

# 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**  
**Membership, Nominations & Elections Committee,**  
**Financial Monitoring & Reallocations Committee, and**  
**Executive Committee**  
**Thursday, June 16, 2022**  
**Zoom Teleconference**  
**10:00 a.m. – 12:00 p.m.**

Executive Committee Members			Recipient Staff	Guests
Santiago Serrato	<b>P</b>		Leah Meraz	
Wayne Wientjes	<b>A</b>		Annie Johnson	
			Tanya Khaflan Mendez	
			<b>Planning Council Support Staff</b>	
			Sharron Harris	
			Gloria Wood	
<b>P = Present</b>			<b>A = Absent</b>	

Call to Order	The meeting started at 10:02 a.m.
Determination of Quorum	Quorum not established. One Executive Committee Member in attendance
Welcome and Introductions	No Quorum
Mission Statement	No Quorum
Approval of the Agenda	No Quorum
Approval of the Minutes from April 2022	No Quorum
Recipient Report June 2022	No Quorum. None Presented.

<b>COMMITTEE REPORTS</b>		
<b>Needs Assessment and Comprehensive Planning/Continuum of Care Committee (CPCC)</b>		
<b>CHAIR – TBD</b>		
<b>Business Item</b>	<b>Discussion / Motion</b>	<b>Planning Council Action</b>
<b>A. Review Draft Integrated Plan Framework</b>	<i>No Quorum</i>	

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<b>B. Discuss Schedule for Integrated Plan Workgroup</b>	<i>No Quorum.</i>	
<b>C. Identify any additional datasets for PSRA</b>	<i>No Quorum</i>	
<b>D. Other Discussion</b>	<i>No Quorum</i>	

<b>Membership, Nominations, and Elections Committee</b>		
<b>CHAIR: TBD</b>		
<b>Business Item</b>	<b>Discussion / Motion</b>	<b>Planning Council Action</b>
<i>Review vacancies in Mandatory Membership Categories &amp; Discuss Recruitment Strategies.</i>	<i>No Quorum</i>	
<b>Ad-Hoc Website Committee</b>		
<b>CHAIR – Vacant</b>		
<b>Business Item</b>	<b>Discussion / Motion</b>	<b>Planning Council Action</b>
<b>A. Previewed the demo site and agreed on the following Menu Tabs for the new website: <a href="http://mbernstein37.wixsite.com/sapc3">http://mbernstein37.wixsite.com/sapc3</a></b>	<i>No Quorum</i>	
<b>B. Identified additional content for each of the menu tabs.</b>	<i>No Quorum</i>	
<b>C. Reviewed &amp; discussed the content of each Menu Tab and provide feedback for enhancements.</b>	<i>No Quorum</i>	

<b>COMMITTEE BUSINESS</b>		
<b>Fiscal Monitoring and Reallocations (FMRA) Committee Business</b>		
<b>CHAIR – Vacant</b>		
<b>Business Item</b>	<b>Discussion / Motion</b>	<b>Planning Council Action</b>
<b>A. Review Part A Expenditure &amp; Unduplicated Client Count Report by Service Category</b>	<i>No Quorum</i>	

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<b>B. Part A Award update from HRSA/HAB for Grant Year. Review and approve final allocations based on actual award amount.</b>	<i>No Quorum. However, PC Support gave an informal overview of the new website and its progress.</i>	
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**Executive Committee Business  
PC Co-Chairs – Santiago Serrato & Wayne Wientjes**

Business Item	Discussion / Motion	Planning Council Action
<b>A. Review Reports from Standing Committees (see above) Planning Council Support provided handouts which were included in the meeting packets.</b>	<i>No Quorum. No business conducted.</i>	
<b>B. NA/CPCC Chair Vacancy Update</b>	<i>No Quorum</i>	
<b>C. Review COVIDF Protocol for In-person meetings.</b>	<i>No Quorum</i>	
<b>D. Comprehensive Plan Stakeholder Working Group Nominations</b>	<i>No Quorum</i>	
<b>E. Review and Resolve Parking Lot Items</b>	<i>No Quorum</i>	

**Parking Lot Actions Items**

#	Item	Assigned To	Date Assigned	Due Date	Status

<b>Public Comment</b>	
<b>Announcements</b>	
<b>Schedule of Next Meeting</b>	July 21, 2022 – 10:00a
<b>Adjournment</b>	Meeting ended at 10:24a