

San Antonio Area HIV Health Services Planning Council

4801 NW Loop 410, Suite 111, San Antonio, TX 78229 (210) 644-1362 FAX (210) 702-6952



NOTICE OF PUBLIC MEETING

Needs Assessment Committee

Thursday, August 1, 2019

Metropolitan Community Church (MCC)

611 E Myrtle St.

San Antonio, TX 78212

11:30 a.m. – 1:30 p.m.

- I. Call to Order** **Glenda Small, Chair**
- II. Welcome and Introductions**
- III. Approval of the Agenda**
- IV. Approval of the Minutes from July 11, 2019**
- V. Item:** Discussion and appropriate action regarding the FY 19-20 Mini-Needs Assessment (Out of Care Group)
Item: Discussion and appropriate action regarding the ongoing Needs Assessment Survey
- VI. 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.
- VII. Scheduling of Next Meeting:** September 5, 2019 at 11:30 am at Metropolitan Community Church
- VIII. Announcements**
- IX. 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) 644-1362

This meeting is wheelchair accessible. Accessible parking spaces are also available. Interpreters for the deaf must be requested forty-eight (48) hours prior to the meeting by calling (210) 644-1362 or by calling Texas Relay at 7-1-1 for assistance.



THE SAN ANTONIO AREA HIV HEALTH SERVICES PLANNING COUNCIL

4801 NW Loop 410, Suite 111, San Antonio, TX 78229
210.644.1362 (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.

NEEDS ASSESSMENT MINUTES

11:30 a.m., Thursday, July 11, 2019

Meeting Location: Metropolitan Community Church (MCC), 611 E Myrtle St. San Antonio, TX 78229.

MEMBERS PRESENT		MEMBERS ABSENT	OTHERS PRESENT	
E. Flores		J. Sherman	D. Castillo	
M. Gloria		G. Small		
W. Knight				
E. Lutz				
R. Pleasant			STAFF PRESENT	
H. Sapien			Ryan White Grantee / Administrative Agent Staff	
S. Serrato			R. Andrew	A. Johnson
D. Valdivia			M. Newman	
W. Wientjes			Planning Council Staff	
J. Zapata				
Call to order		M. Gloria, Planning Council Co-Chair, called the meeting to order at 11:41 am		
Approval of the Agenda		The agenda was approved as amended		
Approval of the Minutes from June 6, 2019		The minutes were approved as presented		
ACTION ITEMS				
ITEMS	DISCUSSION/MOTION		ACTION	
Discussion and appropriate action regarding the Planning Council Committee Overview	The NA Committee will review and discuss the Planning Council Committee Overview.		No Action Needed	
Discussion and appropriate action regarding the Comprehensive Needs Assessment.	Discussion and appropriate action regarding the FY 18-19 Comprehensive Needs Assessment E. Flores provided the committee with a 1 page snapshot of the data collected form the FY18-19 Comprehensive Needs Assessment. Future assessments need a plan/focus to focus data collected so it matches the needed demographics. Examples: age, race, gender, education, etc.		Motion: Finalize the FY 18-19 Comprehensive Needs Assessmnet with the recommendations from last Committee Meeting (W. Knight, H. Sapien) (10) Ten in Favor (0) Zero abstentions (0) Opposed **Motion carried	

		<p>Motion: Committee to create an ongoing NA survey separate from yearl assessments for all dempgraphics to include survey flyer, basic survey, script for cold calls/emails, survey to be used in REDCap to track data, AA to input information from paper surveys, and focus on under-represented groups, especially Trans Community, Youth, Incarcerated. (W. Knight, E. Flores) (10) Ten in Favor (0) Zero abstentions (0) Opposed **Motion carried</p>
Public Comment	None	
Scheduling of Next Meeting	The next meeting is scheduled for August 1, 2019 at 11:30 a.m.	
Announcements	<ul style="list-style-type: none"> • VIA Town Meeting. Requesting information from/of underserved population. Paster Knight has information • PRIDE Pachanga, July 19 • Temple Bethal has fresh produce on Wednesdays 11-230 • If you know person that are experiencing a “food emergency” have them text “Food” to #877877 	
Adjournment	The meeting was adjourned at 12:58 pm	

Agenda Coordination Form
Needs Assessment Committee
Thursday, August 01, 2019

Item #	Background	Recommended Motion	Action Taken
Discussion and appropriate action regarding the FY 19-20 Mini-Needs Assessment (Out of Care Group)	The NA Committee will discuss and begin to plan for the FY 19-20 Mini-Needs Assessment (Out of CareGroup)		
Discussion and appropriate action regarding the ongoing Needs Assessment Survey	The NA Committee will discuss and begin to plan for the ongoing Needs Assessment Survey		