

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
Needs Assessment & Comprehensive Planning/Continuum of Care Committees
Thursday, December 1, 2022 | Zoom Teleconference
9:00 a.m. – 11:00 a.m.

NA/CPCCC Committee Members		Recipient Staff		Guest
Alfred Chavira	P	Jamie Zapata	A	Mary Kay Mitchell
Joe “Jase” Clower	A			Tanya Khalfan Mendez
LaToya Goodwin	P			Dawn Cook
Catherine Lemus	P			Carol
Ronique Pleasant	P			
Santiago Serrato	A			
Mikela Villareal	P			Planning Council Support
Wayne Wientjes	P			Sharron Harris
				Gloria Wood

Call to Order	Wayne called the meeting to order at 9:02 a.m. CST. PC Support welcomed everyone.
Determination of Quorum	Quorum established; 6 of 9 Planning Council Members in attendance.
Mission Statement	Mission Statement read by Planning Council Support.
Approval of the Agenda	Motion to approve Agenda by Alfred; Catherine 2 nd the motion; no opposition; no abstentions; motion passed; Agenda approved.
Approval of Minutes from Nov 3, 2022	Motion to approve Nov 3 Minutes by Alfred; 2 nd by Catherine; 1 abstention (Mikela); no opposition; motion passed. Minutes approved.
Update on Bexar County – COVID Community Spread Status	Low community spread.

COMMITTEE BUSINESS ITEMS		
Needs Assessment (NA) and Comprehensive Planning/Continuum of Care Committee (CPCCC)		
Chair – TBD		
Business Item	Discussion / Motion	Planning Council Action
1. Still Seeking Someone to Serve as Committee Chair	<ul style="list-style-type: none"> Still seeking chairs for the SubCommittees, even in an acting capacity. Must complete a Comprehensive Needs Assessment next grant year that is done every 3 years. Would need a chair for this committee, even if it’s to serve temporarily for 3-4 months. 	
2. Integrated Plan Progress Report	<ul style="list-style-type: none"> Collecting the letters of concurrence to support the 2022-2026 Integrated Plan. Received a letter from People’s Caucus. Beverly Johnson and Carlos Carmona represent the People’s Caucus in this regard. 	

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

	<ul style="list-style-type: none"> • Two of our Prevention-funded providers agreed to co-sign a letter of concurrence on behalf of programs funded through CDC that are primarily prevention. • Wayne Wientjes and Santiago Serrato are signing on behalf of the Planning Council. • The Plan is due to HRSA on Dec 9. Working on finishing touches. Will be ready to submit on time or ahead of time. • After the Plan is submitted, starting in Jan 2023, will start laying out the Plan for how we monitor activity and report back to this Committee. This Committee will continue to be involved in getting progress reports on what's been done based on goals and activities laid out in Plan. 	
<p>3. AEAM Results (For Discussion) The Chair will entertain a motion for Committee Approval.</p>	<ul style="list-style-type: none"> • PC Support reviewed the AEAM questions and the process for getting the questions answered, and provided the results to the Committee, which had been previously presented to the members. • Motion to approve the AEAM Results as presented was made by LaToya Goodwin; 2nd by Alfred Chavira; no opposition; no abstentions. There was unanimous vote of members present to accept AEAM Results, as presented. 	
<p>4. Other: Decision regarding December Meetings of Executive Committee & Planning Council</p>	<ul style="list-style-type: none"> • Rescheduling or canceling the combined Executive/FMRA/MNE Committees and Planning Council meetings for the month of December due to the planned absence of Planning Council Support, was put on the table. • Alfred recommended and motioned for cancelling the December meetings; Ronique 2nd the motion. • LaToya, Wayne, Catherine voted yes; there was no opposition and no abstentions. Motion carried. • The December meetings are cancelled based on the Committee vote. 	

Parking Lot Action Items

No.	Parking Lot Action Items	Assigned To	Date Assigned	Due Date	Status
1	Review of Needs Assessment Outcomes, Lessons Learned and Strategies for 2022 Comprehensive Needs Assessment	NA/CPCC	Jan 6, 2022	TBD	Tabled until next grant year.
2	Distribute the Standard of Care	PC Support	Feb 3, 2022	Mar 3, 2022	Completed.

Public Comment	None
-----------------------	------

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

Announcements	<ul style="list-style-type: none"> • LaToya: Extended invitation to Beat Aids Christmas Luncheon at 618 Hudson Street, from 11a-3p on Dec 14. PC Support will send the flyer to People’s Caucus, as well as Planning Council. • Ronique: Today is World Aids Day. Extended invitation to World Aids Day 2022 Remembrance and Hope HIV/AIDS Awareness Month celebrations starting Dec 1 through Dec 7 at Woodlawn Pointe Center for Community at the Church presented by Fiesta Youth. Community Fair 10a-3p - Fam210 & Brave, et al, will be in attendance. A flyer was sent out in the AA announcement yesterday with dates of all activities. PC Support will circulate the flyer to the People’s Caucus. • Wayne: Thanked Ronique, and indicated that Living Positive and Woodlawn Pointe also has activities going on every day for the week—extended invitation to view the 14 panels of the Names Project National Aids Quilt Memorial displayed inside the Church sanctuary, presented by Living Positive, Woodlawn Pointe and Fiesta Youth. View Woodlawn Pointe’s or Living Positive’s Facebook for activities throughout the week. • Next Wednesday’s Living Positive night, Jaylan Rodrigues (1st openly LGBGQIA City Councilman in San Antonio) will be the keynote speaker. • PC Support indicated that Committee’s Work Plan for the new year will be the major task in Jan 2023.
Schedule of Next Meeting	Needs Assessment Meeting: Jan 5, 2023 @9:00 a.m.
Adjournment	Motion to adjourn by Ronique, 2 nd by Alfred & LaToya; no opposition; meeting adjourned at 9:46 a.m. CST