



## Special Meeting of the HIV Planning Council May 04, 2020 of meeting

### Finance/Allocations Committee to be held 05/04/2020 with Social Distancing Modifications

Public comment will be allowed via telephone; no in-person input will be allowed. **All speakers must register in advance (05/03/2020 by Noon).** All public comment will occur at the beginning of the meeting.

To speak remotely at the 05/04/2020 HIV Planning Council Meeting, residents must:

- Call or email the board liaison at (512) 972-5806 and [Jaseudia.Killion@austintexas.gov](mailto:Jaseudia.Killion@austintexas.gov) no later than noon, (05/03/2020). The information required is the speaker name, item number(s) they wish to speak on, whether they are for/against/neutral, and a telephone number or email address.
- Once a request to speak has been called in or emailed to the board liaison, residents will receive either an email or phone call providing the telephone number to call on the day of the scheduled meeting.
- Speakers must call in at least 15 minutes prior to meeting start in order to speak, late callers will not be accepted and will not be able to speak.
- Speakers will be placed in a queue until their time to speak.
- Handouts or other information may be emailed to Jaseudia Killion by Noon the day before the scheduled meeting. This information will be provided to Board and Commission members in advance of the meeting.
- If this meeting is broadcast live, residents may watch the meeting here: <http://www.austintexas.gov/page/watch-atxn-live>



**HIV PLANNING COUNCIL  
FINANCIAL/ALLOCATIONS COMMITTEE MEETING MINUTES  
Monday, May 4, 2020  
VIA VIDEOCONFERENCING**

**Committee Chair Barry Waller called the meeting to order at 3:04 p.m.**

**FINANCIAL/ALLOCATIONS COMMITTEE MEMBERS:**

*Committee Chair-Barry Waller, Adriana Neves, Alberto Barragan, Dennis Ringler, Mattyna Stephens, and Samuel Goings*

**Council Members in Attendance:**

**Committee Chair Barry Waller, Alberto Barragan, Dennis Ringler, Mattyna Stephens, and Samuel Goings**

**Members Absent:**

*Adriana Neves*

**Staff in Attendance: Hailey de Anda, Interim Unit Manager Jaseudia Killion, Planner II, Anjelica Barrientos, AmeriCorps VISTA**

**Administrative Agent: Anthony Kitzmiller and Patricia Niswander**

**Presenters: None.**

**Citizen Communication: None.**

**Other: Adam, City of Austin Tech**

**CALL TO ORDER**

- a. Committee Chair Barry Waller called the meeting to order at 3:04 p.m.

**CITIZEN COMMUNICATION**

- a. Speakers who have registered in advance to speak on agenda items will be allotted three minutes each to address their concerns at the onset of the meeting. Registered speakers will be called upon one by one during this process.

**1. CERTIFICATION OF QUORUM**

- a. Committee Chair Barry Waller established and certified quorum at 3:04 p.m.

**2. INTRODUCTION/ANNOUNCEMENTS**

- a. Welcome to new HIVPC and committee member, Dennis Ringler



- b. Welcome to new committee member, Alberto Barragan
- c. Johnathan Wells is no longer a HIVPC member

### **3. APPROVAL OF MINUTES**

- a. Minutes from January 15<sup>th</sup>, 2020 meeting were approved

### **4. DOCUMENT REVIEW/PROCESS IMPROVEMENT**

- a. Priority Setting and Resource Allocations (PSRA) process document review
  - i. Review proposed PSRA cycle process document for FY2020
    - 1. Committee Chair Barry Waller provided high level overview of the document's development and purpose
    - 2. Committee Chair Barry Waller reviewed the Draft Summary of Data Needs and Requests Document
      - a. This is a supporting document that is subject to change
      - b. Committee Chair Barry Waller informed members that they will be given an informational binder of various HIV/AIDS data during the PSRA process
      - c. The PSRA process needs to be completed by August
    - 3. Dennis Ringer motioned to approve; motion seconded by Samuel Goings
      - a. Item is approved with a 5-0-0 vote
  - ii. Discuss and Review PSRA workshop dates and agendas
    - 1. Committee Chair Barry Waller reviewed the proposed workshop dates and draft agendas
- b. Rapid Reallocation policy review
  - i. Committee Chair Barry Waller communicated the need for a rapid reallocation policy; currently there is no document to review
- c. New Conflict of Interest Policy review
  - i. Jaseudia Killion introduced the development of the Conflict of Interest Policy
    - 1. HRSA Part A Manual and San Francisco HIVPC strategies helped develop the policy

### **5. REVIEW ANNUAL CALENDAR**

- a. Review of the work plan calendar for this committee
  - i. Jaseudia Killion reviewed the committee's work plan calendar of major activities
  - ii. Update: The AA has distributed the HIVPC 2019-2020 Assessment of Administrative Mechanism Survey

### **6. PLANNING COUNCIL BUDGET UPDATE**

- a. The Administrative Agent (AA) update on the Notice of Award FY2020 for Ryan White Part A
  - i. Anthony Kitzmiller provided update on dollar amounts awarded
    - 1. Compared to 2019, The Council received more funding in 2020
  - ii. Separate updates will be provided on the following:
    - 1. Service category allocation
    - 2. COVID-19 funds
- b. The AA update on the Notice of Award for Ending the Epidemic




- i. This is a 5-year grant
- ii. Award amount of \$750,000; this is below the amount initially applied for
  - 1. Following the award amount, negotiations were made with HRSA to re-develop the Action Plan
    - a. HRSA communicated that they are anticipating increased funding in the following grant years
  - 2. The AA is working with the Austin/Travis County Fast-Track Cities Initiative to develop contracts with community partners
- c. Expenditure report for the Office of Support FY2019
  - i. Reviewed expenditure report documents
    - 1. Discussed opportunity to spend funds more effectively and efficiently
  - ii. A contract for an annual expenditure report is being negotiated between the PC and the AA

## **7. ADMINISTRATIVE AGENT PART A EXPENDITURE AND VARIANCE REPORT**

- a. Subrecipients spent majority of FY2019 Service Category funds
- b. Funds are being carried over to FY2020

## **ADJOURNMENT**

- a. Committee Chair Barry Waller adjourned the meeting at 4:24 p.m.

 *Indicative of action items*

The City of Austin is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days (48 hours) before the meeting date. TTY users' route through Relay Texas at 711.

For More Information on the HIV Planning Council, Allocations Committee, please contact Hailey de Anda at (512) 972-5862.

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