# Austin Area Comprehensive HIV Planning Council Business Committee Meeting Minutes December 19, 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

Dale Thele

Jessica Pierce

Emma Sinnott

Nicole Evans

Aubrey Bragila

Barry Waller

#### **MEMBERS ABSENT**

Whitney Bulna L.J. Smith

#### **AACHPC STAFF PRESENT**

Laura Still, Planner

Cassandra Deleon, Program Manager, Planning and Evaluation Unit Scott Lyles, Program Coordinator, Planning and Evaluation Unit

## ADMINISTRATIVE AGENT STAFF PRESENT

Brenda Mendiola Quality Management, HIV Resources Administration Unit

## **OTHERS PRESENT**

Daniel Ramos, GILEAD

## **MEETING ITEMS**

I. Call to Order: AACHPC Chair, Justin Smith called the meeting to order at 6:07pm.

### **II.** Certification of Quorum:

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

- III. Introductions/Announcements: None
- **IV.** <u>Approval of the October 24<sup>th</sup>, 2017 Minutes:</u> *AACHPC Chair Justin Smith motioned the minutes to be approved as submitted.*

### V. Review of the Administrative Agent Report

<u>Part A:</u> Brenda Mendiola, Quality Management HIV Resources Administration Unit, informed the committee about the latest correspondence received from HRSA.

See Attachment 1

<u>Part B</u>: Senior Planner, Jessica Pierce discussed both expenditure reports for part B See Attachment: 2

#### **VI. Committee Reports:**

### **Executive Committee:**

Committee Chair, Justin Smith provided an update on the (10-5-17) meeting.

Vote on 2018 Committee and Full Council meeting schedule, summarized below:

- Executive Committee, 1st Tuesday of every month @6PM City Hall
- Comprehensive Plan Committee, 2<sup>nd</sup> Tuesday of every month @6PM City Hall
- E-QM Committee, 2<sup>nd</sup> Tuesday of every month @6PM City Hall
- Allocations Committee, 3<sup>rd</sup> Tuesday of every month @6PM City Hall
- Full Council meeting, 4<sup>th</sup> Tuesday of every month @6PM City Hall

Vote: 9 to 0 Motion Carried (0) Abstained (0) Conflicted

Chair, Justin Smith, announced Glenn Eaddy as the winner of the 2017 Community Star Award.

- **Evaluations QM Committee:** Did not meet in December.
- **Comprehensive Planning Committee:** Did not meet in December.
- ➤ <u>Allocations Committee:</u> Did not meet in December.

### **VII. HIV Planning Council Staff Report:**

- Planner announced that the annual Planning Council satisfaction survey is out now. Please take time to provide input.
- Scott Lyles made an announcement about upcoming Getting to Zero initiative
- HRSA site visit tentatively re-scheduled for April, 2018
- On World AIDS Day, Central Health Equity Policy Council will vote on a policy to support for 2018. Planning Council members and staff have been serving as subject matter experts on the Opt-Out HIV Testing policy initiative.

## VIII. Adjourned at 6:40PM

NEXT SCHEDULED MEETING

**TBD**