

# 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: (210) 644-1362



## NOTICE OF PUBLIC MEETING

Planning Council

Thursday, February 17, 2021

**ZOOM Teleconferencing**

<https://us02web.zoom.us/j/84892446320?pwd=d0FoN0VzT21BejQyQ0pROXdYTGFPUT09>

12:30 p.m. – 2:30 p.m.

I. **Call to Order.**

II. **Welcome, Introductions, and Roll Call.**

III. **Reading of the Mission Statement.**

The San Antonio Area HIV Health Services Planning Council's mission is to create a broad-based community response to the HIV epidemic affecting people within the Transitional Grant Area and to ensure the availability and coordination of high quality, comprehensive health and social services to people living with or affected by HIV.

IV. **Approval of the Agenda.**

*(For Possible Action) The Chair may entertain a motion for possible action.*

V. **Approval of Minutes from January 20, 2022 meeting.**

*(For Possible Action) The Chair may entertain a motion for possible action.*

VI. **Recipient Report**

VII. **Parking Lot Action Items**

#	Item	Assigned To	Date Assigned	Due Date	Status

VIII. **Committee Reports**

A. **Needs Assessment / Comprehensive Planning/Continuum of Care Committee Chair – Santiago S.**

- 1. Work Plan Review** – The Committee reviewed the revised workplan which was include in the meeting materials distributed prior to the meeting. A motion was made by Ronique and 2<sup>nd</sup> by Wayne to approve the plan for the 2022-2023 grant year, all votes were in favor with the Committee Chair (Santiago) abstaining.
- 2. Review of the progress and updates of the Integrated Plan** – No report on the Integrated Plan was provided, the 2021 Worksheet concluded in December 2021. HRSA issued guidance for a new plan for CY2022-2026, which is due Dec. 2022.

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3. **Overview of Committee Responsibilities** – Planning Council support will prepare a draft Needs Assessment Work Plan for committee input for the Needs Assessment due in FY2022.
4. **Review Parking Lot Issues** – The draft Needs Assessment Work Plan is underway; Planning Council Support is working on a draft to present to the committee for review and feedback to begin the planning.

## B. Membership, Nominations, and Elections Committee

### Chair – Wayne W.

1. **Review of Planning Council Membership** – Committee reviewed the Planning Council Membership roster, which was distributed in the meeting package prior to the meeting. It was noted that two Planning Council members term will expire Feb. 28, 2022, and one mandatory membership category (*Mental Health/Substance Abuse*) will need to be filled.
2. **Review and discuss Open Nominating Work Plan Process** – Planning Councils Support presented an Open Nomination Work Plan Model for Committee consideration. The work plan model was distributed in the meeting package prior to the meeting.
3. **Review and Manage Planning Council Membership Attendance** – 4<sup>th</sup> quarter attendance is being updated and will be presented at the March meeting along with the draft policy for unexcused absences.
4. **Review and Manage Planning Council Training** – Planning Council Support discussed training ideas and interest was expressed for the Planning Council 101 Refresher training.
5. **Review & Vote on Committee 2022-2023 Work Plan** – the work plan was provided in the meeting package prior to the meeting and was reviewed and approved for the upcoming grant year.

## C. Fiscal Monitoring and Reallocations (FMRA) Committee

### Chair – Frederic Courtois

**Item:** Review 2021/22 Part A and MAI Expenditures by Service Category and Unduplicated Client Count. The Recipient provided handouts which were included in the meeting packets.

*(For Possible Action) The Chair will entertain a motion for possible action.*

**Item:** Review and Approve FMRA Committee 2022-2023 PCAT

*(For Possible Action) The Chair may entertain a motion for possible action.*

**Item:**

## D. Executive Committee

### Co-Chairs – Enrique Flores & Gregory Casillas

**Item:** Review 2021-2022 Executive Committee PCAT and revise for 2022-2023.

Planning Council support provided handouts which were included in the meeting package.

*(For possible Action) The Chair will entertain a motion for possible action.*

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**Item:** Review Scope of Work & Executive Committee Work Plan (PCAT) and revise for 2022-2023 Grant year.

*(For Possible Action) The Chair will entertain a motion for possible action.*

**Item:** Review the Assessment of the Efficiency of the Administrative Mechanism (AEAM). The Recipient provided handouts which were included in the meeting packets.

*(For Possible Action) The Chair will entertain a motion for possible action.*

## IX. Planning Council Business

### A. Item: Review of Committee Reports

1. *See above*

### B. Item: Review 2021-2022 PCAT, Revise and Approve Planning Council 2022-2023 Activity Timeline (PCAT)

*(For Possible Action) The Chair may entertain a motion for possible action.*

### C. Item: Co-Chair Transition Discussion/Planning

### D. Item: Development of Directives to the Recipient

*(For Possible Action) The Chair may entertain a motion for possible action.*

### E. Item: Review and resolve any parking lot items.

The Recipient provided handouts which were included in the meeting packets.

*(For Possible Action) The Chair may entertain a motion for possible action.*

## X. Public Comment

Note: This part of the agenda is designed to provide Non-Planning Council members the opportunity to address the Planning Council and its Committees with issues related to the Council's legislative mandates as stated in the re-authorized Ryan White HIV/AIDS Treatment Modernization Act. Fifteen (15) minutes of time will be set aside for public comment at each meeting. No speaker will be allowed more than five (5) minutes, and depending on the number of speakers, the amount of time allocated per speaker may be less than five (5) minutes. Persons wishing to provide comments may do so by signing up on the "Public Comment" sign-in sheet prior to the call to order.

## XI. Schedule of Next Meetings

A.	March 3, 2022 at 9:00 am	NA & CPCC Committee Meeting
B.	March 3, 2022 at 11:00 am	MNE Committee Meeting
C.	March 3, 2022 at 2:00 pm	Ad-hoc Website Committee
D.	March 17, 2022 at 10:00 am	Executive & FMRA Committee Meeting
E.	March 17, 2022 at 12:30 pm	Planning Council Meeting
F.	March 17, 2022 at 6:00 pm	People's Caucus

## XII. Announcements

## XIII. Adjournment

To Join This Meeting Via **ZOOM Teleconference/Video Conference**

Via Internet: <https://us02web.zoom.us/j/84892446320?pwd=d0FoNOVzT21BejQyQ0pROXdYTGFPUT09>

By Phone: 1 346-248-7799

Meeting ID: 848 9244 6320

Passcode: 856954

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