

**Austin Area Comprehensive HIV Planning Council  
Executive Committee Meeting Minutes  
March 7, 2017**

**MEMBERS PRESENT**

Justin Smith, AACHPC Chair  
L.J. Smith, AACHPC Vice-Chair  
Glenn Crawford, Secretary

**MEMBERS ABSENT**

None

**AACHPC STAFF PRESENT**

Crystal Flores, Program Manager      Laura Still, Planner      Dwight Scales, Admin

**ADMINISTRATIVE AGENT STAFF PRESENT**

None

**OTHERS PRESENT**

Barry C Waller

**I. Call to Order:** AACHPC Chair, Justin Smith at 6:01pm

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

**III. Introductions/Announcements:** None

**IV. Approval of February 7<sup>th</sup>, 2017 Minutes:** *Chair, Justin Smith motioned the minutes to be Approved as submitted*

**V. Potential Planning Council Membership Interview:**

The Executive Committee interviewed potential Planning Council member Mar Barry Waller. The Committee voted to recommend Barry Waller to the AACHPC.

**Voted: 3 to 0 Motion Carried**

The potential member will be reviewed and voted on at the Planning Council full Business meeting on March 28<sup>th</sup>, 2017.

**VI. Review of AACHPC and Committee Attendance:**

- The Chair, Justin Smith expressed concerns about the Planning Council being below HRSA requirements and discussed strategies to recruiting new members as well as consumers to reflect our HRSA requirements and bring more diversity. The council also reviewed current attendance. Chair, Justin Smith noted we officially have 8 Planning Council members with (2) membership pending.

**VII. Sub-Committee Agendas:**

**VIII. HIV Planning Council Staff Report :**

- Updated recruitment materials
- Ongoing Planning Council Trainings/Presentation
- Assessment of the Administrative Mechanism Timeline

**IX. Meeting Adjourned at 7:20 pm**

**NEXT SCHEDULED MEETING**

**City Hall 301 W 2nd St, Austin, TX 78701 Room 2003  
Tuesday, March 7th, 2017 6:00 P.M.**