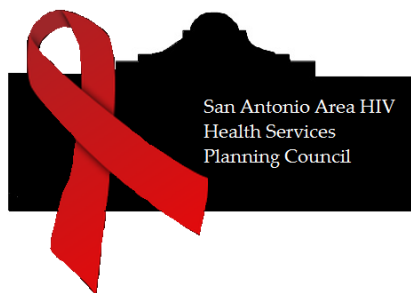


San Antonio Area HIV Health Services Planning Council

Historical Robert B. Green, 903 W Martin St, CareLink Administration 5th floor, San Antonio, TX 78207 (210) 358-3215 FAX (210) 702-6952



NOTICE OF PUBLIC MEETING

Planning Council Meeting
Historical Robert B. Green
5th floor Care Link Conference Room
903 W Martin St, San Antonio, TX 78207

Wednesday, January 30, 2019

12:30 pm to 3:00 pm

AGENDA

I. Call to Order

Enrique Flores, Co-Chair
Steven Manning, 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 people living with or affected by HIV.

IV. Approval of the Agenda

IV. Approval of the Minutes from October 25, 2018.

VI. Recipient Report

M. Newman

 **Planning Council Item:** Review and approval of the SATGA 2019 Ryan White Part A Local Pharmacy Assistance Program Drug Formulary

VI. Committee Reports

A. Executive Committee

Steven Manning, Co-Chair

i. Report from the Executive Committee

- a. Discussion and appropriate action regarding the Memorandum of Understanding (MOU) between Planning Council and Administrative Agency.
- 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.
- d. Discussion and appropriate action regarding the sponsorship of Metropolitan Community Church Annual Love's Day Event to be held February 2, 2019.
- e. Discussion and appropriate action regarding the sponsorship application of National Women and Girls Awareness Day - A Zumba & MixedFit Dance Event to be held on March 9, 2019.

B. Comprehensive Planning/Continuum of Care

Cynthia Nelson, 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.

For meeting information, please call (210) 358-3215

This meeting is wheelchair accessible. The accessible entrance is located at Historical Robert B. Green, 903 W Martin St, CareLink Administration 5th floor. Accessible parking spaces are also available. Interpreters for the deaf must be requested forty-eight (48) hours prior to the meeting by calling (210) 358-3215 or by called Texas Relay at 7-1-1 for assistance.

- 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 proposed Standards of Care.

C. Membership, Nominations and Elections **Carlos Carmona, Chair**

- i. Discussion and appropriate action regarding the Membership, Nominations and Elections report.
 - a. Discussion and appropriate action regarding Attendance Compliance, as stated in Section 5.4 of the Planning Council Bylaws.
 - b. Discussion and appropriate action regarding the networking and filling open Planning Council positions.
 - c. Discussion and appropriate action regarding resignations/applications/representative changes received regarding Planning Council Positions.

D. Needs Assessment **Mary Helen Gloria, Chair**

- i. Discussion and appropriate action regarding the Needs Assessment report.
 - a. Discussion and appropriate action regarding the Comprehensive Needs Assessment:

E. Fiscal Monitoring and Reallocations **Frederic Courtois, Chair**

- i. Discussion and appropriate action regarding the Fiscal Monitoring and Reallocations report.
 - a. The Committee did not meet in January 2019.

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 December 7, 2018 at the Metropolitan Community Church and received a speech from Co-Chair Glenda Small on the current HIV epidemic and important work of the Planning Council and People's Caucus and encouraged guests to join in 2019. PC Co-Chair and member, Steven Manning and Wayne Wientjes, respectively received certificates of appreciation for their dedication and community service. The meal was sponsored by Daniel Ramos, Gilead Science, Inc.
 - b. There were a total of 109 people that attended the meeting and each guest received a gift bag with hygiene and personal care products and a local grocery gift card due to donations from University Health System Foundation and local partners.
 - c. The People's Caucus is scheduled to meet again on January 25, 2019 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. Scheduling of Next Meeting: February 27, 2019

X. Announcements

XI. 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 people living with or affected by HIV.

For meeting information, please call (210) 358-3215

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THE SAN ANTONIO AREA HIV HEALTH SERVICES PLANNING COUNCIL

Historical Robert B. Green, Care Link Administration 5th floor
903 W Martin, San Antonio, TX 78207
210.358.3215 (phone) 210.702.6952 (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, October 25, 2018

**Meeting Location: Historical Robert B. Green 5th floor Care Link Conference
903 W Martin St. San Antonio, TX 78207**

MEMBERS PRESENT		MEMBERS ABSENT	OTHERS PRESENT
Deans, R.	Sapien, H.	Carmona, C.	Casillas, G.
Flores, E.	Serrato, S.	Courtois, F.	De Anda, H.
Gloria, M.	Whitehead, C.	Lee, A.	Self, G.
Hester, L.	Wientjes, W.	Sherman, J.	STAFF PRESENT
Lutz, E.			<i>Ryan White Grantee / Administrative Agent Staff</i>
Manning, S.			Newman, M.
Nelson, C.			Pleasant, R.
Offor, M.			<i>Planning Council Staff</i>
Rodriguez, A.			Johnson, C.
Small, G.			
Call to order			
	Manning, S. Co-Chair called the meeting to order at 12:33 p.m.		
Mission Statement			
	The Mission Statement was read by Flores, E.		
Approval of the Agenda			
	The agenda was approved on as presented.		
Approval of the Minutes from September 27, 2018			
	The minutes were approved as presented.		
Recipient Report			
	<ul style="list-style-type: none"> o UHS ADMINISTRATIVE OVERVIEW o Updates and Announcements o RYAN WHITE ADMINISTRATIVE OVERVIEW o Administrative Activities: <ul style="list-style-type: none"> o The AA finalized and submitted the 2019-2020 Part A Application on September 18, 2018. Two read-through meetings were held in the month of September prior to submission. o The Program Director is scheduled to attend the Part A/B meeting in Baton Rouge, LA on September 27 to 28, 2018. Agenda items included: 1) Part A Grant Applications; 2) Quality Management Funds Discussion; 3) Rapid Reallocation Processes; 4) Assessment of the Administrative Mechanism; 5) AA/PC/PB Relationships & Legislative "Firewall"; 6) Opt-Out vs Opt-In ARIES Data Sharing; and 7) area EMA/TGA and State updates. o Ryan White Staff supervision has changed to the following: Irasema Carrillo will supervise Fiscal Staff and Holly Benavides will supervise the Program Planner o Community Activities: <ul style="list-style-type: none"> o The AA staff attended two planning meetings on August 2nd, 16, and 30 for the Black Women's Initiative (BWI) WORTH Life upcoming "Fashion in the Park" event. This is a community event to reach out to women of color (WoC) with HIV education, resources, testing, guest speakers on information on strategies in staying in care and enhancing self-esteem. The event will be a fashion show to be held on October 6, 2018 for a minimum of 80 WoC. o During the Quarterly Fast Track Cities meeting on September 21, 2018 (as mentioned in the Planning Council report) the AA staff gave a brief update on the Mayor's Housing Policy Taskforce with special emphasis on the "Special Populations" Workgroup outcomes. A final report can be found HERE. 		

- The Clinical Management Team met on September 20, 2018 with Ryan White staff in attendance to receive updates on the data collected per agency to do comparative analysis on the current number of individuals in care who are virally suppressed.
- The End Stigma End HIV AIDS (ESEHA) Alliance celebrated their one year anniversary on September 25, 2018. Topics of discussion during the meeting were: 1) ESEHA Once-Year Mark Reflection; 2) Bexar County jail discussion; and 3) THMP/ADAP Process Update from the Ryan White AA.
- Webinars and Trainings:
- Ryan White Staff participated in 13 trainings and meetings throughout the month of September. Trainings and topic discussions included: Ryan White/HIV Activities; Data; Management Development Academy; Professional Development Conference for Administrative Associates; Diversity Committee meeting; Emotional Intelligence: The New Science of Relationships; and SPNS Housing and Employment
- A DSHS ARIES webinar was held on September 7 on HAB QM and attended by the Ryan White staff to discuss the updated HAB QM Measures that have been implemented in ARIES
- The Program Planner participated in a webinar on the PrEPcost.org website sponsored by NASTAD on September 26, 2018. The HRSA HIV/AIDS Bureau (HAB) strongly encourages Ryan White recipients and providers to leverage the RWHAP infrastructure to support PrEP services within the program parameters, even though RWHAP funds cannot be used for purchasing PrEP.
- The HIV/Syphilis Testing Taskforce was held on September 5, 2018 with 39 attendees. Presentations were given by Child Advocacy of San Antonio on the importance of the LGBTQ community in regards to advocacy for children and the University Health System Project LUCHA, a youth-centered HIV/HCV/Substance Abuse Prevention program tackling stigma. Updates on the planning process for World AIDS Day was also given.
- The 3rd Quarter Clinical Quality Management Committee, Drug Formulary Sub-Committee, and Clinical Quality Management Single Point of Contact meetings were held on September 18 and September 20, 2018, respectively.
- Topics of discussion for the Clinical Quality Management Committee and Single Points of Contact were: 1) Planning Council Non-Virally Suppressed Needs Assessment presentation, upcoming Comprehensive Needs Assessment, People’s Caucus Annual Recruitment Meeting, “Achieving Together” statewide vision, HIV Youth of Color Taskforce, Upcoming Trainings and events, Sponsorship at the 14th Health Literacy Conference, Using Data Effectively, TDSHS ARIES ADAP/THMP Application/Recertification Document upload, Upcoming community input, AA Pharmacy Access Initiative (PAI), Part D updates, monitoring results for Part A and B, and Client Satisfaction Surveys.
- ACA
- Pride Life, Inc. representatives gave a their annual update on the ACA Marketplace on September 25, 2018 to address the 2019 Open Enrollment changes. Eighteen case managers and community members attended and learned about the tracking Continuum System, the direct assistance they can receive from Pride Life, Inc., what to ask when selecting a plan, and recent changes in Medicare and plans on the Marketplace.
- ADAP
- The San Antonio Ryan White AA conducted four ARIES document upload meetings/trainings for ADAP/THMP applications in the month of September. The official roll-out for this new procedure to submit applications through the ARIES upload system in the SATGA was September 24, 2018. A tracking log was developed in response to the contractual requirements to ensure timely submission and accuracy of all new applications, re-certifications, and self-attestations.
- The Pharmacy Access Initiative (PAI) was announced at the CQM , CQM SPOC, Drug Formulary (Sub-Committee), ESEHA, People’s Caucus, Planning Council, and Fast Track Cities meetings. Local pharmacies who provide prescriptions for the Texas HIV Medication Program will receive a PAI Kit to include the locations of ADAP Eligibility Workers (AEW), PrEP locations list, and brochures to remind THMP clients about the birthdate recertification requirement.

COMMITTEE REPORTS

PLANNING COUNCIL		CO-CHAIRS: ENRIQUE FLORES STEVEN MANNING
ITEM	MOTION/DISCUSSION	ACTION TAKEN
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 September 30, 2018.	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. -World AIDS DAY – Event Planning and Service Agenda	No action was taken.
Discussion and appropriate action regarding the Baile de Vida, Mujeres Unidas held on May 6, 2018	Review and approve sponsorship application of the Baile de Vida, Mujeres Unidas held on May 6, 2018 Motion to approve Baile de Vida, Mujeres Unidas sponsorship (C. Whitened, H. Spain)	Fourteen (14) votes in favor. Zero (0) opposed. Zero (0) abstention. ***Motion carried.
Discussion and appropriate action regarding the sponsorship of Fashion Show at the Park to be held October 6, 2018.	Review and approve sponsorship of Fashion Show at the Park to be held October 6, 2018. Motion to approve Fashion Show at the Park sponsorship (H. Sapien, C. Nelson)	Fourteen (14) votes in favor. Zero (0) opposed. Zero (0) abstention. ***Motion carried.
COMPREHENSIVE PLANNING / CONTINUUM OF CARE COMMITTEE		CHAIR: CYNTHIA NELSON
ITEM	MOTION/DISCUSSION	ACTION TAKEN
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 Items	No action was taken.
Report from the Planning Council Representatives appointed to the Quality Management Committee.	Report from the Planning Council Representatives appointed to the Quality Management Committee. - Next QM meeting December 18, 2018.	No action was taken.
Discussion and appropriate action regarding the Standards of Care.	The CPCC committee reviewed the following service categories: o Referral for Healthcare Services – PSRA approved o Health Education/Risk Reduction – Part D	Fourteen (14) votes in favor. Zero (0) opposed. Zero (0) abstention.

	<ul style="list-style-type: none"> o Outreach Services – Part D o Psychosocial Support Services – Part D o Eligibility Standards – DSHS <p>Motion to approve Standards of Care presented.(C. Whitehead, G. Small)</p>	***Motion carried.
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MEMBERSHIP, NOMINATIONS AND ELECTIONS COMMITTEE	CHAIR: CARLOS CARMONA
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ITEM	MOTION/DISCUSSION	ACTION TAKEN
<p>Discussion and appropriate action regarding Attendance Compliance, as stated in Section 5.4 of the Planning Council Bylaws.</p>	<p>The MNE Committee reviewed current attendance records of the Planning Council and determined if any members should receive a letter from the Committee regarding his/her attendance requirement.</p> <p>Members discussed that per the bylaws PC members are only allowed two absences in a 6-month period, unless they have an exception, Therefore, if any PC member misses 2 meetings they will receive an Attendance notice (email or letter) from PC Liaison informing them that if they miss again or not respond to email they will be automatically removed from PC.</p>	<p>No Motion Necessary</p>
<p>Discussion and appropriate action regarding the networking and filling open Planning Council positions.</p>	<p>To fill vacancies according to the categories according to the Ryan White Legislation.</p> <p>-Members reviewed missing categories:</p> <ul style="list-style-type: none"> • Recently released from a correctional facility, • Youth (i.e. trans), • State Medicaid Agency rep. • Federal HIV Programs rep. • Rural area representative <p>Members would contact local service providers and community partners to seek such representation.</p> <p>Members decided they needed to recruit PLWH:</p> <ul style="list-style-type: none"> • Women <p>In order to abide by HRSA guidelines the Planning Council membership should be reflective of the epidemic.</p> <p>-Members recruiting recently released from incarceration, youth, trans, rural rep, and women by distributing updated recruitment flier to local partners and MNE committee members will be distributing PC applications at San Antonio Gender Association, Chrystallis and other organizations. PC Liaison has reached out to Federal HIV Program candidate and PC Co-Chair has called Medicaid Agency candidate.</p>	<p>No action was taken.</p>

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. Candidates interviewed for PC membership: 1.Gregory Casillas, Homeless Service Organization - (M. Gloria, C. Whitehead) 2.Revered Dr. William Knight, Community Stakeholder (Faith-Based Organization) - (M. Gloria, H. Sapien) 3.David Valdivia, HIV Prevention - (H. Sapien, M. Gloria)	Fourteen (14) votes in favor. Zero (0) opposed. Zero (0) abstention. ***Motion carried.
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NEEDS ASSESSMENT COMMITTEE	CHAIR: MARY HELEN GLORIA
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ITEM	MOTION/DISCUSSION	ACTION TAKEN
Discussion and appropriate action regarding the Comprehensive Needs Assessment:	The Committee discussed the Comprehensive Needs Assessment: <ul style="list-style-type: none"> •Comprehensive Needs Assessment Presentation by Collaborative Research •Review target sample sets for the TGA/HSDA •Open forum to discuss data elements of each survey instrument •Review Survey Instruments by Care Status (In Care) - Pending: Out of Care and Newly Diagnosed •Review survey administration methodology and incentives -Members completed doodle poll and selected next meeting for Monday, October 29, 2018 – 12-2 pm.	No action was taken

FISCAL MONITORING AND REALLOCATIONS COMMITTEE	CHAIR: FREDERIC COURTOIS
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ITEM	MOTION/DISCUSSION	ACTION TAKEN
Discussion and appropriate action regarding the Fiscal and Reallocations report.	The FMRA Committee reviewed the service category expenditures for FY 2018-2019.	No action was taken.

PEOPLE’S CAUCUS	CHAIR: GLENDA SMALL
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ITEM	MOTION/DISCUSSION	ACTION TAKEN
Discussion regarding the People’s Caucus Meeting September 2018.	The People’s Caucus met on September 26, 2018 at Rosario’s and received a presentation on Best Practice Sharing for Implementing Early HIV Treatment Initiation presented by Daniel Ramos, Community Liaison and sponsored by Gilead Sciences, Inc. There were a total of 47 people in attendance. The People’s Caucus will meet again October 26, 2018 at 12:00 pm at Metropolitan Community Church.	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 January 30, 2019 at 12:30 pm
Announcements	<ul style="list-style-type: none"> • Men's Support Group at CHCS, 1st Thu. of every month 6-7:30pm. • WAD – December 1, 2019 • People's Caucus Christmas Recruitment Meeting - December 7, 2019
Adjournment	The meeting was adjourned at 2:04 pm

**Agenda Coordination Form
Planning Council Committee Meeting
Wednesday, January 30, 2019**

	Item #	Background	Recommended Motion	Action Taken
Planning Council	1. Discussion and appropriate action regarding the SATGA 2019 Ryan White Local Pharmacy Assistance Drug Formulary	Review and approval SATGA 2019 Ryan White Local Pharmacy Assistance Drug Formulary.	Motion for approval	
	1. Discussion and appropriate action regarding the Memorandum of Understanding (MOU) between Planning Council and Administrative Agency.	Review Memorandum of Understanding (MOU) between Planning Council and Administrative Agency.		
Executive Committee	2. 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, 2018.	No Motion Necessary	No action is necessary.
	3. 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 Motion Necessary	No action is necessary.
	3. Discussion and appropriate action regarding the sponsorship of Metropolitan Community Church Annual Love's Day Event.	Review sponsorship of Metropolitan Community Church Annual Love's Day Event to be held February 2, 2019.	Motion for approval	
	4. Discussion and appropriate action regarding the sponsorship application of the National Women and Girls Awareness Day - A Zumba & MixedFit Dance Event.	Review sponsorship application of the National Women and Girls Awareness Day - A Zumba & MixedFit Dance Event to be held on March 9, 2019	Motion for approval	
	1. Discussion and appropriate action regarding the Integrated HIV Prevention and Care Plan.	No items.	No Motion Necessary	No action is necessary.

**Agenda Coordination Form
 Planning Council Committee Meeting
 Wednesday, January 30, 2019**

Comprehensive Planning / Continuum of Care Committee	2. Discussion and appropriate action regarding the report from the Planning Council Representatives appointed to the Quality Management Committee.	Next QM meeting March 14, 2019.	No Motion Necessary	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.	No Motion Necessary	No action is necessary.
	3. Discussion and appropriate action regarding the proposed Standards of Care.	No items.		
	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. Members discussed that per the bylaws PC members are only allowed two absences in a 6-month period, unless they have an exception, Therefore, if any PC member misses 2 meetings they will receive an Attendance notice (email or letter) from PC Liaison informing them that if they miss again or not respond to email they will be automatically removed from PC.	No Motion Necessary	No action is necessary.

**Agenda Coordination Form
 Planning Council Committee Meeting
 Wednesday, January 30, 2019**

Memberships, Nominations, and Elections Committee	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. Members reviewed missing categories: <ul style="list-style-type: none"> • Recently released from a correctional facility, • Youth (i.e. trans), • State Medicaid Agency rep. • Rural area representative • Women In order to abide by HRSA guidelines the Planning Council membership should be reflective of the epidemic.	No Motion Necessary	No action is necessary.
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**Agenda Coordination Form
 Planning Council Committee Meeting
 Wednesday, January 30, 2019**

	<p>3. Discussion and appropriate action regarding resignations/applications/representative changes received regarding Planning Council Positions.</p>	<p>The MNE Committee reviewed any resignations/applications received regarding Planning Council Positions.</p> <p>Candidates interviewed for PC membership: 1. Marjorie White, Federal HIV Program representative</p>	<p>Motion to approve candidates.</p>	
<p>Needs Assessment Committee</p>	<p>1. Discussion and appropriate action regarding the Comprehensive Needs Assessment</p>	<ul style="list-style-type: none"> •Comprehensive Needs Assessment Presentation by Collaborative Research •Review target sample sets for the TGA/HSDA •Open forum to discuss data elements of each survey instrument •Review survey administration methodology and incentives •Review Survey Instruments by Care Status- Out of Care \$25 HEB gift card incentive <p>SPOC Lead: AARC Outreach Program and partner agencies will provide client ARIES ID for those "Out of Care" Private doctors- Collaborative Research will provide survey link and materials produced for this clientele</p>	<p>No Motion Necessary</p>	<p>No action is necessary.</p>
<p>Fiscal Monitoring and Reallocations Committee</p>	<p>1. Discussion and appropriate action regarding the service category expenditure reports FY 2018-2019.</p>	<p>The Committee did not meet in January 2019.</p>	<p>No Motion Necessary</p>	<p>No action is necessary.</p>

San Antonio Area HIV Health Services Planning Council

Historical Robert B. Green, 903 W Martin St. Care Link Administration 5th floor, San Antonio, TX 78207 (210) 358-3215 FAX (210) 702-6952



Committee Reports January 30, 2019

Executive Committee

Report from January 24, 2019.

The Executive Committee met on January 24, 2019 at the Historical Robert B. Green, 903 W. Martin St. to discuss appropriate action regarding the Memorandum of Understanding (MOU) between Planning Council and Administrative Agency, the Planning Council Monthly Expenditures and the report from appointed Planning Council Members the HIV/Syphilis Testing Taskforce and sponsorship of Metropolitan Community Church Annual Love's Day Event - February 2, 2019. and National Women and Girls Awareness Day - A Zumba & MixxedFit Dance Event t- March 9, 2019.

Comprehensive Planning/Continuum of Care (CPCC) Committee

Report from January 17, 2019

The CPCC Committee met on January 17, 2019 at Historical Robert B. Green, to discuss appropriate action regarding the Integrated HIV Prevention and Care Plan and the report from the Planning Council Representatives appointed to the Quality Management Committee.

-The Committee reviewed Integrated Plan Monitoring Worksheet, Tool, Standards of Care and QM Trending Report with new CPCC members

QM Meeting - December 18, 2018:

- 2018 A Year in Perspective Survey
- Ryan White Monitoring 5 year Trended QM Outcomes for the San Antonio Transitional Grant Area/Health Service Delivery Area Presentation by Thomas Schucker, Collaborative Research
- DSHS – Part B Cumulative Monitoring – handout
- Agency QM Plan Presentation by Kissy Maurice, BEAT AIDS Coalition
- AA updates
 - PCN 15-02; Clinical Quality Management (updated)
 - PCN 18-01; The Use of Ryan White HIV/AIDS program funds for core medical services and support services for PLWH who are incarcerated and justice involved (replaces PCN 07-04)
- 2018 Comprehensive Needs Assessment Update by Catherine Johnson, Ryan White Planning Council Liaison
- Drug Formulary Sub-Committee Report

-Next QM meeting March 14, 2019.

The CPCC Committee will meet again on February 7, 2019 at 2:30 pm at the Historical Robert B. Green Building.

Membership, Nominations and Elections (MNE) Committee

Report from January 17, 2019

The MNE Committee met on January 17, 2019 at Historical Robert B. Green, 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.

Members discussed that per the bylaws PC members are only allowed two absences in a 6-month period, unless they have an exception, Therefore, if any PC member misses 2 meetings they will receive an Attendance notice (email or letter) from PC Liaison informing them that if they miss again or not respond to email they will be automatically removed from PC.

-Members reviewed missing categories:

- Recently released from a correctional facility,
- Youth (i.e. trans),
- State Medicaid Agency rep.
- Rural area representative

Members would contact local service providers and community partners to seek such representation.

Members decided they needed to recruit PLWH:

- Women

In order to abide by HRSA guidelines the Planning Council membership should be reflective of the epidemic.

-Members recruiting recently released from incarceration, youth, trans, rural rep, and women by distributing updated recruitment flier to local partners and MNE committee members distributed PC applications at San Antonio Gender Association, Chrystallis and other organizations. PC Liaison has followed-up with Federal HIV Program candidate and PC Co-Chair has called Medicaid Agency candidate.

Candidates interviewed for PC membership:

1. Marjorie White, Federal HIV Program representative

The MNE Committee will meet again on February 7, 2019 at 1:00 pm at the Historical Robert B. Green Building.

Needs Assessment (NA) Committee

Report from January 17, 2019

The NA Committee met on January 17, 2019 at Historical Robert B. Green, to discuss Comprehensive Needs Assessment items.

- Comprehensive Needs Assessment Presentation by Collaborative Research
 - Review target sample sets for the TGA/HSDA
 - Open forum to discuss data elements of each survey instrument
 - Review survey administration methodology and incentives
 - Review Survey Instruments by Care Status- Out of Care \$25 HEB gift card incentive
- SPOC Lead: AARC Outreach Program and partner agencies will provide client ARIES ID for those "Out of Care"
- Private doctors- Collaborative Research will provide survey link and materials produced for this clientele

2018 Newly Diagnosed Update by Jeff Daniel

-In December, thanks to your efforts, we were able to complete 19 Newly Diagnosed Surveys, which is 10% of the total from Maricela's Newly Diagnosed list (n=192).

-Strategy moving forward: Phone interview and online survey due to client's conflicting schedule to reach goal of 40 surveys

The NA Committee will meet again on February 21, 2019 at 11:00 am at the Historical Robert B. Green Building.

Fiscal Monitoring and Reallocations (FMRA) Committee

Report from January 17, 2019

The FMRA Committee did not meet in January 2019.

The FMRA Committee will meet again on February 7, 2019 at 4:00 pm at the Historical Robert B. Green Building.

The People's Caucus

Report from December 2018

The People's Caucus met on December 7, 2018 at the Metropolitan Community Church and received a speech from Co-Chair Glenda Small on the current HIV epidemic and important work of the Planning Council and People's Caucus and encouraged guests to join in 2019. PC Co-Chair and member, Steven Manning and Wayne Wientjes, respectively received certificates of appreciation for their dedication and community service.

The meal was sponsored by Daniel Ramos, Gilead Science, Inc.

There were a total of 109 people that attended the meeting and each guest received a gift bag with hygiene and personal care products and a local grocery gift card due to donations from University Health System Foundation and local partners.

The People's Caucus will meet again January 25, 2019 at 12:00 pm at Metropolitan Community Church.