

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, May 19, 2021

ZOOM Teleconferencing

<https://us02web.zoom.us/j/82210028998?pwd=M5bxR6xy2QXJLlrPzMtsh-u7g0r8mh.1>

12:30 p.m. – 2:00 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 April 21, 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 – May 2022**

1. **Needs Assessment / Comprehensive Planning/Continuum of Care Committee**

Chair – TBA

1. **Item:** Discuss Framework & Meeting Logistics for PSRA – *PC Support gave background on the PSRA (priority setting process and reallocation process) and agreed to coordinate with the Administrative Agency and put together a PSRA Proposal for PC approval.*

2. **Item:** Identify Datasets for PSRA – *Members were reminded that the PSRA data presentation for 2021 was distributed last month and were asked to share their ideas on the type of data needed to help inform decision-making for PSRA.*

3. **Item:** Review 2022-2026 Integrated Plan Worksheet – *Member were given an overview of each required section for the Integrated Plan and reminded*

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to make recommendations of individuals to serve on the Integrated Plan Workgroup.

4. **Item:** Review Parking Lot Issues

2. Membership, Nominations, and Elections Committee – May 2022

Chair – TBA

1. **Item:** Update on New Committee chairs – *The PC Co-chairs met and discussed potential candidates but had not finalized their decision. PC support offered recommendations to perhaps consolidate the MNE committee with FMRA/Executive Committee in the short term. This would require only the NA/CPCC chair to be appointed. Then separate out the MNE Committee next year and appoint a chair at that time.*
2. **Item:** Welcome new PC Applicant and Discuss New Recruitment Ideas – *LaToya Goodwin was welcomed and given an opportunity to introduce herself. The committee discussed recruiting members from the People’s Caucus as a strategy to fill vacant slots.*
3. **Item:** Update Mandatory Compliance Form Received – *Member were given an update of the members that submitted their signed “Conflict of Interest” and “Code of Conduct” mandatory forms. There were 9 members that still need to send in their forms.*
4. **Item:** Review and Manage Planning Council Attendance – *PC Support presented an attendance update for the previous quarter and explain the legend on the attendance report. Members were asked to reach out to those with poor attendance and ask them to resign if they are no longer able to attend the meetings, otherwise, the Council will need to remove them, and they will not be able to regain membership status. PC Support also share the Ad Hoc Website workgroup progress and encouraged members to provide input. The new site is schedule to go live during Pride month, by June 25, 2022.*

3. Ad hoc Website Committee

May 5, 2022

- a. **Item:** Review the previous website, saplanningcouncil.org, provide recommendations for improvement - members in attendance agreed to the following:
 - (1) Change the current weekly meetings from Monday’s to each Friday, from 8:30 a.m. – 9:00 a.m.
 - (2) Use stock photo images to initially establish the site and replace with approve photos of community representatives when available.
 - (3) Review sample website templates provided by Michael Bernstein, Promesa’s web design team,
 - (4) Agree on a template design to build the new site.

May 13, 2022

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- a. **Item:** Review and discussed (4) website templates and obtained a consensus to begin the new website design with template 3 (*preferred the images and vibrant colors*), preferred the simplicity of template 4, liked the background imaging on a combination of templates 2 & 4, but prefer more colors and less black & white.
- b. **Item:** Next steps for May 20th meeting, to review a rough mock-up of the new site and go from there.

4. Fiscal Monitoring and Reallocations (FMRA) Committee Business

Chair – Vacant

1. **Item:** Review Part A Expenditure & Unduplicated Client Count Report by Service Category
(For possible Action) The Chair will entertain a motion for possible action.
2. **Item:** Receive award from HRSA/HAB for Grant Year. Review and approve final allocations based on actual award amount – *No Quorum*
(For possible Action) The Chair will entertain a motion for possible action.

5. Executive Committee Business

Co-chairs – Wayne Wientjes and Santiago Serrato

1. **Item:** Review Reports from Standing Committees (see above). Planning Council Support provided handouts included in the meeting packets
(For possible Action) The Chair will entertain a motion for possible action.
2. **Item:** Subcommittee chairs Vacancy Update and/or next steps...
3. **Item:** Mandatory Compliance Forms. Updated handout included in the meeting package.
4. **Item:** 2023-3024 PSRA Proposal. Handout included in the meeting package.
5. **Item:** Identify Datasets for PSRA. The Recipient provided handouts which were included in the meeting packets.
(For Possible Action) The Chair will entertain a motion for possible action.
6. **Item:** Comprehensive Plan Stakeholder Working group nominations
7. **Item:** Review and Resolve Parking Lot Items

IX. Planning Council Business

Co-chairs – Wayne Wientjes and Santiago Serrato

1. **Item:** Review/discussion of Standing Committee Reports
(For Possible Action) The Chair may entertain a motion for possible action.
2. **Item:** Program Updates and collaboration with Recipient's Office
(For Possible Action) The Chair may entertain a motion for possible action.
3. **Item:** Receive Award from HRSA/HAB for Grant Year. Review and approve final allocations based on actual award amount.

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

4. **Item:** Review and Resolve parking lot items

(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**

1.	May 20, 2022 at 8:30 am	Ad hoc Website Working Group
2.	May 26, 2022 at 8:30 am	Ad hoc Website Working Group
3.	June 2, 2022 at 9:00 am	NA & CPCC Committee Meeting
4.	June 3, 2022 at 8:30 am	Ad hoc Website Working Group
5.	June 10, 2022 at 8:30 am	Ad hoc Website Working Group
6.	June 16, 2022 at 10:00 am	Executive & FMRA Committee Meeting
7.	June 16, 2022 at 12:30 pm	Planning Council Meeting
8.	June 16, 2022 at 6:00 pm	People's Caucus
9.	June 17, 2022 at 8:30 am	Ad hoc Website Working Group
10.	June 24, 2022 at 8:30 am	Ad hoc Website Working Group

XII. **Announcements**

XIII. **Adjournment**

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

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