



## **Governance/Membership Committee Meeting of the HIV Planning Council**

### **Tuesday, October 6, 2020**

#### **Governance/Membership Meeting to be held 10/06/2020 with Social Distancing Modifications**

Public comment will be allowed via telephone; no in-person input will be allowed. **All speakers must register in advance** (10/05/2020 by Noon). All public comment will occur at the beginning of the meeting.

To speak remotely at the October 6, 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, (the day before the meeting). 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@austintexas.gov](mailto:Jaseudia.Killion@austintexas.gov)** 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  
GOVERNANCE/MEMBERSHIP MEETING  
Tuesday, October 6, 2020, 12:00 P.M.  
City Hall/ Remote Meeting  
Austin, Texas**

**GOVERNANCE/MEMBERSHIP COMMITTEE MEMBERS:**

*Committee Chair Akeshia Johnson-Smothers, Brooks Wood, Julio Gómez, Tarik Daniels, and Taylor Stockett.*

**AGENDA**

**CALL TO ORDER**

Meeting called to order at 12:04 PM

**CITIZEN COMMUNICATION**

Speakers who have registered one day prior to the meeting will have a three-minute allotment to address concerns regarding items on the agenda.

**1. CERTIFICATION OF QUORUM**

Meeting quorum was certified

**2. INTRODUCTION/ANNOUNCEMENTS**

Rocky Lane was introduced to the group as an interviewee

**3. APPROVAL OF MINUTES** 🏳️‍🌈

- a. Minutes were approved as written, unanimously

**4. MEMBERSHIP INTERVIEW**

- a. Rocky Lane 🏳️‍🌈
  - i. Rocky Lane was approved to join the HIV Planning Council, unanimously
  - ii. Rocky Lane will be announced to full business as a non-voting member for a 2-year term
  - iii. Rocky Lane was recommended for the Governance/Membership committee

**5. ANNUAL CALENDAR REVIEW**

- a. October calendar events were reviewed
  - i. The membership application was recommended to be reviewed
- b. November meeting date was confirmed

**6. POLICY DEVELOPMENT**

- a. Review Policy Examples



- i. Planning Council policies from other Ryan White cities were discussed
- b. Review Policy Drafts
  - i. Virtual meeting
    - a. Discussion of remote meetings taking place after COVID-19 pandemic, so meetings are more accessible
    - b. Remote meeting platform is flexible
    - c. Recommended to bring to full business council
  - ii. Membership Attendance
    - a. Attendance policy draft is still in progress and will be reviewed in November
  - iii. Non-voting membership
    - a. Discussion of term length being included in draft
    - b. Send to full business council to be voted for approval for timeliness

## **7. MEMBERSHIP AND ATTENDANCE**

- a. Review attendance
  - i. Reviewed goal of 20-25 members
- b. Review of membership activities
- c. Membership roster and demographics

## **8. RECRUITMENT/PROMOTION**

- a. Review Social Media Calendar
  - i. Review September content assignments and experiences with posting
  - ii. Designate Committee Members to Develop Social Media Posts for October
- b. STAR Awards Planning
  - i. Discussion of how to make STAR awards more accessible and robust
    - a. Community-wide nomination process
    - b. How to promote active engagement for the STAR awards in the community
    - c. Press releases and social media promotion discussed as a way to increase community engagement

## **9. DOCUMENT REVIEW**

- a. Membership Application

## **10. HIV PLANNING COUNCIL STAFF REPORT**

- a. Committee Budget Review



- i. Budget Recommendations
  - a. Dylan Keesee presented on the options for custom merchandise available for the council to create
- ii. Quotes for Virtual Meeting Platforms and Merchandise
  - a. The differences and similarities between Zoom and Teams were discussed as possible meeting platforms for the council

## **ADJOURNMENT**

Meeting adjourned at 1:42PM

*⚠ 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.