

**Austin Area Comprehensive HIV Planning Council
Business Committee Meeting Minutes
May 23rd, 2017**

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

MEMBERS PRESENT

Mar Padilla
Glenn Crawford
Justin Smith
Emma Sinnott
Nicole Evans
Mark Erwin
Aubrey Bragila
Dale Thele
Barry Waller
L.J. Smith

MEMBERS ABSENT

Jessica Pierce
Mark Erwin

AACHPC STAFF PRESENT

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

ADMINISTRATIVE AGENT STAFF PRESENT

Gregg Bolds Manager, Quality Management HIV Resources Administration Unit
Brenda Mendiola Quality Management HIV Resources Administration Unit

OTHERS PRESENT

None

I. Call to Order: AACHPC Chair, Justin Smith called the meeting to order at 6:02pm.

II. Certification of Quorum:

Quorum was established and certified by AACHPC Chair, Justin Smith.

III. Introductions/Announcements:

- a. Planning council member, Nicole Evans gave a speech titled “Ending AIDS Together”. The speech was originally supposed to be given at the AIDS Candlelight Memorial but, due to bad weather the event was cancelled. Currently there is no set reschedule date.

IV. Presentation: Boards and Commissions Overview:

The City of Austin Boards and Commission (BC) staff member, Aaron Mendonsa gave a presentation on the roles, rules and regulations of the BC and how their department goes hand in hand with the planning Council to help the public know about upcoming, present and past events. He also reviewed and discussed:

- *Texas Open Meeting Act (TOMA)*
- *Boards bylaws overview*
- *Board Committees*
- *Board working groups*

- *Committee Vs Working groups*
- *Board meeting schedules*
- *Attendance requirements*
- *Basic board member duties*
- *Meeting Minutes*

V. Approval of the April 25th, 2017 Minutes: *AACHPC Chair Justin Smith motioned the minutes to be approved as submitted with edits.*

VI. Review of the Administrative Agent Report

Part A: Brenda Mendiola, Quality Management HIV Resources Administration Unit, informed the committee about the latest correspondence received from HRSA. See Attachment 1

See Attachment 1

Review of the Administrative Agent Report Part B

Program Manager, Crystal Flores discussed both expenditure reports for part B

The FY18 Part B expenditure summary shown in Table 1 of the attachment. Eight (8%) percent of the year has expired; however, seven (7%) percent of funds have been through April 2017. For supplemental funding, eight (8%) percent of the year has expired; however, six (6%) percent of funds have been expended through April 2017.

See Attachment: 2

VII. Committee Reports:

➤ **Executive Committee:**

The Executive committee reviewed and discussed:

- Upcoming May events
- Planning Council Attendance

Membership Recommendation

The Business Committee reviewed the bio sketch potential Planning Council member Akeshia Smothers- Johnson.

The Committee voted to recommend Akeshia Smothers-Johnson to the AACHPC.

Voted: 9 to 0 Motion Carried

The Business Committee also reviewed the bio sketch potential Planning Council member

Whitney Bulna.

The Committee voted to recommend Whitney Bulna to the AACHPC.

Voted 9 to 0 Motion Carried

➤ **Comprehensive Planning Committee:**

Needs Assessment Updates:

• **Needs Assessment Survey Finalization:**

- The Planning Council reviewed and made edits to the 2017 Needs Assessment Survey.
 - The Planning Council voted to approve the survey with recommended edits.

Voted 9 to 0 Motion Carried

See Attachment 4

• **Austin TGA Comments on Service Standards of Care:**

The full Business Committee reviewed and discussed the recently approved Standards of Care FROM THE Comprehensive Planning Committee meeting on May, 9th, 2017.

- Housing Services
- Substance Abuse Outpatient Services
- Substance Abuse Residential

The committee decided to continue gathering comments, seeking additional information from other sources and continue reviewing these service categories at the next Comprehensive Planning Committee meeting on June 13th, 2017. No vote was made at this time.

Allocations Committee:

The Allocations Committee reviewed and discussed:

- **Assessment of the Administrative Mechanism Draft Report:**

The committee requested that the AA's expectations be included in reference to the questions and will continue gathering comments, seeking additional information from other sources and continue at the next Allocations Committee meeting on June 20th, 2017. No vote was made at this time.
- Priority Setting Resource Allocation Process Review

See Attachment 5

VIII. HIV Planning Council Staff Report :

Program Manager, Crystal Flores Reviewed, discussed and provided updates on:

- Membership Update:
The Planning Council has a couple of new members: Barry Waller and Mar Padilla. New member orientation will be scheduled in the next few weeks.
- The State of Black Women in Texas: Hosted by the AFIYA Center, Thursday May 25, at Texas Capital Room E2.002 A 10:30AM-12:00PM Panel and Discussion to follow. Continental breakfast provided. Please RSVP.
- SYNC Webinar Series: “SYNCing HIV Leadership in Black and LGBT Communities” Webinar: Wednesday, May 31, 1:00PM – 2:00PM EST: Following a very successful SYNChronicity 2017 conference, Health HIV and the National Coalition for LGBT Health will continue syncing leaders from HIV, HCV, and LGBT health in a monthly series of webinars running up to next year's SYNC in April 2018. This first webinar in the SYNC Series builds on several topics from SYNChronicity.
- Hill Country Ride for AIDS: Love on Wheels, April 29, 2017, Krause Springs.
- HIV & Aging Conference: Friday, August 25, 2017, 8:00AM – 4:00PM, St. Davids Episcopal Church, Austin, TX, www.HIVandAgingConference.com
- HIV in the Transgender Community Forum: June 22, 17, Location: TBD
- Texas Legislative Bill Updates:
 - HB 227: Organ Donation: Allows for the donation of HIV-positive organs, eyes and tissues to individuals living with HIV. Last action: 2/13/17
Referred to Public Health
 - HB 717: Opt Out: Provides an automatic HIV test during an annual physical with the option to verbally refuse. Last action: 5/2/17
Referred to Insurance
 - SB 1265 Identical, referred to HHS
 - HB 942: STDs in Elderly: Calls for a study on STDs among elderly person in Texas. Last Action: 2/13/17
Referred to Public Health
 - HB 226: Education Programs regarding HIV/AIDS infection Last Action: 2/13/17
Referred to Public Health
 - HB 1547: Human Sexuality Education in Public Schools Last

Action: 3/09/17

Referred to Public Education

- HB 3256: Syringe exchange pilot program Last Action: 5/11/17
- House Committee: Public Health
- Placed on General State Calendar

IX. Adjourned at 9:14pm

NEXT SCHEDULED MEETING
City Hall
301 W 2nd Street
Austin, TX 78701 Room 1027
Tuesday, June 27th, 2017 6:00 P.M.

Attachment 1