



**HIV PLANNING COUNCIL  
BUSINESS MEETING  
Meeting Date: April 24, 2012  
Minutes from the March 27, 2012 Business Meeting  
MINUTES**

**Meeting Location:** 1520 Rutherford, Austin TX

**Meeting Called to order at:** 6:06 p.m.

**Planning Council Members in attendance:** Amber Alvarez, David Barstow, Joseph Collins, Shanika Cornelius, Leah Graham, Christopher Hamilton, Paul Hassell, Justin Irving, Victor Martinez, and Winifred Muhammad.

**City of Austin Staff in attendance:** Gregory Bolds, Carlos Rivera, Brenda Mendiola, Stephanie Hayden, David Garza, and Kimberly Pemberton.

**Community members in attendance:** Melissa Cook, Kareen Breeting, Andrew Cook, Frank Cantu, Randy Krapf, Britt Riss, Darryl Woodall, Maria Ruiz, Larry Alexander, Sylvia Lopez, Debra Washington, Amelia Reinwald, Joe Andrews, Lee Simons, Casey Clem, and Greg Hanson.

**Review and Approval of Minutes:**

Meeting minutes from February 14, 2012 were approved with noted corrections.

**Introduction of the Health and Human Services Department Director Carlos Rivera:**

Carlos Rivera introduced himself as the new Director of the Health and Human Services Department.

**Chair "Share":**

Christopher Hamilton reviewed the Planning Council membership report and the membership composition report.

Joseph Collins gave an update on the National Week of Prayer for the Healing of AIDS events.

**Ryan White Part A Administrative Agent Report:**

Greg Bolds reviewed the Administrative Agent Report for the month of March; He stated that the Austin TGA (transitional Grant Area) received its NGA (Notice of Grant Award) February 27, 2012 in the amount of \$4,299, 128 which is a decrease from FY 11 in the amount of \$105,861. He also said that the Quality management position has been filled.

### Sub-Committee Reports:

Allocations: Victor Martinez stated that the sub-committee reviewed the February Administrative Agent report and that they discussed the estimated carryover amount.

Care Strategy/Needs Assessment: Christopher stated that the sub-committee started looking at additional standards of care and he also stated that the Needs Assessment project has held five focus groups.

Quality Management: Paul Hassell stated that the sub-committee has email and sent hard copies of letters to the providers asking for feed back on the Client Satisfaction surveys.

Comprehensive Plan: Joseph Collins stated that the sub-committee finished the data gathering and gave Kimberly the final draft of the Comprehensive Plan .

### Staff Report:

Kimberly stated that phase two of the Needs Assessment project is complete and that she will be working on the narrative part of the Comprehensive Plan.

Hearing no objection the meeting was adjourned at 7:14 p.m.