

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, March 3, 2022 ● Zoom Teleconference
 9:00 a.m. – 11:00 a.m.

NA/CPCC Committee Members				Recipient Staff	Guest
Gregory Casillas	A	Santiago Serrato	P	Mary Kay Mitchell	
Alfred Chavira	A	Mikela Villareal	A		
Adolph "AJ" Delgado	A	Wayne Wientjes	A		
Gavriel Gutierrez	A	Jamie Zapata	A		
Loretta Holland	P	Charles Whitehead	P	Planning Council Support	
Catherine Lemus	P			Sharron Harris	
Ronique Pleasant	P			Gloria Wood	
P = Present		A = Absent			

Call to Order	The meeting was called to order at 9:04a.
Determination of Quorum	Quorum Established; 4 of 12 members in attendance at time meeting began. Mission Statement was read by Gavriel Gutierrez.
Approval of the Agenda	Motion to approve agenda made by Charles Whitehead, 2 nd by Gavriel Gutierrez.
Approval of Minutes from Jan 6, 2022	Motion to approve minutes of Feb 3 rd made by Charles Whitehead, 2 nd by Gavriel Guterrez.

COMMITTEE REPORT

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

Chair – Santiago Serrato

Business Item	Discussion / Motion	Planning Council Action
Discuss Needs Assessment Outcomes & Data & Draft N/A Workplan	The draft Needs Assessment Work plan was presented. It was agreed to delay conducting a needs assessment in 2022 and focus on the development of the new 5-year Integrated HIV Prevention and Care Plan. The committee agreed to use existing data from the most recent Needs Assessment to inform strategies for the new 5-year plan.	Action:
Discuss Framework & meeting logistics for PSRA.	Planning Council support agreed to review prior PSRA documents and send them to the committee in preparation for the April meeting.	Discussion: No action taken.

	The Recipient's data representative will be invited to discuss data availability options.	
Identify Datasets for PSRA	The dataset discussion was postponed to the April meeting and members were asked to decide on the data they want and be prepared to discuss the type of data they need to help inform their decisions for PSRA.	Action:
Review HRSA Guidance for 2022-2026 Integrated Plan	Planning Council support discussed the HRSA Guidance for the CY 2022-2026 Plan and agreed to distribute the guidance along with the 2021 Integrated Plan Worksheet. Mary Kay discussed the process used to develop the previous plan, including the Stakeholder Work group that provided input to create the plan. The committee agreed to follow a similar process to create the CY 2022-2026 plan. Planning Council support agreed to send a request to Planning Council members to identify stakeholders at the March 17 meeting to ensure the stakeholder workgroup is representative of each population with the SATGA. In response to a request for examples of other jurisdictions Integrated plans (like San Francisco, etc.), Mary Kay added in the chat, the link to Integrated Plans at HRSA's Target Center website, https://targethiv.org/ihap/directory-integrated-plans . Planning Council support will also distribute the HRSA guidance for the CY 2022-2026 plan and the San Antonio TGA 2021 Integrated Plan Worksheet to all PC members.	

Parking Lot Action Items		
Review of Needs Assessment Outcomes, Lessons Learned & Strategies for 2022 Comp Needs Assessment	Underway and ongoing. PC Support will start bringing a brief update of what's in the documents sent by Administrative Agency and prepare an organized proposal of recommendations for conducting needs assessment this year.	
Distribute the Standards of Care	PC Support sent out links for review of services, and will condense and send out the Standards of Care.	

Public Comment	No Public Comment
Announcements	<ul style="list-style-type: none"> National Women's and Girls on March 10 Women's History Month Covid Testing & Treatment seemingly following the Rapid Start Model that there will be testing at locations that can then administer immediately anti-virals to anyone who is high risk & testing for Covid. They are doing an immediate linkage to care.

	<ul style="list-style-type: none">• Fiesta de Salud w/MetroHealth on March 30 at 3:00p-8:00p at Milam Park, 500 West Commerce.
Schedule of Next Meeting	April 7, 2022
Adjournment	Meeting adjourned at 10:14a.