

# San Antonio Area HIV Health Services Planning Council

Corporate Square Suite 200, 4801 NW Loop 410, San Antonio, TX 78229 (210) 358-3215 FAX (210) 702-6952



## NOTICE OF PUBLIC MEETING

### Needs Assessment Committee

Thursday, June 6, 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** **Vacant, Chair**
- II. **Welcome and Introductions**
- III. **Approval of the Agenda**
- IV. **Approval of the Minutes from May 2 and 23, 2019**
- V. **Item:** Discussion and appropriate action regarding the Comprehensive Needs Assessment:
  - Comprehensive Needs Assessment Report: Out of Care, In Care and Newly Diagnosed
  - Proposed Action Plan and Recommendations
- 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: July 11, 2019 at 11:30 am at MCC**
- 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) 358-3215**

This meeting is wheelchair accessible. The accessible entrance is located at Corporate Square Suite 200, 4801 NW Loop 410, 78229. 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.*

## NEEDS ASSESSMENT MINUTES

11:30 a.m., Thursday, May 2, 2019

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

MEMBERS PRESENT		MEMBERS ABSENT	OTHERS PRESENT	
W. Knight	L. Hester	E. Flores	D. Castillo	
R. Pleasant		M. Gloria	D. Parra	
H. Sapien		E. Lutz- proxy		
S. Serrato		J. Sherman		
D. Valdivia		R. Deans	STAFF PRESENT	
W. Wientjes		K. Maurice	Ryan White Grantee / Administrative Agent Staff	
		A. Boyce	M. Newman	
		K. Uriegas		
			Planning Council Staff	
			C. Johnson	
Call to order		H. Sapien, Member, called the meeting to order at 11:50 pm		
Approval of the Agenda		The agenda was approved as amended.		
Approval of the Minutes from April 4, 2019		The minutes were approved as presented.		
ACTION ITEMS				
ITEMS		DISCUSSION/MOTION		ACTION
Discussion and appropriate action regarding the Comprehensive Needs Assessment		A. Comprehensive Needs Assessment Report: Out of Care B. Proposed Action Plan and next focus group (In Care or Newly Diagnosed)  <u>Discussion:</u> <u>Survey Administration</u> <ul style="list-style-type: none"><li>Out of Care sample too small (n=28), clients surveyed came to agency to complete it within the set timeframe</li><li>Suggestion: Out of Care group should have been the first one to survey</li></ul> <u>Data Gaps</u> <ul style="list-style-type: none"><li>Need Out of Care Baseline Data</li><li>There is no standard Out of Care definition for RW agencies, only Retention in Care is standardized</li></ul> <u>Responsibilities</u> <ul style="list-style-type: none"><li>Distinction between committee, agency and consultant compnay reponsabilities when conducting NA</li><li>Comprehensive NA every 3 years, Mini-NA annually</li></ul> <u>Capacity</u> <ul style="list-style-type: none"><li>Only one agency conducting Early Intervention Services (EIS), however EIS includes services like case-management not only outreach</li><li>Currently 2 staff conducting outreach support</li></ul> <u>Action Options:</u>		No action necessary.

	<ul style="list-style-type: none"> <li>• Augmentation to Out of Care NA to obtain more data, consider focusing on substance use and Out of Care for the next NA</li> <li>• Consider funding Outreach Services category at PSRA reallocation, keeping in mind that this means taking funds away from other categories. In addition, agencies have to bid to provide Outreach services.</li> <li>• PSRA decisions are data-driven and services categories ranked by PC</li> <li>• On-going monitoring of NA activities and reports provided to committee needs to take place</li> <li>• NA Committee develops recommendations to the AA and Planning Council for each surveyed group: Out of Care, Newly Diagnosed, In Care. (Examples: Standardize the Out of Care definition for agencies to track utilizing same standard, Increase capacity for Outreach Services by proposing fund reallocation)</li> </ul> <p><b>Requests:</b></p> <ul style="list-style-type: none"> <li>• Metrohealth Out of Care data request (follow-up)</li> <li>• Email Comprehensive NA Report and Presentations for committee review prior to meeting on May 23, 2019 11 AM – provide recommendations by the end of June 2019</li> </ul>	
Public Comment	None	
Scheduling of Next Meeting	The next meeting was scheduled for May 23 and June 6, 2019 at 11:30 a.m.	
Announcements	<ul style="list-style-type: none"> <li>• People's Caucus – Community Input Session and Educational Presentation 05-24 at noon MCC</li> <li>• National Latin X HIV Hep C Conference May 17-19, 2019</li> </ul>	
Adjournment	The meeting was adjourned at 1:01 pm	



**Agenda Coordination Form**  
**Needs Assessment Committee**  
**Thursday, June 06, 2019**

Item #	Background	Recommended Motion	Action Taken
1. Discussion and appropriate action regarding the Comprehensive Needs Assessment.	Discussion and appropriate action regarding the Comprehensive Needs Assessment: <ul style="list-style-type: none"><li>• Comprehensive Needs Assessment Report: Out of Care, In Care and Newly Diagnosed</li><li>• Proposed Action Plan and Recommendations</li></ul>		