



Versión en español a continuación.

Executive Committee Meeting of the HIV Planning Council TUESDAY, February 2, 2021

Executive Committee Meeting to be held February 2, 2021 with Social Distancing Modifications

Public comment will be allowed via telephone; no in-person input will be allowed. **All speakers must register in advance (02/01/2021 by noon).** All public comment will occur at the beginning of the meeting.

To speak remotely at the **February 2, 2021 HIV Planning Council Meeting**, members of the public must:

- Call or email the board liaison at **(512) 972-5806 and 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** 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>



Reunión del **Executive Committee Meeting of the HIV Planning Council**

TUESDAY, February 2, 2021

FECHA de la reunion (Febrero 2, 2021)

La junta se llevará con modificaciones de distanciamiento social

Se permitirán comentarios públicos por teléfono; no se permitirá ninguna entrada en persona. Todos los oradores deben registrarse con anticipación (**02/01/2021** antes del mediodía). Todos los comentarios públicos se producirán al comienzo de la reunión.

Para hablar de forma remota en la reunión, los miembros del público deben:

- Llame o envíe un correo electrónico al enlace de la junta en **(512) 972-5806 and Jaseudia.Killion@austintexas.gov** a más tardar al mediodía (el día antes de la reunión). La información requerida es el nombre del orador, los números de artículo sobre los que desean hablar, si están a favor / en contra / neutrales, y un número de teléfono o dirección de correo electrónico.
- Una vez que se haya llamado o enviado por correo electrónico una solicitud para hablar al enlace de la junta, los residentes recibirán un correo electrónico o una llamada telefónica con el número de teléfono para llamar el día de la reunión programada.
- Los oradores deben llamar al menos 15 minutos antes del inicio de la reunión para poder hablar, no se aceptarán personas que llamen tarde y no podrán hablar.
- Los oradores se colocarán en una fila hasta que llegue el momento de hablar.
- Los folletos u otra información pueden enviarse por correo electrónico a **Jaseudia.Killion@austintexas**. antes del mediodía del día anterior a la reunión programada. Esta información se proporcionará a los miembros de la Junta y la Comisión antes de la reunión.
- Si esta reunión se transmite en vivo, los residentes pueden ver la reunión aquí: <http://www.austintexas.gov/page/watch-atxn-live>



**HIV PLANNING COUNCIL
EXECUTIVE MEETING
Tuesday, February 2, 2021, 5:00 P.M.
City Hall/ Remote Meeting
Austin, Texas**

HIV PLANNING COUNCIL MEMBERS:

Chair-L.J. Smith, Vice Chair Tarik Daniels, Secretary-Glenn Crawford, Akeshia Johnson-Smothers, Daniel Ramos, and Barry Waller

MINUTES

CALL TO ORDER

5:03 PM meeting called to order by Chair L.J. Smith.

Committee Members in Attendance: Chair-L.J. Smith, Vice Chair Tarik Daniels, Secretary-Glenn Crawford, Akeshia Johnson-Smothers, Daniel Ramos, and Barry Waller

Staff in Attendance: Hailey deAnda, Jaseudia Killion, Dylan Keese, and Mallory Scott

AA in Attendance: Justin Ferrill, Anthony Kitzmiller

CITIZEN COMMUNICATION

The first 10 speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

- 1. CERTIFICATION OF QUORUM**
- 2. INTRODUCTION/ANNOUNCEMENTS**

Anthony: Introduce and Welcome new manager, Justin Ferrill.

- 3. APPROVAL OF MINUTES** 

Minutes approved as written.

- 4. COMMITTEE UPDATES**

- a. Governance/Membership

Update on STAR AWARDS: on hold for the time being due to needing to hire a graphic designer to amp our promotion for this, also work with our partners to get this out.

We are the work group tasked with the CAB, it was a consensus to not reinvent the wheel and see how we can utilize information from partners or others developing CABS.



Working on our calendar.

Asking for any African American council members to make short videos for Black HIV Aids awareness day to post to social media.

Glenn: Are you going to use some of the previous winners to highlight previous years and to share the date change and that it will be happening later this year.

Akeshia: We will be mentioning past recipients of past Star Awards. Our forward thinking is working on our social media outreach calendar and grow our planning council.

Daniel: Who does have a CAB? I get not reinventing the wheel.

LJ: We do have a provider that just went through it. They have a template/ booklet. We can get that.

Akeshia:

Daniel: Can I use support group names? Not subrecipients.

LJ: yes, just not subrecipients.

Daniel: Akeshia, have you heard of The Woodard Circle? Dr. Gill, we could reach out to him. I know they are actively meeting and have ties with the community. I could get you his information.

Tarik: Woodard Circle is still going. Westing Mirror house and the LGBT Quality of Life has a CAB for this survey. It's a large body to get feedback. It's a consulting firm to do the study but they have worked with the equity office.

b. Care Strategies

Daniel: At our last meeting is when we had the service standards and directives training meeting. We will be discussing that at tonight's meeting. Working to identify potential peer navigator service categories and standards to bring to you and the rest of the council. I don't know the timeline for presenting to you, but we will discuss tonight. We will go back to reviewing service standards and DHHS service standards. Lastly, payor of last resort finalization. Thank you all for your support, this is my first executive meeting.

LJ: Thoughts on moving forward for this year?

Daniel: Encourage council to bring any ideas to new directives that we can work on. I will be asking for people to think outside of the box, promoting education for all of us, work with federal officers and the aa.

Glenn: In our training it was mentioned that there was a subrecipient that was doing per navigation. Did we ever get that list?

Daniel: Did Emily get you that list?

Jaseudia: They are working on finalizing the report and will get that to me when they are able to.

c. PC Business

d. Finance/Allocations

Barry: Had our meeting in Jan. 2021. We looked at and began our discussion on the PSRA process, looked at our current priority setting and reallocation process and our data request. We will discuss again and then make its way to executive and full business committee in the future. We are looking at the assessment, the document that was sent out to the subrecipients. Looking at the budget that the committees are submitting. We have a member request. We had a lively discussion on resources and resource allocations. Looking at our current year and dollars bit utilized due to the pandemic. AA is proposing changes for the next year, maybe reassessing and moving some dollars at out certain service categories for next year.

LJ: Can you talk about the survey? Moving forward, is that going to change?

Barry: We may make some changes. It is open for discussion. The areas you can ask questions about are clearly defined and withing the requirements of Ryan White.



e. Strategic Planning/Need Assessment

Glenn: We are meeting tomorrow, and we have a new intern. We are meeting next week, not tomorrow. We are working on our needs assessment survey and working on ways to get it out to the public.

Jaseudia: that survey is done, it was approved last year. You guys are just looking for ways to promote it.

Glenn: We are working on trying to get information for Daniel on per navigation. We will eventually need to do our comprehensive plan later this year.

Tarik: When do the needs assessments go out?

Glenn: It's every two years.

Jaseudia: It's every three years. It usually in the spring, to tag on to community events that are happening already.

Glenn: Are we still able to use the ipads?

Jaseudia: Yes.

f. Executive

LJ: Is there anything that you want to bring forward to our business meeting this month, that you want on the agenda.

Akeshia: We have promo flyers and postcards going out in the bags. We found that we need to do a group picture. We would like to bring that to the agenda for the business meeting.

5. HIV PLANNING COUNCIL STAFF REPORT

- a. Committee Budget
- b. Work Plan Calendar Review
- c. Training Calendar Review

Jaseudia: We won't hold you tonight. Announcements are out. Hila and Emily would like to know when they can present their findings.

LJ: I want a special meeting to focus and get all our questions out.

Barry and Akeshia: We agree.

Jaseudia: event or meeting?

LJ: Event – training.

Jaseudia: It will be March 29th – 2-hour session

6. ADMINISTRATIVE AGENT STAFF REPORT

Anthony: As you know, Justin is now the manager and I have stepped back to financial analyst position. I have been reviewing the expenditures for this year We are going to be over, it's the 5% we are allowed to carry over without jeopardizing our grant for next year. Early Intervention service was not extended fully. Jaseudia, did you send out that document?

Jaseudia: I did. Do you want Dylan to share the screen?

Anthony: I'll share it. We have \$508, 547 to spend at least \$350,000 in the month of February. We have reached out to our service providers to see if and what dollar amount they will expend by the end of the grant. Our EIS program is at \$100,000 and they expect to expend \$60,000 of that but we will have to do a reallocation of \$40,000 to HIPSCA. This is for fiscal year 20, we are running into problems because of the pandemic. If you look at our numbers and with this pandemic, we are looking to reallocate out of EIS so we don't run into this problem again. We will provide a recommendation to the planning council.

LJ: Will you have one option or multiple presented?



Anthony: Yes, I will have multiple options.

Barry: I ask that we bring this forward to the committee tonight. This is such an important area and the council as a whole decided on how these dollars are spent. I would anticipate that we present it to the full planning council.

Anthony: \$159,000 will carry over that will go into fiscal year 21.

LJ: I want us to be forward thinking to move this money now. We have to start looking at that we don't end up where we are now because of covid being here.

Barry:

Tarik: Is there more information why the money wasn't spent in EIS? Are there better reasons other than covid?

Anthony: They have resumed outreach but there is no way to tell with the pandemic.

Daniel: Questions about numbers to understand with being new.

LJ: I'm going to stop and speak in sub committees.

ADJOURNMENT

Meeting adjourned at 5:57 pm by Chair, LJ Smith.

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, Executive Committee, please contact Jaseudia Killion at **(512) 972-5806**