

**HIV PLANNING COUNCIL MEETING MINUTES
TUESDAY, OCTOBER 9TH, 2018**



**HIV PLANNING COUNCIL
COMPREHENSIVE PLANNING COMMITTEE MEETING MINUTES
9TH, 2018**

**COMMITTEE MEETING
TUESDAY, OCTOBER**

The HIV Planning Council Comprehensive Planning Committee convened in a committee meeting on Tuesday, October 10th, 2018 at City Hall, 301 West 2nd Street, Room 1027 in Austin, Texas.

Committee Chair *Glenn Crawford* called the Committee Meeting to order at 6:01p.m.

Council Members in Attendance:

Committee Chair Glenn Crawford, Akeshia Johnson-Smothers, Bart Whittington, Emma Sinnott, Justin Smith, Whitney Bulna

Council Members Absent: *Alberto Barragan, Jerry Elrod*

Staff in Attendance: *Hailey de Anda, Supervisor, Halana Kaleel, Administrative Senior, Laura Still, Planner.*

Administrative Agent: *Brenda Mendiola, Glenn Selfe*

Presenters: *None*

1. CERTIFICATION OF QUORUM

Committee Chair Glenn Crawford established and certified Quorum.

2. CITIZEN COMMUNICATION

None

3. INTRODUCTION/ANNOUNCEMENTS

- a.** Glenn Selfe announced his new position as Manager of HIV Resources Administrative Unit (Administrative Agent) and wanted to attend a Comprehensive Planning Committee as he has never been before.

4. APPROVAL OF MINUTES

The minutes from the meeting of September 11th, 2018 were approved without corrections.

5. STAFF REPORT

- a.** The presentation was made by Hailey de Anda, Supervisor, HIV Planning Council Office of Support (*See Appendix A*).
 - i.** Committee Chair Glenn Crawford offered to table at the World AIDS Day Proclamation November 29th, 2018.
 - ii.** Committee asked to give feedback on recommended meeting dates for 2019.

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6. NEEDS ASSESSMENT PHASE II PLANNING- QUALITATIVE DATA COLLECTION

- a. Planning Council Data Analysis and Recommendation Worksheet was reviewed and completed by the committee.
- b. Support Staff Laura Still presented key takeaways from completed focus groups and key informant interviews.
- c. Committee discussed key takeaways, highlighted topics, and recommendations such as:
 - i. Affordable housing
 - Identify list of licensed boarding homes from City of Austin to add to housing resource guide for case managers.
 - ii. Transportation
 - 211 pilot, Lyft, Uber Health.
 - Research results from other rideshare pilots and options.
 - Research models for mobile health services.
 - Recommend official correspondence from Planning Council to Mayor/City Council around transportation issue.
 - iii. Streamline processes across providers
 - Need for eligibility card.
 - Recommend researching feasibility of centralized eligibility database and eligibility card.
 - Catalogs of Resources- for example: 211, Aunt Bertha, Red Ribbon, etc.
 - Committee Member Emma Sinnott requested Planning Council Staff to look into what other jurisdictions are doing to streamline processes.
 - iv. Peer Support
 - Peer group for newly diagnosed.
 - Research peer support/navigator models.
 - v. Stigma/Insensitive Care
 - Difficult to address directly.
 - Health Relationship Programs recommended.
 - Recommend that providers establish open-houses at provider locations after hours Q&A.

7. COMPREHENSIVE PLAN QUARTERLY UPDATES

- a. Request for quarterly updates on community activities was sent out September 11th, 2018 and is due early November.

8. LOGIC MODEL

- a. Committee reviewed DRAFT Comprehensive Planning Logic Model (*See Attachment A*).
 - i. Important to capture the assessments the Planning Council is doing and this informs resource allocation.
 - ii. Linkage with allocations committee critical. Communication between committees is unclear with logic model.

9. ADJOURNMENT

Committee Chair Glenn Crawford adjourned the meeting at 8:26 p.m. without objection.

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Appendix A

**Planning Council: Office of Support Staff Report
October 9, 2019 Comprehensive Planning Committee Meeting**

ANNOUNCEMENTS

Fast Track Cities Upcoming Workgroup Meetings

Location: Rosewood-Zaragosa Neighborhood Center (2800 Webberville Rd.)
www.facebook.com/AustinFTC/

Now Accepting Nomination for the Star Award

<https://www.surveymonkey.com/r/hivplanningcouncilstarawards>

STAFF ACTIVITIES

Ryan White Part A Grant Activities

- HRSA Site Visit final report expected at the end of October

Needs Assessment

- Needs Assessment 1-pager finalized
- Analysis and presentation of collected data, so far.
- Reviewing target groups for data collection and plan for data gathering through the year.

Comprehensive Planning

- Annual update to the Comprehensive Plan's Dashboard
- Request for quarterly update on community activities

Outreach and Recruitment

- Updating materials for the Community Star award. Taking into consideration recommendations on how to honor professionals as well as community members.
- World AIDS Day Proclamation 11/29 with reception on Mayor's balcony

Technical Assistance and Training

- Recommended meeting dates for 2019
 - **Executive Committee:** 1st Tuesday of the month at 6pm at City Hall
 - **Comprehensive Planning Committee:** 2nd Tuesday of the month at 6pm at City Hall
 - **Allocation Committee:** 3rd Wednesday of the month at 6pm at City Hall
 - **Business Meeting:** 4th Monday of the month at 6pm at City Hall
- December Business meeting: Old Thousands on December 4th at 6:00pm
- Officer nominations for on October 30th

Partnerships

- Texas HIV Syndicate

Other

- City of Austin Open Data Portal project