

# San Antonio Area HIV Health Services Planning Council

Corporate Square 8<sup>th</sup> floor Conference room, 4801 NW Loop 410, San Antonio, TX 78229. 210-358-3215 FAX 210-702-6952



## NOTICE OF PUBLIC MEETING

Membership, Nominations and Elections Committee

Thursday, May 2, 2019

Metropolitan Community Church (MCC)

611 e Myrtle St, San Antonio, TX 78212

1:00 p.m. – 2:30 p.m.

**I. Call to Order**

**Carlos Carmona, Chair**

**II. Welcome and Introductions**

**III. Approval of the Agenda**

**IV. Approval of Minutes from April 4, 2019**

**Item:** Discussion and appropriate action regarding Attendance Compliance, as stated in Section 5.4 of the Planning Council Bylaws.

**Item:** Discussion and appropriate action regarding the networking and filling open Planning Council positions.

**Item:** Discussion and appropriate action regarding resignations/applications/representative changes received regarding Planning Council Positions.

**V. 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.*

**VI. Scheduling of Next Meeting: June 6, 2019 at 1:00 pm at Metropolitan Community Church.**

**VII. Announcements**

**VIII. 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.**

This meeting is wheelchair accessible. The accessible entrance is located at the front entrance of Corporate Square 4801 NW Loop 410, 8th 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 calling Texas Relay at 7-1-1 for assistance.



# THE SAN ANTONIO AREA HIV HEALTH SERVICES PLANNING COUNCIL

Corporate Square - Suite 200  
4801 NW Loop 410, San Antonio, TX 78229  
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.*

## MEMBERSHIP, NOMINATIONS AND ELECTIONS MINUTES

**1:00 p.m., April 4, 2019**

**Meeting Location: Metropolitan Community Church (MCC),  
611 E Myrtle St, San Antonio, TX 78212**

MEMBERS PRESENT		MEMBERS ABSENT	OTHERS PRESENT	
C. Carmona		M. Offor		
S. Serrato		M. Gloria		
G. Small				
C. Whitehead			STAFF PRESENT	
E. Flores				
			Planning Council Staff	
			C. Johnson	
Call to order		C. Carmona, Committee Chair, called the meeting to order at 1:22 pm.		
Approval of the Agenda		The agenda was approved as presented.		
Approval of the Minutes – March 7, 2019.		The minutes were approved as presented.		
ACTION ITEMS				
ITEMS		DISCUSSION/MOTION		ACTION
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. -Email attendance notice to R. Deans.		No Action needed.
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"><li>Medicaid Agency rep.</li><li>Youth (18-24)</li><li>Rural area representative</li><li>Women</li></ul> To abide by HRSA guidelines the Planning Council membership should be reflective of the epidemic.  -MNE members have committed to actively recruit the missing categories by reaching out to local partners and agencies they are affiliated with and sharing PC applications/flier.		No Action Needed
Discussion and appropriate action regarding resignations/applications/representative changes received regarding Planning Council		The MNE Committee reviewed any resignations/applications received regarding Planning Council Positions. -Committee received 2 applications and due to PC decision to prioritize		(5) Five votes in favor

Positions.	required missing categories members decided to waitlist candidates.  Motion: To waitlist 2 applicants due to prioritization given to required categories (E. Flores, C. Whitehead)	(0) Zero Abstentions (0) Zero Opposed **Motion carried.
Public Comment	None	
Scheduling of Next Meeting	The next meeting is scheduled for May 2, 2019 at 1:00 pm	
Announcements	<ul style="list-style-type: none"> <li>Men's Support Group<sup>1st</sup> Thursday of every month 6-7:30 pm at CHCS (April-May 2<sup>nd</sup> Thursday)</li> <li>See One-Help one March 27, 2019 – San Pedro Park</li> </ul>	
Adjournment	The meeting was adjourned at 2:40 pm	

**Agenda Coordination Form**  
**Membership, Nominations and Elections Committee**  
**Thursday, May 02, 2019**

<b>Item #</b>	<b>Background</b>	<b>Recommended Motion</b>	<b>Action Taken</b>
1. Discussion and appropriate action regarding Attendance Compliance, as stated in Section 5.4.	The MNE Committee will review current attendance records of the Planning Council and determine if any members should receive a letter from the Committee regarding his/her attendance requirements.		
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		
3. Discussion and appropriate action regarding resignations/applications/representative changes received regarding Planning Council Positions.	The MNE Committee will review any resignations/applications received regarding Planning Council Positions.		