumstances for lack of expending funds. For service providers that seek additional \$10,000 – 20,000 it must be justified.*

- *Committee wants to follow-up on CCU taking months to provide written feedback on audit/monitoring.*
- *Committee will be passing off close-out report to Comprehensive Planning/Needs Assessment Committee*

Hearing no objection, the meeting was adjourned at 7:59 p.m.