



Special Meeting of the HIV Planning Council January 11, 2021 of meeting

Strategic Planning/Needs Assessment Committee to be held 01/11/2021 with Social Distancing Modifications

Public comment will be allowed via telephone; no in-person input will be allowed. **All speakers must register in advance (01/8/2021 by Noon)**. All public comment will occur at the beginning of the meeting.

To speak remotely at the 01/11/2021 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, (08/09/2020). 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
MONDAY, JANUARY 11, 2021
at 6:00 P.M.
CITY HALL/REMOTE**

STRATEGIC PLANNING/NEEDS ASSESSMENT COMMITTEE MEMBERS:

Committee Chair-Glenn Crawford, Lee Miranda, and Tara Scarbrough

MINUTES

CALL TO ORDER

Committee Chair-Glenn Crawford called meeting to order at 6:01pm

Committee Member is Attendance: Committee Chair-Glenn Crawford, Lee Miranda, and Tara Scarbrough

Staff in Attendance: Hailey de Anda, Jaseudia Killion, Dylan Keese, Mallory Scott

AA in Attendance: Brenda Bounous

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.

There were no registered speakers

1. CERTIFICATION OF QUORUM

Chair certified quorum when meeting was called to order.

2. INTRODUCTION/ANNOUNCEMENTS

Hailey:

Welcome Mallory Scott, new Admin. Senior.

Congratulate and announce Jaseudia Killion on being the new interim supervisor. I will be stepping away/ back from some meetings but will still be around.

3. APPROVAL OF MINUTES 

Minutes were approved as submitted, unanimously

4. NEEDS ASSESSMENT SURVEY OPTIONS

Jaseudia: you guys did the needs assessments survey a bit different then it has been done before. Not a lot of changes, just change in the language, so that we could do a field version and service provider version. I'm excited with what you guys have come up with. I have attached them so you can review them. Year



one was delayed due to COVID. It's possible that it could be done this year. I just want to get some ideas and timeline of how you want to do the survey this year?

This will be year one since we delayed last year due to COVID.

Glenn: Maybe use some of the subrecipients to try to administer it. I don't know what it's like, don't have very many ideas.

Jaseudia: People have been doing online events, socially distanced events, like at the drive thru, its safe enough place where we could potentially administer surveys. We could them over the phone or virtually. We still have the gift cards and swag. Incentive to administer survey out in the community is an option, piggy backing off other events. Spring is a good time to get started.

Glenn: Setting up a table at these events with subrecipients or around town?

Jaseudia: We could do both. We could also do virtually.

Glenn: Could we use handheld iPads? Wipe them down after each survey.

Jaseudia: I think so. It is safe to. Some people have been out in the field all year, and us just taking their ideas and making our plan with what is safe and what has worked.

- Will piggyback of prevention teams.
- We can do unknow counts as a part of our population
- We have two interns' coming, so this is something they will help the planning council with the development of the administration survey plan and a timeline.
- We can get a plan built up for the spring
- We will have to be the ones that will administer the survey with the gift card incentive

Jaseudia: We can piggyback on the following events if we get their calendars in advance: ATX Black Pride, ALCO, The Q, Hill Country Ride for AIDS, Austin Prime Timers.

Lee: We are going to have the HIV conference, maybe talk in the meetings and get suggestions on how to piggyback off them. Maybe we can get a release to contact them via zoom to fill out the survey. Might be open to doing it online.

Tara: Can we post a link on Planning Council Facebook?

Jaseudia: We can post on our Facebook and I know APH will to. I will ask Jen to help, so we can get the language together to capture the right population and ask other organizations to help get it out.

Brenda: Have you looked into doing surveys electronically with HIV infected people and clients due to HIPPA. What you can and can't do. Maybe formalize guidelines for that.

- Jaseudia will speak with Emily and Hila, Boston, Health Department to make guidelines



5. 2021 DIRECTIVES

a. Discussion around potential Directives

Glenn: Did we every finish the directives that we talked about last time? The ACA requirement. We got questions from Care Strategies.

Jaseudia: Yes, they were supposed to be worked out before the holiday, but they have a new chair, so I'm going to take it to him and see if he wants to bring it to the committee again. You guys are waiting to see the sunset. Making the committee aware so they don't do extra work around it.

Glenn: The only other directive is Peer Navigation. We have a lot of work to do and get through a couple more subcommittees before we can get to that one.

- Special Called Meeting/ Training is tomorrow in the special called meeting 1/12/2021

6. REVIEW ANNUAL CALENDAR

i. Review of the work plan calendar for this committee

Glenn: This is what we have coming up for the next 12 months. We always add and or adapt as needed.

Lee: Is there a place where these directives are kept? I see them come in meetings.

Jaseudia: I am trying to get/ work on making a packet with bylaws, directives, and information for you all.

Glenn: Can these be placed on the website?

Hailey: We can see, they would have to be in one spot, and I think Nancy Putnam is the person to talk to.

ii. Recommendations for training calendar

Glenn: Any trainings you would like to see us add, let us know. I'm hoping that Barry will do his Senior Care and Daniel did a Transgender Training that was informative. Not sure if Daniel can do it since he is not in that position any longer but I'm sure we can find someone to do it.

7. HIV PLANNING COUNCIL STAFF REPORT

Jaseudia: We have a training for you tomorrow at the Special Called Meeting on zoom.

i. Committee Budget Review

ADJOURNMENT

Committee Chair-Glenn Crawford adjourned meeting at 6:48pm

⚡ 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.