

San Antonio Area HIV Health Services Planning Council

Corporate Square Suite 200, 4801 NW Loop 410, San Antonio, TX 78229 (210) 644-1362 FAX (210) 702-6952



NOTICE OF PUBLIC MEETING

Needs Assessment Committee

Thursday, July 11, 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 June 6, 2019**
- V. **Item:** Discussion and appropriate action regarding the Planning Council Committee Overview
Item: Discussion and appropriate action regarding the FY 18-19 Comprehensive Needs Assessment
- 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:** August 1, 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. 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, June 6, 2019

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

MEMBERS PRESENT		MEMBERS ABSENT	OTHERS PRESENT	
E. Flores		M. Gloria	D. Castillo	J. Cervantes
E. Lutz		W. Knight	A. Delgado	K. Maurice
R. Pleasant		H. Sapien	K. Uriegas	
S. Serrato				
J. Sherman			STAFF PRESENT	
D. Valdivia			Ryan White Grantee / Administrative Agent Staff	
W. Wientjes			A. Johnson	M. Newman
J. Zapata				
			Planning Council Staff	
Call to order		E. Flores, Planning Council Co-Chair, called the meeting to order at 11:44 pm		
Approval of the Agenda		The agenda was approved as amended (added E. Flores to “Call to Order” and corrected the time to reflect 11:30 am – 1:00 pm not 11:30 am – 1:30 pm).		
Approval of the Minutes from May 23, 2019		The minutes will be reviewed at the next meeting for approval due to issues with printing.		
ACTION ITEMS				
ITEMS	DISCUSSION/MOTION		ACTION	
Discussion and appropriate action regarding the Comprehensive Needs Assessment	Discussion and appropriate action regarding the Comprehensive Needs Assessment: <ul style="list-style-type: none">Comprehensive Needs Assessment Report: Out of Care, In Care and Newly DiagnosedProposed Action Plan and Recommendations Total PLWH: <ul style="list-style-type: none">Newly diagnosed – 382In Care – 1021Out of Care – between 700-1300 Total surveys needed to make data statistically significant: <ul style="list-style-type: none">Newly diagnosed – 38 (10% or PLWH)In Care – 102 (10% or PLWH)Out of Care – minimum 70 (10% or PLWH) Total Surveys received: <ul style="list-style-type: none">Newly diagnosed – 33In Care – 195Out of Care – 28 Out-of-Care is not statistically significant and the committee		Motion: Complete Needs Assessment Augmentation for Out of Care Community; will be the Mini-Needs Assessment for FY 19-20; make a plan that the committee and PC will follow and make sure the data is consistent (W. Wientjes, D. Valdivia) (8) Eight in Favor (0) Zero abstentions (0) Opposed **Motion carried Motion: Recommendation to be included in the final FY 18-19 Comprehensive Needs Assessment: Education for the PLWH Community. PC Co-Chairs will meet with the People’s Caucus Co-Chairs to discuss revising People Caucus	

	<p>needs to make a plan to gather data/augment for the Out-of-Care group.</p> <p>Responsibility of the NA Committee and PC to own that there was not enough data collected for the Out-of-Care as well as holding the paid contracted consultant accountable for providing the information/data included in the Scope of Work. It is time to “close-out” and finalize recommendations for the FY 18-19 Comprehensive Needs Assessment and make a plan for augmenting this study by gathering the information needed to make the data statistically significant for the Out-of-Care group.</p> <ul style="list-style-type: none"> • Stigma by Trans Community is what keeps Trans from participating • Look at demographics for trans community • Look at how to admin. surveys • Look at how to get persons to participate <p>Plan for augmentation</p> <ul style="list-style-type: none"> • Fill in gaps for missing data • Out-of-Care • Trans Community <p>Recommendations for In Care and Newly Diagnosed</p> <ul style="list-style-type: none"> • AA to investigate other alternatives of medical transportation • Education for the PLWH Community 	<p>structure. Allow first half to be the Lunch and learn portion the second half to be open dialogue regarding community concerns, needs, etc. (W. Wientjes, D. Valdivia) (8) Eight in Favor (0) Zero abstentions (0) Opposed **Motion carried</p> <p>Motion: Recommendation to be included in the final FY 18-19 Comprehensive Needs Assessment: AA to investigate other alternatives of medical transportation unilaterally across all PLWH due to transportation being identified as a need (W. Wientjes, D. Valdivia) (8) Eight in Favor (0) Zero abstentions (0) Opposed **Motion carried</p> <p>Motion: Request TA/Training on Needs Assessments – how, who, what, etc. on all aspects, particularly the survey instrument and data (W. Wientjes, D. Valdivia) (7) Seven in Favor (1) One abstentions (E. Lutz) (0) Opposed **Motion carried</p>
Public Comment	None	
Scheduling of Next Meeting	The next meeting is scheduled for July 11, 2019 at 11:30 a.m.	
Announcements	<ul style="list-style-type: none"> • The Health Collaborative (Local AETC Site) will be hosting a training on June 26-28, 2019 open to all PLWH, Stakeholders, and Providers. The Health Collaborative will send the flyer to the AA to send out. 	
Adjournment	The meeting was adjourned at 1:04 pm	

Agenda Coordination Form
Needs Assessment Committee
Thursday, July 11, 2019

Item #	Background	Recommended Motion	Action Taken
Discussion and appropriate action regarding the Planning Council Committee Overview	The NA Committee will review and discuss the Planning Council Committee Overview.		
Discussion and appropriate action regarding the Comprehensive Needs Assessment.	Discussion and appropriate action regarding the FY 18-19 Comprehensive Needs Assessment		