

<p align="center"> Austin Area Comprehensive HIV Planning Council Comprehensive Planning Committee Meeting Minutes February 14, 2017 </p>
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<p>Charge: Ensures the orderly and integrated and progression of work of the committees of the Ryan White Planning Council. Plans future activities.</p>

MEMBERS PRESENT	
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Justin Smith
Aubrey Bragila
Nicole Evans
Emma Sinnott
Dale Thele

AACHPC STAFF PRESENT	
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Crystal Flores, Program Manager
Laura Still, Planner
Dwight Scales, Administrative Assistant

[illegible]

Brenda Mendiola	Quality Management Coordinator Administrative Agent
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OTHERS PRESENT	
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Stephanie McCoy
Austin/Travis County Health and Human Services Department

- I. Call to Order:** AACHPC Chair, Justin Smith at 6:14pm

- II. Certification of Quorum:** Quorum was established and certified by Chair, Justin Smith

- III. Introductions/Announcements:** Laura Still, Planner made the announcement about the upcoming annual AIDS Candlelight Memorial on May 21st, 2017. Dale Thele provided updates and findings from the Austin Public HIV Planning Task Force. This task force was formed to:
- (Mission Statement) Creating opportunities to engage all people effected by HIV/AIDS in conversations. To increase knowledge, promote information sharing and bring awareness to the challenges effecting our community
 - (Vison) To empower, educate and connect.
 - The next meeting will be held Friday February 24th, 2017 11:00am – 2:00pm @ The Twin Oaks Public Library, Room #2 1800 S 5th, Street Austin, Texas 78704

- IV. Approval of the January 10th, 2017 Meeting Minutes:**

Justin Smith motioned the minutes be approved with the appropriate edits.

V. Needs Assessment Plan of Action:

Planner, Laura Still reviewed and discussed with the committee:

- What's a Needs Assessment?
- Experience with prior PC Needs Assessment
- Draft goals
- Kick-Off Party Timeline
- Needs Assessment Structure
 - Work Groups
 - Draft Goals for the Needs Assessment
 - Upcoming Kick-Off Party March 14, 2017 @ Austin Energy Building
721 Barton Springs Road Austin, TX 78704 Room 130

VI. Review and discuss Standards of Care:

The Comprehensive Planning Committee reviewed, discussed and made suggested edits to the current Standards of Care provided by DSHS.

1. Medical Case Management
2. Non-Medical Case Management

The committee decided to continue gathering comments, seeking additional information from other sources and continue reviewing these service categories at the full Planning Council. No vote was made at this time.

VII. Intergraded Prevention & Care Plan Activity 1 & 2 Update:

VIII. Meeting Adjourned at 8:20 pm

NEXT SCHEDULED MEETING

**Austin Energy Building
721 Barton Springs Road
Austin, TX 78704
Conference Room 130
March 14th, 2017
6:00 P.M.**

