Special Meeting of the HIV Planning Council
October 21, 2020 of meeting

Finance/Allocations Committee to be held 10/21/2020 with Social Distancing Modifications

Public comment will be allowed via telephone; no in-person input will be allowed. **All speakers must register in advance (10/20/2020 by Noon).** All public comment will occur at the beginning of the meeting.

To speak remotely at the 10/21/2020 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, (10/20/2020). 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
WEDNESDAY 10/21/2020
6:00 PM-8:00 PM
VIA VIDEOCONFERENCING

FINANCIAL/ALLOCATIONS COMMITTEE MEMBERS:

Committee Chair-Barry Waller, Dennis Ringler, Mattyna Stephens, and A. Daniel Ramos

AGENDA

CALL TO ORDER
Meeting called to order at 6:03PM

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**
   Quorum was established

2. **INTRODUCTION/ANNOUNCEMENTS**
   a. A. Daniel Ramos introduced himself to the Finance and Allocations committee

3. **APPROVAL OF MINUTES**
   a. Minutes were approved as is, unanimously

4. **REALLOCATION**
   a. There were no reallocations to be reviewed

5. **ASSESSMENT OF THE ADMINISTRATIVE MECHANSIM RESPONSE**
   a. The assessment of administrative mechanism survey was reviewed, and the results were discussed

   b. The Administrative Agent will present response to the survey findings and answer questions
      i. Reallocation will be better this year due to new, recently approved policy
      ii. Billing is always going to be at or below the 30-day policy so the HRSA standard is met
      iii. Contracting process with city of Austin is very difficult, so contracts take an extended time period to be completed and can go past 45 days depending on communication
      iv. Monitoring process was completed but the dates requested were incorrect dates so the HRSA standard was not met
         1. FY2018-2019 was not completed and P.O. was notified
         2. P.O. said that the FY2018-2019 does not need to be completed

3. Future monitoring will occur once all the grants of the year end to ensure monitoring is done properly

6. PLANNING COUNCIL BUDGET PROPOSALS

a. Governance/Membership Committee Requests
   i. Facebook Ad money for STAR Awards
   ii. Merchandise money for promotional items
      1. Potential merchandise was presented to the council for their input

b. Member Requests
   i. Devices for virtual meetings
      1. Houston HIV Planning Council device usage contract was provided
   ii. Transportation vouchers

7. REVIEW ANNUAL CALENDAR

a. Review of the work plan calendar for this committee

8. STAFF REPORT

a. Austin area assessment will be done by Emily Gantz-McKay and Hila Berl
b. Anthony Kitzmiller reviewed the budget vs estimate as of October 31, 2020
   i. Discussion of future reallocation for categories with low %-expended

ADJOURNMENT

Meeting adjourned at 7:44PM

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.