

# 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

**Planning Council Meeting  
Vista Verde Plaza  
233 N. Pecos  
5th Floor Conference Room  
San Antonio, Texas 78207**

**Thursday, February 23, 2017  
12:30 pm to 3:00 pm**

### AGENDA

- I. Call to Order** **Lucia Bustamante, Co-Chair  
Mary Helen Gloria, Co-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 26, 2017**
  
- VI. Grantee Report** **C. Doria-Ortiz**
  
- VII. Planning Council**
  - a. Discussion and appropriate action regarding the nominations/voting for the Planning Council's Consumer Co-Chair
  
- VIII. Committee Reports**
  - A. Executive Committee** **Steven Manning, Vice Chair**
    - i. Report from the Executive Committee
      - b. Discussion and appropriate action regarding the Planning Council's monthly expenditure report.
      - c. 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

## **IX. 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.*

## **X. 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.

**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.



# 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.*

## PLANNING COUNCIL MINUTES 12:30 p.m., Thursday, January 26, 2017 Meeting Location: Vista Verde Building 233 N. Pecos, 4<sup>th</sup> Floor Conference Room

MEMBERS PRESENT		MEMBERS ABSENT		OTHERS PRESENT	
Benavides, H	Rosas, F	Brown, N		Cleary, M.	
Flores, E	Small, G	Bustamante, L			
Garcia, R		Courtois, F			
Gloria, M		Solis, M.		<b>STAFF PRESENT</b>	
Hester, L				<i>Ryan White Grantee / Administrative Agent Staff</i>	
Ibarra, E.				Doria-Ortiz, C.	
Johnson, A				Andrew, R.	
Lopez, V.				<i>Planning Council Staff</i>	
Manning, S				Newman, M	
Rodriguez, D					
<b>Call to order</b>		S. Manning, Vice Chair called the meeting to order at 12:43 p.m.			
<b>Mission Statement</b>		The Mission Statement was read by R. Garcia			
<b>Approval of the Agenda</b>		The agenda was approved as presented.			
<b>Approval of the Minutes from October 27, 2016</b>		The minutes were approved as presented.			
<b>Grantee Report</b> By <b>Doria-Ortiz, C, Program Manager</b>		Highlights from the report include: <ul style="list-style-type: none"> <li>• The HIV Coordinator Position held by April Marek became vacant as of October 14, 2016. The position was opened internally and will close November 4, 2016. A temporary Office Assistant (OA) IV position was posted to add more administrative support during this very busy time. The HIV Coordinator Position was opened internally and closed on November 4, 2016. Interviews were held on November 8, 2016. Mary Kay Newman, the current Planning Council Liaison, was promoted to this position and began the position duties on November 9, 2016.</li> <li>• The National Latino AIDS Awareness Day (NLAAD) Proclamation was presented at the Commissioners Court on October 4, 2016; approximately 20 community stakeholders were in attendance. The NLAAD event, "Latino Pride", was on October 15, 2016 from 11:00 am – 3:30 pm at the historic downtown Market Square. The AA provides an introduction to the event and a reading of the proclamation.</li> <li>• In planning efforts for an upcoming Charrette entitled Strategic Plan to Prevent &amp; End Homelessness, in conjunction with the Corporation for Supportive Housing and The Bexar County Community Partners, the Program Manager, HIV Coordinator, and HIV Planner met via phone conference and in person on December 12, 14, 19, and 27th. The Housing Charrette is scheduled on January 10 and 11 with a final feedback session on Friday, January 13th and will showcase a fishbowl of local and national experts in the area of Housing on seven pre-selected topics of which one will be Housing and Service Needs of People Living with HIV/AIDS.</li> <li>• After the grand opening of AARC's Health Equity Clinic on November 3, 2016, the clinic has seen 96 clients. This clinic is tailored to meet the needs of LGBTQ clients and houses an infectious disease physician as well as a primary care PA. The agency's deputy director in conjunction with the AA is conducting an all-day LGTBQ Cultural Competence Training on January 20, 2017 to help case managers and community stakeholders improve the delivery of health care services to LGTBQ community members focusing on health disparities affecting the LGTBQ community.</li> </ul>			

	<ul style="list-style-type: none"><li>• The AA sponsored a Continuum of Care Training for case managers, service providers, as well as other community stakeholders on October 14 with 37 attendees. Ann Dills, Systems Consultant for HIV/STD Care and Services at TDSHS presented on HIV Continuum of Care Cascades. In addition, program manager introduced and presented on an overview of a continuum of care nationally, statewide, and locally.</li><li>• The AA hosted a training with Deanne Rease of Harbor Path on October 14, 2016 for case managers and service providers. HarborPath is a non-profit that provides a one stop shop for applying for medications on behalf of uninsured patients living with HIV/AIDS with immediate eligibility status determination and orders shipped within 48 hours of approval. Three of the five service providers have signed MOU's with Harbor Path.</li><li>• In efforts to continue to enhance agency collaboration, the AA hosted the annual, year-end Joint Quality Management and QM Single Points of Contact Committee meeting on December 8, 2016. The AA was able to join with Collaborative Research to deliver findings in the FY2015 Quality Management Outcomes for the SATGA/HSDA. Other key topics during the meeting were the DSHS Standards of Care 2.0, National Quality Center (NQC) Training Modules, the SA HSDA Epidemiological Profiles as presented from the Continuum of Care in October, and the University Health System Individual Agency QM Plan Presentation.</li><li>• The Quality Management Subcommittee for the Drug Formulary met prior to the Joint QM/SPOC meeting on December 8th, 2016 at which point final recommendations and approval were given for all 2016 waivers submitted as well as recommended changes to the waiver form. Overall, 10 drugs were approved in 2016 and an update to the formulary narrative was approved.</li></ul>
--	--

## COMMITTEE REPORTS

<b>EXECUTIVE COMMITTEE</b>		<b>CHAIR: STEVEN MANNING</b>
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 September 30, 2016	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.
Discussion and appropriate action regarding the sponsorship application received from BEAT AIDS for the 2017 National Black HIV/AIDS Awareness Day Event.	BEAT AIDS has submitted a sponsorship application for the 2017 National Black HIV/AIDS Awareness Day Event.  Motion: to approve the sponsorship application (D. Rodriguez/R. Garcia)	Twelve (12) votes in favor. Zero (0) opposed. Zero (0) abstentions.  ***Motion carried.
<b>COMPREHENSIVE PLANNING / CONTINUUM OF CARE COMMITTEE</b>		<b>CHAIR: FRANK ROSAS</b>
ITEM	MOTION/DISCUSSION	ACTION TAKEN
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.  QM Committee met on 12/8/16 for their yearly joint committee meeting (QM SPOC, Drug Formulary Committee, QM Committee members); approved revisions to the formulary, and received a presentation on QM Trending Data.	No action was taken.
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.  Committee has concerns regarding workload, timelines, and active committee participation. CPCC Committee has 8 members, but only 3-4 average participation. Committee feels that more persons on the Planning Council need to be involved in the review process. Committee has requested an e-mail be sent to the Planning Council informing them of DSHS request, timeline, plan, and importance.  Motion: Form a SoC AD Hoc Committee that consists of Planning Council Co-Chairs, Planning Council Members, QM Committee Members, Service Providers, and Community Stakeholders to review and comment on SoC. Committee requests that the AA/PC joint pay a consultant to help/lead the AD Hoc SoC Committee. (F. Rosas / D. Rodriguez)	Twelve (12) votes in favor. Zero (0) opposed. Zero (0) abstentions.  ***Motion carried.
Discussion and appropriate action regarding the updated SATGA Drug Formulary.	The QM Committee has updated and approved the SATGA Formulary in December 2016.  Motion: to approve changes to the SATGA Formulary (M. Gloria / E. Flores)	Twelve (12) votes in favor. Zero (0) opposed. Zero (0) abstentions.

		***Motion carried.
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.	No action was taken.

<b>MEMBERSHIP, NOMINATIONS AND ELECTIONS COMMITTEE</b>	<b>CHAIR: DONALD RODRIGUEZ</b>
--	--------------------------------

ITEM	MOTION/DISCUSSION	ACTION TAKEN
Discussion and appropriate action regarding Attendance Compliance, as stated in Section 5.4 of the Planning Council Bylaws.	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 requirements.	No action was taken.
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.	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.  Committee members reviewed applications received for the Ryan White Planning Council and requested staff to schedule interviews for all applicants on February 2, 2017.	No action was taken
Discussion and appropriate action regarding opening nominations for the Planning Council Consumer Co-Chair Position.	The MNE Committee discussed appropriate action regarding opening nominations for the Planning Council Consumer Co-Chair Position; current Co-Chair MH Gloria's term is up in February 2017.  Motions: To open nominations for the Consumer Planning Council Co- Chair (D. Rodriguez / E. Flores)  Nominations received: 1. Frank Rosas 2. Steven Manning	Twelve (12) votes in favor. Zero (0) opposed. Zero (0) abstentions.  ***Motion carried.

<b>NEEDS ASSESSMENT COMMITTEE</b>	<b>CHAIR: ENRIQUE FLORES</b>
-----------------------------------	------------------------------

ITEM	MOTION/DISCUSSION	ACTION TAKEN
Discussion and appropriate action regarding the Housing Study	The Committee reviewed, discussed, added the following recommendations and finalized the Housing Study. 1. Planning Council Members and Community Stakeholders take part in the Bexar County's Charrette: Strategic Plan to Prevent and End Homelessness. a. Bexar County is hosting a Charrette on January 10-11 & 13, 2017 to prepare Bexar County's Strategic Plan to Prevent and End Homelessness. b. The Charrette (a community meeting) will allow for input from community	Elven (11) votes in favor. One (1) opposed. Zero (0) abstentions.  ***Motion carried.

	<p>stakeholders to address issues related to homeless prevention and homelessness. Seven community members participated in a steering committee which organized and prioritized key issues facing the homeless population in Bexar County. These issues will be discussed over a two-day period with local and national experts and members of the community. The data gleaned from Charrette week, coupled with local housing and homeless data will go into a final report that will be completed and released in February 2017.</p> <p>2. Format and Print final Housing Matrix.</p> <p>a. Format the matrix into a Housing Resource Guide.</p> <p>b. Review information in the matrix and tailor it to the HIV Community.</p> <p>c. Add the Housing Resource guide to the Resource Guide when it is updated.</p> <p>3. Conduct a Planning Council, Consumer, Community Stakeholder Workshop regarding Housing 101, Budget 101, etc.</p> <p>4. Conduct a Case Manager Training regarding the Housing Study Results, Housing First, and the new Housing Resource Guide.</p> <p>5. HIV Planner to complete a once page fact sheet from the Housing Study results.</p> <p>6. Conduct a Housing Summit for Case Managers, Providers, Community Stakeholders, Consumers, Planning Council, AA Staff, etc.</p> <p>Motion: To approve the final housing study with recommendations. (E. Flores / M. Gloria)</p>	
--	---	--

<b>FISCAL MONITORING AND REALLOCATIONS COMMITTEE</b>		<b>CHAIR: Vacant</b>
ITEM	MOTION/DISCUSSION	ACTION TAKEN
Did not meet in January 2017		

<b>AD HOC BYLAWS COMMITTEE</b>		<b>CHAIR: Co-Chairs/Vice Chair</b>
Discussion and appropriate action regarding revisions to the Planning Council Bylaws 2016	<p>The Bylaws Committee reviewed and discussed revisions to the Planning Council Bylaws.</p> <p>Motion: To move the revised Bylaws to the January 2017 Planning Council Meeting for review and approval (D. Rodriguez / V. Lopez)</p>	<p>Twelve (12) votes in favor. Zero (0) opposed. Zero (0) abstentions.</p> <p>***Motion carried</p>

<b>PEOPLE'S CAUCUS</b>		<b>CHAIR: GLENDA SMALL</b>
<b>ITEM</b>	<b>MOTION/DISCUSSION</b>	<b>ACTION TAKEN</b>
Discussion regarding the Annual Holiday Recruitment Meeting held at MCC on December 16, 2016	Presentation: Gilead Medication Update Presented by: Daniel Ramos Sponsored by: Gilead, Ryan White Planning Council, Ryan White Program, etc.  There was a total of 92 People in attendance.	No action was taken
Public Comment	None	
Review of Planning Council Grievances	There were no Planning Council grievances.	
Scheduling of Next Meeting	The next meeting is scheduled for February 23, 2017 at 12:30 pm	
Announcements	<ul style="list-style-type: none"> <li>• NBHAAD Day event – 5K Walk/Run</li> <li>• Housing Charrette Report on February 2, 2017</li> <li>• Opening of CHCS Youth Café on February 2, 2017</li> <li>• 2/28/17 Advocacy Day in Austin at Capital</li> <li>• V. Lopez is going to e-mail info for the UT Teen Health Resource Guide to Planning Council Members</li> </ul>	
Adjournment	The meeting was adjourned at 2:38 pm	



**Agenda Coordination Form  
Planning Council Meeting  
Thursday, February 23, 2017**

	Item #	Background	Recommended Motion	Action Taken
<b>Planning Council</b>	1. Discussion and appropriate action regarding the nominations/voting for the Planning Council's Consumer Co-Chair	The Planning Council will review nominations for the Consumer Co-Chair and vote on the new Consumer Co-Chair of the Planning Council; whose term will begin on March 1, 2017 and end on February 28, 2019.		
<b>Executive Committee</b>	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.
<b>Comprehensive Planning / Continuum of Care Committee</b>	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.
<b>Memberships, Nominations, and Elections</b>	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.

**Agenda Coordination Form  
Planning Council Meeting  
Thursday, February 23, 2017**

<b>Elections Committee</b>	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)	
<b>Needs Assessment Committee</b>	1. Discussion and appropriate action regarding the Housing Charrette Recommendations	The Committee reviewed and discussed the Housing Charrette Recommendations		No action is necessary.
<b>Fiscal Monitoring and Reallocations Committee</b>	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.

# 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



## Committee Reports February 23, 2016

### **Executive Committee**

Report from February 16, 2017.

The Executive Committee met on February 16, 2017 at the Vista Verde Building, 233 N. Pecos, Suite 590, to discuss appropriate action regarding the Planning Council Monthly Expenditures and the report from appointed Planning Council Members the HIV/Syphilis Testing Taskforce.

### **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.