

**Austin Area Comprehensive HIV Planning Council
Comprehensive Planning Committee Meeting Minutes
December 8, 2015**

Charge: Ensures the orderly and integrated and progression of work of the committees of the Ryan White Planning Council. Plans future activities.

MEMBERS PRESENT

Justin Irving	AACHPC Vice-Chair, Comprehensive Planning Committee Chair
Mark Erwin	AACHPC, Comprehensive Planning Committee
Leah P. Graham	AACHPC, Comprehensive Planning Committee

MEMBERS ABSENT

Aubrey Staples

AACHPC STAFF PRESENT

Crystal Flores, Program Manager
John Waller, Planner

ADMINISTRATIVE AGENT STAFF PRESENT

None

OTHERS PRESENT

None

- I. Call to Order:** AACHPC Vice-Chair, Justin Irving at 6:16pm
- II. Certification of Quorum:** Quorum was established and certified by Vice-Chair, Justin Irving
- III. Introductions/Announcements:** AACHPC Planner, John Waller, notified the committee that the PREP letter is ready to be signed and is awaiting vote from full council. John Waller also polled the committee about additional Business meeting day options to present the letter and vote on grievance procedures.
- IV. Approval of November 10, 2015 Minutes:** Minutes were reviewed and approved by the committee with no changes.
- V. Discuss and review the Health Insurance Premium and Cost Sharing Policy**
The committee reviewed and discussed the health insurance policy drafted by the Department of State Health Services (DSHS) for Part B. The committee determined that the new policy is not in conflict with the Guidance issued to the Administrative Agent and that the policy is consistent with Part A objectives for recruiting consumers for ACA.
- VI. Discuss and Review Draft Standards of Care and Community Input**
Substance Abuse Services –Residential:
The committee reviewed and discussed the Standards of Care for Substance Abuse – Residential developed by DSHS and the community comments that were received for the new standards.
 - Justin Irving motion to recommend the approval of Substance Abuse Services Residential Standards of Care with edits and amendments, motion seconded: vote **3 to 0 none opposed**

Outpatient/Ambulatory Medical Care (OAMC):

The committee reviewed and discussed the OAMC standards of care developed by DSHS. John Waller informed the committee that no changes or edits were suggested by the community. The only community comment received was that it is important that Part A and B SOC be consistent to ensure seamless service delivery.

- Justin Irving motion to recommend the approval of Outpatient/Ambulatory Standards of Care with edits and amendments, motion seconded **3 to 0 none opposed**

VII. Roles and responsibilities for Comprehensive Plan Construction & Calendar of expectations:

John Waller reviewed the proposed timeline and work plan for developing the new Comprehensive Plan. The committee discussed the work activities and level of effort that will be required to complete the effort. It was proposed that the Needs Assessment Committee join with the Comprehensive Plan Committee to assist with the initial steps including defining goals and objectives. The Committee is in concurrence with this proposal in order to broaden the range of perspectives and ideas. The Committee also discussed the importance of completing the SOC review effort as soon as possible in order to focus on the Comprehensive Plan.

VIII. HIV Planning Council Staff Report

John Waller, Planner, presented the committee with a HIV Planning Council Staff Satisfaction survey to fill out about progress, staff effectiveness and possible upcoming trainings needed.

I. Meeting Adjourned at 8:42pm

Draft Submitted by:

Dwight Scales, AACHPC Admin

Date

Draft Certified by:

Crystal Flores, AACHPC Program Manager

Date

Final Approval by:

Dr. Victor Martinez, AACHPC Chair
Justin Smith, AACHPC Vice-Chair

Date

NEXT SCHEDULED MEETING