

**Austin Area Comprehensive HIV Planning Council  
Comprehensive Planning Committee Meeting Minutes  
October 10<sup>th</sup>, 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**

Nicole Evans  
Akeshia Johnson-Smothers  
Glenn Crawford  
Justin Smith

**AACHPC STAFF PRESENT**

Laura Still, Planner  
Dwight Scales, Administrative Assistant

**ADMINISTRATIVE AGENT STAFF PRESENT**

David Garza Grants Coordinator Administrative Agent

**OTHERS PRESENT**

**I. Call to Order:** AACHPC Chair, Nicole Evans at 6:01pm

**II. Certification of Quorum:** Quorum was established and certified by Committee Chair, Nicole Evans

**III. Introductions/Announcements:** None

**IV. Non-traditional partners Focus Group Planning:**

Committee Chair, Nicole Evans and the committee discussed and reviewed different strategies and set specific timelines for achieving better collaboration and engagement with non-traditional partners.

- Community Partner Mini Telethon Canceled
- First focus Group will be among local sorority chapters and possibly also fraternities- tentative in early November.
- Additional focus groups will be scheduled 2018

**V. Review Needs Assessment Report Draft:**

Section I of the draft Needs Assessment report was reviewed. Edits were noted for incorporation into the next draft. The following chapters were reviewed:

- Acknowledgements
- Introduction (Methodology, Background)
- Participant Composition (Demographics)
- Service Needs and Barriers

**VI. Comprehensive Plan Updates:**

The committee reviewed activities from the 2017-2021 Comprehensive Plan: All Task Completed in the previous month.

1. Gender Affirming Transgender Healthcare and HIV: Training for Ryan White Service Providers (10/2/17)
2. Austin PRIDE Parade 2017 (10/02/17)

3. Facebook monthly digest September (9/30/17)
4. PrEP Presentation to HIV PC from KIND Clinic and the Center for Health Empowerment (9/1/17)
5. City Council partially approved LGBTQ Quality of Life Commission's budget request for PrEP Funding (8-15-17)
6. Committee brainstormed additional activities to add to the comprehensive plan.

**VII. U.S. Conference on AIDS takeaways for planning:**

Discussion was tabled to the next meeting.

**VIII. Adjournment: 7:40pm**

**Next Steps:**

1. Possible new meeting times and locations:  
The committee decided it will continue to meet at the current location for future meetings. The will continue to explore new meeting times and locations to better help with logistics and community participation.
2. Committee members will reach out to community partners to plan focus groups.
3. Committee members will submit information about comp plan activities to staff to incorporate into comp. plan database.

**NEXT SCHEDULED MEETING**

**TBD**