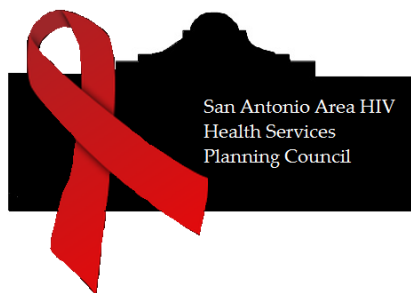


San Antonio Area HIV Health Services Planning Council

Department of Community Resources, 233 N. Pecos, Ste. 590, San Antonio, TX 78207 (210) 335-7056 FAX (210) 335-1514



NOTICE OF PUBLIC MEETING

**Executive Committee
Vista Verde Plaza
233 N. Pecos
5th Floor Conference Room
San Antonio, Texas 78207**

Thursday, February 16, 2017

1:00 pm to 3:00 pm

AGENDA

- I. Call to Order** **Steven Manning, Vice Chair**

- II. Welcome and Introductions**

- III. 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 individuals infected with or affected by HIV.

- IV. Approval of the Agenda**

- V. Approval of the Minutes from January 19, 2017**

- VI. Grantee Report** **C. Doria-Ortiz**

- VII. Committee Reports**
 - A. Executive Committee** **Steven Manning, Vice Chair**
 - i. Report from the Executive Committee
 - a. Discussion and appropriate action regarding the Planning Council's monthly expenditure report.
 - b. Discussion and appropriate action regarding the report from the Planning Council Representatives appointed to the HIV/Syphilis Testing Taskforce.

 - B. Comprehensive Planning/Continuum of Care** **Frank Rosas, Chair**
 - i. Discussion and appropriate action regarding the Comprehensive Planning / Continuum of Care report.
 - a. Discussion and appropriate action regarding the Integrated HIV Prevention and Care Plan.
 - b. Discussion and appropriate action regarding the report from the Planning Council Representatives appointed to the Quality Management Committee.
 - c. Discussion and appropriate action regarding the Standards of Care comments requested from DSHS.

For meeting information, please call (210) 335-7056

This meeting is wheelchair accessible. The accessible entrance is located at the front entrance of 233 N. Pecos. Accessible parking spaces are also available. Interpreters for the deaf must be requested forty-eight (48) hours prior to the meeting by calling (210)335-7057 or by called Texas Relay at 7-1-1 for assistance.

- C. Membership, Nominations and Elections** **Donald Rodriguez, Chair**
- i. Discussion and appropriate action regarding the Membership, Nominations and Elections report.
 - d. Discussion and appropriate action regarding Attendance Compliance, as stated in Section 5.4 of the Planning Council Bylaws.
 - e. Discussion and appropriate action regarding the networking and filling open Planning Council positions
 - f. Discussion and appropriate action regarding resignations/applications/representative changes received regarding Planning Council Positions.
- D. Needs Assessment** **Enrique Flores, Chair**
- i. Discussion and appropriate action regarding the Needs Assessment report.
 - a. Discussion and appropriate action regarding the Housing Charrette Recommendations
- E. Fiscal Monitoring and Reallocations** **Vacant, Chair**
- i. Discussion and appropriate action regarding the Fiscal Monitoring and Reallocations report.
 - a. Discussion and appropriate action regarding the service category expenditure reports FY 2016-2017.
 - b. Discussion and appropriate action regarding the rapid reallocations approved by the Planning Council Co-Chairs for FY 2016-2017.
- F. People's Caucus** **Glenda Small, Co-Chair**
- i. Discussion and appropriate action regarding the People's Caucus Report.
 - a. The People's Caucus met on January 27, 2017 and held a Consumer Advocacy Roundtable Discussion with Planning Council Members and re-elected C. Carmona as the Consumer Elected People's Caucus Co-Chair. The event was sponsored by the Ryan White Planning Council.
 - b. There were a total of 24 people that attended this meeting.
 - c. The People's Caucus is scheduled to meet again on February 24, 2016 at 12:00 pm

VIII. 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.

IX. Set Planning Council Agenda for February 23, 2017 at 12:30 located at the Vista Verde Building, 233 N Pecos, San Antonio, TX 78207 in the 4th Floor Large Conference Room.

X. Review Planning Council Related Grievances (if necessary) - NONE

XI. Scheduling of Next Meeting: March 23, 2017

XII. Announcements

XIII. Adjournment

Mission: 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 individuals infected with or affected by HIV.

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THE SAN ANTONIO AREA HIV HEALTH SERVICES PLANNING COUNCIL

Bexar County Dept. of Community Resources
233 N. Pecos, Ste. 590, San Antonio, TX 78207
210.335.7056 (phone) 210.335-1514 (fax)

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 individuals infected with or affected by HIV.

EXECUTIVE COMMITTEE MINUTES 1:00 pm – 3:00 pm, Thursday, February 16, 2017 Meeting Location: 233 N. Pecos, 4th Floor Conf. Room

MEMBERS PRESENT	MEMBERS ABSENT	OTHERS PRESENT
E. Flores	L. Bustamante	J. Daniel
M. Gloria	G. Small	M. Koran
S. Manning		STAFF PRESENT
D. Rodriguez		
F. Rosas		<i>Ryan White Grantee / Administrative Agent Staff</i>
		C. Doria-Ortiz M. Newman
		<i>Planning Council Staff</i>
Call to order	S. Manning called the meeting to order at 1:04 pm	
Approval of the Agenda	The agenda was approved as amended.	
Approval of the Minutes from January 19, 2016	The minutes were approved as presented.	
Grantee Report	<p>M. Newman delivered the Grantee Report. Highlights of the report include:</p> <ul style="list-style-type: none"> • The position of Planning Council Liaison continues to be vacant. Resumes have been received, reviewed, and submitted to the Community Development Department Director. • The AA participated in the preparation and logistic meetings for the Charrette on Strategic Plan to Prevent & End Homelessness on January 9, 2017. The event was on January 10 to 11, 2017 and a final 2 hour summary presentation on January 13, 2017. The Charrette showcased a fishbowl of local and national experts in the area of Housing on six pre-selected topics of which one was Housing and Service Needs of People Living with HIV. Typically a Charrette takes approximately 6-9 months to strategically plan and prepare, however, as indicated by the representative of Corporation for Supportive Housing (CSH), Bexar County's was put together in less than 2 months with attendance rates for the 2-day Charrette and final presentation of 179 and 41 respectively. • The AA held a Service Provider Meeting on January 24, 2017. An item on the agenda was a conference call with TDSHS' contractor, Germane Solutions, to educate and answer questions from the providers on their upcoming monitoring and site visits, scheduled for June and August 2017. Germane Solutions will monitor four Part B service categories from March 1, 2016 through February 28, 2017. Additional topics discussed during the meeting included upcoming training by the state for a newly implemented ADAP Eligibility Worker, updates on HOPWA legislature, ARIES server updates, a 2017 Statewide Assessment, Standards of Care 2.0, 340B Pharmacy recertification, and numerous updates within the agencies and the community. • Legislature changes from the Violence Against Women Act (VAWA) prompted a webinar as there are implications on the U.S. Department of Housing and Urban Development (HUD), which has been incorporated into all HUD Programs including HOPWA. The webinar, attended by AA Staff and Service Provider Staff, was held on January 10 to help understand and realize what policy changes need to be made within the HOPWA program. • The HIV/Syphilis Testing Task Force, held on Wednesday, January 4th, 2017 consisted of a presentation on the Housing Resource Matrix developed out of the Planning Council Housing Needs Assessment that the Needs Assessment Committee Members, Part D Staff, AA Staff, and Center for Healthcare Service (CHCS) Staff have been working on since July 2016. Planning Council and PC Staff, Part D Program Staff, AA Staff, and CHCS Interns created a 	

	<p>matrix that highlighted findings pertaining to current infrastructure and barriers in delivery of housing to the homeless in Bexar County. CHCS Interns presented a finalized Housing Resource Matrix to the Testing Taskforce and received feedback from the PC, AA Staff, and PC Staff. A housing resource guide was finalized from their hard work and the efforts of the Planning Council which was disseminated at the February Housing Charrette.</p> <ul style="list-style-type: none"> • In response to a growing need to address the importance of information and data in the area of transgender health and the barriers that are presented in the healthcare system, the Alamo Area Resource Center, in conjunction with The Health Collaborative and the Ryan White Program, developed and implemented a Cultural Competence training on January 20. Training topics included diversity, cultural competence, gender, gender fluidity, and a panel presentation with discussion on health barriers for transgender individuals. There were 57 persons in attendance.

COMMITTEE REPORTS

EXECUTIVE COMMITTEE		CHAIR: STEVEN MANNING
ITEM	MOTION/DISCUSSION	ACTION TAKEN
Discussion and appropriate action regarding the Planning Council's monthly expenditure report.	Planning Council support staff will present Planning Council's expenditure report posted through January 31, 2017	No action was taken.
Discussion and appropriate action regarding the report from the Planning Council Representatives appointed to the HIV/Syphilis Testing Taskforce.	Appointed Planning Council Members attended the HIV/Syphilis Testing Taskforce Meeting	No action was taken.
COMPREHENSIVE PLANNING / CONTINUUM OF CARE COMMITTEE		CHAIR: FRANK ROSAS
ITEM	MOTION/DISCUSSION	ACTION TAKEN
Discussion and appropriate action regarding the Integrated HIV Prevention and Care Plan.	<p>The CPCC Committee reviewed and discussed the Integrated HIV Prevention and Care Plan.</p> <p>The Bexar County Administrative Agency hosted a LGBTQ Cultural Competency Training Workshop on January 20, 2017 open to service providers, consumers, and community stakeholders.</p> <p>On February 2nd, The Center for Health Care Services: Project H.O.T. and UNIFY celebrated their open house to showcase their new "El HOT Spot Café" and Sexual Health Lounge.</p>	No action was taken.
Discussion and appropriate action regarding the report from the Planning Council Representatives appointed to the Quality Management Committee.	<p>Report from the Planning Council Representatives appointed to the Quality Management Committee.</p> <p>The QM Committee did not meet in January 2017; no report.</p>	No action was taken.
Discussion and appropriate action regarding the Standards of Care comments requested from DSHS.	<p>DSHS has requested that the Planning Council review and provide comments on the SoC they are revising this year; certain SoC are assigned for each month each month to review.</p> <p>The Ad Hoc Committee is scheduled to meet February 16, 2017 to review and comment on DSHS Medical Case Management Service Standard.</p>	No action was taken.
MEMBERSHIP, NOMINATIONS AND ELECTIONS COMMITTEE		CHAIR: DONALD RODRIGUEZ
Discussion and appropriate action regarding Attendance Compliance, as stated in Section 5.4 of the Planning Council Bylaws.	<p>The MNE Committee reviewed current attendance records of the Planning Council and determine if any members should receive a letter from the Committee regarding his/her attendance requirement.</p> <p>D. Rodriguez sent an email to M. Solis in regards to attendance to Planning Council Meetings. Resignation for M. Solis received on 2/6/17</p> <p>Motion: to accept M. Solis' resignation (D. Rodriguez/E. Flores)</p>	<p>Five (5) votes in favor. Zero (0) opposed. Zero (0) abstentions.</p> <p>***Motion carried.</p>

Discussion and appropriate action regarding the networking and filling open Planning Council positions.	To fill vacancies according to the categories according to the Ryan White Legislation. D. Rodriguez sent e-mails and Planning Council Membership Applications to a potential representative for State Agency Administering the Program under Ryan White Part B and Local Public Health Agencies.	No action was taken.
Discussion and appropriate action regarding resignations/applications/representative changes received regarding Planning Council Positions.	The MNE Committee reviewed any resignations/applications received regarding Planning Council Positions. The Committee received and interviewed 4 potential candidates for the Planning Council. The committee recommended the following person(s) for membership of the Planning Council: 1. Carlos Martinez, ASO Representative (G. Small/S. Manning) 2. Dani Landry, Health Care Provider (S. Manning / G. Small) 3. Cynthia Nelson, ASO (S. Manning/G. Small) 4. Carlos Carmona, Infected/Affected Community (S. Manning/G. Small)	No action was taken
FISCAL MONITORING AND REALLOCATIONS COMMITTEE		CHAIR: Vacant
ITEM	MOTION/DISCUSSION	ACTION TAKEN
Discussion and appropriate action regarding the service category expenditure reports FY 2016-2017.	The Committee reviewed the service category expenditure reports for FY 2016-2017.	No action was taken
Discussion and appropriate action regarding the rapid reallocations approved by the Planning Council Co-Chairs for FY 2016-2017.	The Committee reviewed rapid reallocations approved by the Planning Council Co-Chairs for FY 2016-2017.	No action was taken
NEEDS ASSESSMENT COMMITTEE		CHAIR: ENRIQUE FLORES
Discussion and appropriate action regarding the Housing Charrette Recommendations	The Committee reviewed and discussed the Housing Charrette Recommendations	No action was taken
PEOPLE'S CAUCUS		CHAIR: GLENDA SMALL
Discussion regarding the People's Caucus Meeting held at MCC on January 27, 2017	Presentation: Consumer Advocacy Roundtable Discussion with Planning Council Members Sponsored by: Ryan White Planning Council. There was a total of 24 People in attendance.	No action was taken
Public Comment	None	
Set Planning Council Agenda for	The Planning Council agenda for February 23, 2017 at 12:30 pm was set by the Executive Committee.	
Review of Planning Council Grievances	There were no Planning Council grievances.	
Scheduling of Next Meeting	The next Executive Committee was scheduled for March 23, 2017 at 1:00 pm	

Announcements	<ul style="list-style-type: none">Standards of Care Workgroup met on 2/16/17
Adjournment	The meeting was adjourned at 1:47pm

**Agenda Coordination Form
Executive Committee Meeting
Thursday, February 16, 2017**

	Item #	Background	Recommended Motion	Action Taken
Executive Committee	1. Discussion and appropriate action regarding the Planning Council's monthly expenditure report.	Planning Council support staff will present Planning Council's expenditure report posted through January 31, 2017		No action is necessary.
	2. Discussion and appropriate action regarding the report from the Planning Council Representatives appointed to the HIV/Syphilis Testing Taskforce.	Appointed Planning Council Members attended the HIV/Syphilis Testing Taskforce Meeting		No action is necessary.
Comprehensive Planning / Continuum of Care Committee	1. Discussion and appropriate action regarding the Integrated HIV Prevention and Care Plan.	The CPCC Committee reviewed and discussed the Integrated HIV Prevention and Care Plan. The Bexar County Administrative Agency hosted a LGBTQ Cultural Competency Training Workshop on January 20, 2017 open to service providers, consumers, and community stakeholders. On February 2nd, The Center for Health Care Services: Project H.O.T. and UNIFY celebrated their open house to showcase their new "El HOT Spot Café" and Sexual Health Lounge.		No action is necessary.
	2. Discussion and appropriate action regarding the report from the Planning Council Representatives appointed to the Quality Management Committee.	Report from the Planning Council Representatives appointed to the Quality Management Committee. The QM Committee did not meet in January 2017; no report.		No action is necessary.
	3. Discussion and appropriate action regarding the Standards of Care comments requested from DSHS.	DSHS has requested that the Planning Council review and provide comments on the SoC they are revising this year; certain SoC are assigned for each month each month to review. The Ad Hoc Committee is scheduled to meet February 16, 2017 to review and comment on DSHS Medical Case Management Service Standard.		No action is necessary.
Memberships, Nominations, and Elections Committee	1. Discussion and appropriate action regarding Attendance Compliance, as stated in Section 5.4.	The MNE Committee reviewed current attendance records of the Planning Council and determine if any members should receive a letter from the Committee regarding his/her attendance requirement. D. Rodriguez sent an email to M. Solis in regards to attendance to Planning Council Meetings. Resignation for M. Solis received on 2/6/17	Motion: to accept the resignation of M. Solis	
	2. Discussion and appropriate action regarding the networking and filling open Planning Council positions	To fill vacancies according to the categories according to the Ryan White Legislation. D. Rodriguez sent e-mails and Planning Council Membership Applications to a potential representative for State Agency Administering the Program under Ryan White Part B and Local Public Health Agencies.		No action is necessary.
	3. Discussion and appropriate action regarding resignations/applications/representative changes received regarding Planning Council Positions.	The MNE Committee reviewed any resignations/applications received regarding Planning Council Positions. The Committee received and interviewed 4 potential candidates for the Planning Council.	Motions: To approve the following candidates for membership on the Planning Council. 1. Carlos Martinez, ASO Representative (G. Small/S. Manning) 2. Dani Landry, Health Care Provider (S. Manning / G. Small) 3. Cynthia Nelson, ASO (S. Manning/G. Small) 4. Carlos Carmona, Infected/Affected Community (S. Manning/G. Small)	Three (3) votes in favor. Zero (0) opposed. Zero (0) abstentions. ***Motion carried.

**Agenda Coordination Form
Executive Committee Meeting
Thursday, February 16, 2017**

Needs Assessment Committee	1. Discussion and appropriate action regarding the Housing Charrette Recommendations	The Committee reviewed and discussed the Housing Charrette Recommendations		No action is necessary.
Fiscal Monitoring and Reallocations Committee	1. Discussion and appropriate action regarding the service category expenditure reports FY 2016-2017.	The Committee reviewed the service category expenditure reports for FY 2016-2017.		No action is necessary.
	2. Discussion and appropriate action regarding the rapid reallocations approved by the Planning Council Co-Chairs for FY 2016-2017.	The Committee reviewed rapid reallocations approved by the Planning Council Co-Chairs for FY 2016-2017.		No action is necessary.

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Committee Reports February 16, 2016

Executive Committee

Report from January 19, 2016.

Please see minutes from January 19, 2016.

Comprehensive Planning/Continuum of Care (CPCC) Committee

Report from February 2, 2017

The CPCC Committee met on February 2, 2017 at TriPoint, to discuss appropriate action regarding the Integrated HIV Prevention and Care Plan, the report from the Planning Council Representatives appointed to the Quality Management Committee, and the Standards of Care comments requested from DSHS.

Items noted for the Integrated HIV Prevention and Care Plan were:

1. The Bexar County Administrative Agency hosted a LGBTQ Cultural Competency Training Workshop on January 20, 2017 open to service providers, consumers, and community stakeholders.
2. Center for Healthcare Services' (CHCS) Unify program opened their Youth Café on February 2, 2017.

DSHS has requested that the Planning Council review and provide comments on the SoC they are revising this year; certain SoC are assigned for each month each month to review. The Ad Hoc Committee is scheduled to meet February 16, 2017 to review and comment on DSHS Medical Case Management Service Standard.

There was not a Quality Management Committee report; committee did not meet in January 2017.

The CPCC Committee will meet again on March 2, 2017 at 2:30 pm at the Vista Verde Building.

Membership, Nominations and Elections (MNE) Committee

Report from February 2, 2017

The MNE Committee met on February 2, 2017 at TriPoint, to discuss the appropriate action regarding Attendance Compliance, as stated in Section 5.4 of the Planning Council Bylaws, appropriate action regarding the networking and filling open Planning Council positions, appropriate action regarding resignations/applications/representative changes received regarding Planning Council Positions.

The committee members interviewed applicant for the Ryan White Planning Council and approved the motion of membership for all 4 applicants. The MNE Chair e-mailed M. Solis regarding her ability to attend Planning Council Meetings and her intentions with remaining a PC Member; M. Solis e-mail her PC Resignation on 2/6/17 due to unable to devote the time to the Planning Council.

The MNE Committee will meet again March 2, 2017 at 1:00 pm at the Vista Verde Building.

Needs Assessment (NA) Committee

Report from February 2, 2017

The NA Committee met on February 2, 2017 at TriPoint, to review and discuss the Housing Charrette Recommendations.

The NA Committee will meet again on March 2, 2017 at 11:00 am at the Vista Verde Building.

Fiscal Monitoring and Reallocations (FMRA) Committee

Report from February 2, 2017

The FMRA Committee met on February 2, 2017 at TriPoint, to discuss the appropriate action regarding the service category expenditure reports FY 2016-2017 and the rapid reallocations approved by the Planning Council Co-Chairs for FY 2016-2017.

The FMRA Committee will meet again on April 7, 2017 at 4:00 pm at the Vista Verde Building.

The People's Caucus

Report from January 27, 2017

The People's Caucus met on January 27, 2017 and held a Consumer Advocacy Roundtable Discussion with Planning Council Members and re-elected C. Carmona as the Consumer Elected People's Caucus Co-Chair. The event was sponsored by the Ryan White Planning Council. There were a total of 24 people that attended this meeting.

The People's Caucus is scheduled to meet again on February 24, 2017 at 12:00 pm located at Metropolitan Community Church.