

**Austin Area Comprehensive HIV Planning Council
Business Committee Meeting Minutes
June 27th, 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

Akeshia Johnson-Smothers
Glenn Crawford
Justin Smith
Whitney Bulna
Nicole Evans
Aubrey Bragila
Dale Thele
Barry Waller
L.J. Smith
Jessica Pierce

MEMBERS ABSENT

Mar Padilla
Mark Erwin
Emma Sinnott

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
Patricia Niswander 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. Program Manager, Crystal Flores re-introduced new Planning Council members: Akeshia Johnson-Smothers and Whitney Bulna. New member orientation is scheduled for July 6th @ 2:00 pm.
- b. The Executive Committee meeting has been rescheduled from July 4th to July 6th, 2017 @ 12:00pm City Hall Room 2003
- c. HIV Testing Day: Tuesday June 27th, Various ASO's are in the community promoting and conducting HIV testing.

IV. Approval of the May 23rd, 2017 Minutes: *AACHPC Chair Justin Smith motioned the minutes to be approved as submitted with edits.*

V. Review of the Administrative Agent Report

Part A: Gregg Bolds and 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

Allocations committee member, Jessica Pierce discussed both expenditure reports for part B

- BVCOG Subcontractors had until Friday, June 23 to review and return any comments on Local AID Pharmaceutical Assistance and Linguistic Services
- The FY18 Part B expenditure summary is shown in Table 1 below. Seventeen (17%) percent of the year has expired; however, thirteen (13%) percent of funds have been through May 2017. For supplemental funding, seventeen (17%) percent of the year has expired; however, fourteen (14%) percent of funds have been expended through May 2017.

See Attachment: 2

VI. Committee Reports:

➤ Executive Committee:

The Executive committee reviewed and discussed:

- Upcoming June events
- Planning Council Attendance

Membership Application Form

(The council voted to except new changes and amendments made to current Planning Council Membership Application)

Voted: 10 to 0 Motion Carried

➤ Comprehensive Planning Committee:

Needs Assessment Updates:

- Focus Group Brainstorming
- Data Integration

• 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 June 20th, 2017.

- Housing Services
(The council voted to accept the current Housing Standards of Care with new changes proposed by the Comprehensive Planning Committee)

Voted: 10 to 0 Motion Carried

Allocations Committee:

The Allocations Committee reviewed and discussed:

- **Assessment of the Administrative Mechanism Draft Report:**
At the Allocations Committee meeting on June 20th, 2017. A vote was made to pass this report on to the full Business meeting. After review the Business Committee Voted to accept the Assessment of the Administrative Mechanism Draft Report.

Voted: 10 to 0 Motion Carried

- **Priority Setting Resource Allocation Process Review**
At the Allocations Committee meeting on June 20th, 2017. A vote was made to pass on (PSRAPR) to the full Business meeting. After review the Business Committee Voted to accept the Priority Setting Resource Allocation Process Review with amendments and edits.

Voted: 9 to 0 Motion Carried (1) Sustained

See Attachment 5

VII. HIV Planning Council Staff Report :

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

- Membership Update:
- HIV in the Transgender Community Forum Summary
- Texas Legislative Bill Updates
- Austin Black HIV/AIDS Task Force: Meeting scheduled for June 26, 2017
- HIV & Aging Conference: Friday, August 25, 2017, 8:00AM – 4:00PM, St. Davids Episcopal Church, Austin, TX, www.HIVandAgingConference.com
- Department of State Health Services Data Presentation: Ann Dills, Systems Consultant from the Department of State Health Services (DSHS) came and presented on the Epidemiology of HIV in the Austin area with data from 2015. The data can be used to help aid discussion about health outcomes in Austin area, through the Priority Setting Resource Allocation Process, as well as with the Comprehensive Plan/Needs Assessment.

VIII. Adjourned at 8:39pm

NEXT SCHEDULED MEETING

**City Hall
301 W 2nd Street
Austin, TX 78701 Room 1027
Tuesday, July 25th, 2017 6:00 P.M.**