

San Antonio Area HIV Health Services Planning Council

4502 Medical Drive, MS# 45-2 Corporate Square, Suite 200, San Antonio, TX 78229

Planning Council Support: (301) 807-2196



**MINUTES OF THE
PLANNING COUNCIL**
Thursday, April 20, 2023
Zoom Videoconference
12:30 p.m. – 2:00 p.m.

				Recipient Staff	Guests
Joe "Jase" Clower	A	Barbara Jardine (Pending)	P	Leah Meraz	Enrique Flores, Be Well Texas
Korie Smith	P	Daniel Pineda (Pending)	P	Carol Nielson	Emeka A.
Ronique Pleasant	P	Laura Gonzales (Pending)	P	Dawn Cook	
Santiago Serrato	P			Annie Johnson	
Charles Whitehead	P			Tanya Khalfan Mendez	
Mikela Villareal	P				
Wayne Wientjes	P			Planning Council Support Staff	
Jamie Zapata	A			Sharron Harris	
Randy Garza (Pending)	P			Gloria Wood	
P = Present		A = Absent			

Call to order	The meeting was called to order at 12:32p CST by Wayne Wientjes.
Determination of Quorum	6 members present; quorum established.
Welcome and Introductions	PC Support called the roll and welcomed everyone.
Mission Statement	Mission Statement was read by Santiago Serrato.
Approval of the Agenda	Motion for approval of agenda made by Santiago, and 2 nd by Korie, no opposition; no abstentions; motion passes; agenda approved.
Approval of the Minutes from March 16, 2022	Motion for approval of Minutes made by Korie and 2 nd by Santiago, no opposition, 1 abstention; motion passes; March 16 minutes approved.

PLANNING COUNCIL BUSINESS

Planning Council Co-Chairs: Santiago Serrato and Wayne Wientjes

Business Item	Discussion / Motion	Planning Council Action
A. Recipient Report - April 2023	Presented by: Leah, Tanya, Dawn Recipient Report included in Meeting Package.	
B. Fiscal Report	Presented by: Annie <ul style="list-style-type: none"> • Still reporting FY22-23 -- missing a couple of Feb invoices. • Part A Formula currently 91.68% expended; received a waiver, so no penalty for not reaching 95%. • Part A Supplemental – 84.48% expended. • MAI – 82.70 % expended. • UDC – Feb 1,818 	

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	<ul style="list-style-type: none"> • UOS – Feb 9,274 <p>See Fiscal Report included in Meeting Package for details.</p>	
<p>C. Item: Review COVID Community Spread update for Bexar County. <i>To obtain specific information on COVID-19 Community Levels, visit the Centers for Disease Control and Prevention (CDC) at COVID-19 Community Level, use the State dropdown menu to select Texas, then use the County dropdown menu to select Bexar County. Find out more about the COVID-19 situation in Bexar County, Texas with COVID-19 Data Tracker. (For possible Action) The Chair may entertain a motion for possible action.</i></p>	<ul style="list-style-type: none"> • Community spread is low. 	
<p>D. Discuss Summer Schedule</p> <p>a. Vote on date to hold Annual PSRA Work Session</p> <p>b. Discuss & vote on taking a summer meeting break (July or August)?</p>	<ul style="list-style-type: none"> • Needs Assessment Committee will confirm a date for the Annual PSRA Work Session at May meeting. • Survey will be circulated for poll of whether to take a summer break and results reported at May meeting. • Wayne indicated he will hold People’s Caucus regardless of the vote. 	
<p>E. Other (Guest of Former Planning Council Member Enrique Flores)</p>	<ul style="list-style-type: none"> • Emeka A., Assistant Professor at UT Health San Antonio attended the meeting and was guest of Enrique Flores. Emeka has been in the San Antonio area about 7 months. He is a Researcher around people with HIV who may have Substance Abuse. Emeka thanked the Council for having him and was invited to present to the Members. 	

COMMITTEE REPORTS

Needs Assessment and Comprehensive Planning/Continuum of Care Committee (CPCC)

Chair – Korie Smith

Business Item	Discussion / Motion	Planning Council Action
<p>A. Item: Review HIV Epidemiology of the TGA</p>	<p>Presented by Chair: Korie Smith</p> <ul style="list-style-type: none"> • Reviewed HIV Epidemiology of the TGA. Total of 7,921 PLWH in the San Antonio area. The Committee agreed to 435 or 5.5% of the 7,921 as 	

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	the Sample size of surveys to be collected for the 2023 Needs Assessment.	
B. Item: Review 2023 Needs Assessment Discussion Guide	<ul style="list-style-type: none"> Reviewed the 2023 Needs Assessment Discussion Guide – Agreed to conduct 1 to 2 focus group discussions possibly at the end of the survey. Discussed the preliminary schedule. 	

Membership, Nominations, and Elections Committee (MNE)
Chair – Ronique Pleasant

Business Item	Discussion / Motion	Planning Council Action
A. Item: Planning Council Membership Update	<p>Presented by Chair: Ronique Pleasant</p> <ul style="list-style-type: none"> Reviewed the updated Membership Roster and pending appointments to Planning Council. Also discussed current vacancies and recruitment strategies 	
B. Item: PC Removal	<ul style="list-style-type: none"> MNE members unanimously voted to remove Jamie Zapata from Planning Council, due to violation of Planning Council attendance requirements. The committee is seeking Executive Committee vote of concurrence to present our recommendation to the full Planning Council for final approval. The Chair shall entertain a motion for action. 	
C. Item: Questions from Chair	<ul style="list-style-type: none"> Reviewed & discussed questions about qualifications for mandatory membership categories and whether one person can fill more than one category; also, can more than one person from the same agency serve on Planning Council. 	
D. Item: Mandatory Forms	<ul style="list-style-type: none"> Members were reminded they will receive the mandatory forms that must be signed annually. 1). Code of Conduct; and 2). Conflict of Interest. 	

Fiscal Monitoring and Reallocations (FMRA) /Executive Committee
Co-Chairs – Wayne Wientjes and Santiago Serrato

Business Item	Discussion / Motion	Planning Council Action
A. Item: Receive and Discuss the Recipient Report	<ul style="list-style-type: none"> Received and discussed the Recipient Report. 	
B. Item: Review and Discuss the Part A Expenditure & Unduplicated Client Count Report by Service Category	<ul style="list-style-type: none"> Reviewed and discussed the Part A Expenditure & Unduplicated Client Count Report by Service Category 	

People’s Caucus
Co-Chairs – Wayne Wientjes and Santiago Serrato
Co-Chair (Consumer) - Vacant

Business Item	Discussion/Motion	Planning Council Action
A. Funded Services Discussions	<ul style="list-style-type: none"> Committee voted to have monthly presentations of the following services: 	

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	<ol style="list-style-type: none"> 1. Emergency Financial Assistance -May 19th 2. Medical Transportation – June 16th 3. Mental Health – July 21st 4. Oral Health – Sept. 22nd 5. Referral for Health Care Services – Oct. 20th 6. HIPSCA – Nov. 17th 7. Outpatient Ambulatory Health Services 8. Medical Nutrition Therapy 	
B. Quarterly Dinner Meeting Outcome	<ul style="list-style-type: none"> • Quarterly Dinner Meeting Outcome – Held the first quarterly dinner meeting on April 12th at Guillermo’s. Turnout for the dinner was good, about 35 people in attendance. Attendees received presentation on “HIV & Aging from Brittany Barton, Community Liaison, Janssen Pharmaceutical. 	

Parking Lot Action Items

#	Item	Assigned To	Date Assigned	Due Date	Status
1	Presentation on Drug Overdoses and its cross-section with HIV, Contact: Frederic Courtois	Sharron Harris			Pending response from F. Courtois

Public Comment	None
Announcements	None
Schedule of Next Meeting	Thursday, May 18, 2023, 12:30 pm – 2:00 pm
Adjournment	Motion to adjourn made by Charles Whitehead and 2 nd by Korie Smith; meeting adjourned at 1:28p CST.