Special Meeting of the HIV Planning Council
May 22, 2020 of meeting

Strategic Planning/Needs Assessment Committee to be held 05/22/2020 with Social Distancing Modifications

Public comment will be allowed via telephone; no in-person input will be allowed. **All speakers must register in advance (05/21/2020 by Noon).** All public comment will occur at the beginning of the meeting.

To speak remotely at the 05/22/2020 HIV Planning Council Meeting, residents must:

•Call or email the board liaison at (512) 972-5806 and Jaseudia.Killion@austintexas.gov no later than noon, (05/21/2020). 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
STRATEGIC PLANNING/NEEDS ASSESSMENT COMMITTEE
VIA VIDEO CONFERENCING

STRATEGIC PLANNING/NEEDS ASSESSMENT COMMITTEE MEMBERS:

Committee Chair-Glenn Crawford, Brian Johnson, Lee Miranda, Tara Scarbrough

AGENDA

Committee Chair *Glenn Crawford* called the Committee Meeting to order at 10:12 a.m.

Council Members in Attendance:
Committee Chair Glenn Crawford, Lee Miranda, and Tara Scarbrough

Council Members Absent: *Brian Johnson*

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

Administrative Agent: *Brenda Mendiola*

Presenters: *None*

Other: *Adam, City of Austin AV Tech*

1. **CERTIFICATION OF QUORUM**

    a. Committee Chair *Glenn Crawford* called the Committee Meeting to order at 10:12 a.m.

2. **INTRODUCTION/ANNOUNCEMENTS**

    a. None

3. **APPROVAL OF MINUTES**

    a. The minutes from the March 9, 2020 meeting were approved with one correction regarding a participant's name.

4. **NEEDS ASSESSMENT**

    a. Finalize Needs Assessment Survey Questionnaire
        i. Jaseudia Killion presented the Agency 2020 Needs Assessment Survey:
            1. Formatting issues are being addressed
            2. Support staff is awaiting guidance from HRSA regarding how to administer the Assessments

3. Committee conversation regarding keeping 'Dietician' needs in the survey because it is not a funded service and is often costly; at this time 'Dietician' will remain in the survey
4. Committee requested to confirm if there is a waitlist for 'Free or low-cost HIV medicine' (Q2) and 'Help paying insurance costs' (Q3)
5. Committee conversation regarding Section 10: Incarceration History: Committee requested to add 'Work Release' to this section

ii. Jaseudia Killion presented the Field 2020 Needs Assessment Survey (participants do not have to be HIV positive to take this survey):
1. Committee conversation:
a. Q7: Although Uber and Lyft are not funded services, it would be important to know about these needs; Committee request to make minor grammatical correction to include other rideshare options
b. Q15: Although childcare is not a funded service, it would be important to know about this need
c. Q19: Grammatical correction
d. Q33: Grammatical correction

iii. Committee Chair Glenn Crawford motioned to approve both the Agency and Field 2020 Needs Assessments
1. Motion seconded by Lee Miranda
2. The Agency 2020 Needs Assessment and the Field 2020 Needs Assessment were approved by all Committee members
a. The recommendation will move to the next Full Business Committee (scheduled for 5/27/20) for a vote

5. DISCUSSION AROUND CAPTURING FEEDBACK FOR ASSESSMENT DURING COVID-19

a. Jaseudia Killion reviewed the current situation and options regarding administering the Needs Assessments during COVID-19
i. There are gift cards available for survey participants, and this adds special considerations on behalf of partners
ii. Historically, Assessment administration is completed by the Fall. Support staff is currently taking recommendations on how to administer the Assessments and is awaiting guidance from HRSA.

6. REVIEW ANNUAL CALENDAR WITH COMMITTEE TASKS FOR 2020

a. Jaseudia Killion presented the annual calendar
i. Committee Chair Glenn Crawford: The calendar will need to continuously be reviewed and adjusted as needed

7. DATA REVIEW OF EARLY IDENTIFICATION OF INDIVIDUALS WITH HIV/AIDS

a. Review one-page document on the Early Identification of Individuals with HIV/AIDS (EIIHA) indicators for the Austin Transitional Grant Area (TGA)
i. No document was presented to review; Jaseudia Killion gave an overview of the pending EIIHA data
ii. The HIVPC identified three key populations Black MSM; Latinx MSM; and Black Women

1. Transgender was added to the EIIHA data request for this year

iii. Brenda Mendiola announced that we are anticipating 2019 data in August of this year

ADJOURNMENT

Committee Chair *Glenn Crawford* adjourned the Committee Meeting at 10:51 a.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, Comprehensive Planning Committee, please contact Hailey de Anda at (512) 972-5862.