

# 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



## NOTICE OF PUBLIC MEETING

**Executive Committee**  
**Historical Robert B. Green, 903 W Martin St,**  
**San Antonio TX, 78207**  
**Dr. Mac's Conference Room**  
**Thursday, July 19, 2018**  
**10:00 am to 11:30 am**  
**AGENDA**

**I. Call to Order**

**Steven Manning, Co-Chair**  
**Enrique Flores, 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**

**V. Approval of the Minutes from June 21, 2018**

**VI. Recipient Report**

**C. Doria-Ortiz**

**VII. Committee Reports**

**A. Executive Committee**

**Steven Manning, Co-Chair**

**i. Report from the Executive Committee**

- a. Discussion and appropriate action regarding the Planning Council's monthly expenditure report.
- b. Discussion and appropriate action regarding the report from the Planning Council Representatives appointed to the HIV/Syphilis Testing Taskforce.
- c. Discussion and appropriate action regarding the 2017-2018 Assessment of the Administrative Mechanism – by Collaborative Research, LLC.
- d. Discussion and appropriate action regarding the Planning Council Draft Letter of Support for a grant application for "Texas Center for AIDS Research" to be housed at Baylor College of Medicine, UT Health Houston, and Texas Biomedical Research Institute in San Antonio lead by Dr. Tom Giordano, Chief, Infectious Disease, Department of Medicine, Baylor College of Medicine.

**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.
  - b. Discussion and appropriate action regarding the report from the Planning Council Representatives appointed to the Quality Management Committee.

**C. Membership, Nominations and Elections**

**Carlos Carmona, Chair**

- i. Discussion and appropriate action regarding the Membership, Nominations and Elections

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

This meeting is wheelchair accessible. The accessible entrance is located at the front entrance of 903 W Martin St. CareLink Administration. 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.

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 for the month of July 2018.

**F. People's Caucus**

**Glenda Small, Co-Chair**

- i. Discussion and appropriate action regarding the People's Caucus Report.

The People's Caucus met on June 27, 2018 at El Mirador and received a presentation on Truvada for PrEP: Proactive HIV Prevention with Truvada for PrEP by Amanda Miller, PA and sponsored by: Daniel Ramos, Gilead Sciences, Inc. There were a total of 40 people in attendance.

The People's Caucus will meet again July 27, 2018 at 12:00 pm at Metropolitan Community Church (MCC).

**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. Set Planning Council Agenda for July 26, 2018 at 12:30pm located at Historical Robert B. Green, 5<sup>th</sup> floor Care Link Administration Conference Room.**

**X. Review Planning Council Related Grievances (if necessary) - NONE**

**XI. Scheduling of Next Meeting: August 16, 2018**

**XII. Announcements**

**XIII. 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.

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# THE SAN ANTONIO AREA HIV HEALTH SERVICES PLANNING COUNCIL

Historical Robert B. Green, CareLink Administration,  
903 W Martin St. 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.*

## EXECUTIVE COMMITTEE MINUTES

**10:00 am – 11:30 am, Thursday, June 21, 2018**

**Meeting Locations: 903 W Martin, Historical Robert B. Green, Dr. Mac's Conference**

MEMBERS PRESENT	MEMBERS ABSENT	OTHERS PRESENT
C. Carmona		
F. Courtois		
E. Flores		<b>STAFF PRESENT</b>
M. Gloria		
S. Manning		<i>Ryan White Grantee / Administrative Agent Staff</i>
C. Nelson		C. Doria-Ortiz
G. Small		<i>Planning Council Staff</i>
		C. Johnson
<b>Call to order</b>	S. Manning called the meeting to order at 10:10 am	
<b>Approval of the Agenda</b>	The agenda was approved as presented.	
<b>Approval of the Minutes from May 17, 2018</b>	The minutes were approved as presented.	
<b>Grantee Report</b>	<p>C. Doria-Ortiz delivered the Grantee Report. Highlights of the report include:</p> <ul style="list-style-type: none"> <li>○ The AA has not yet received their Notice of Grant Award (NOA), however, it was announced during the HRSA Terms Report Webinar on May 31, 2018 that all jurisdictions had received their NOA's. We notified our Project Officer via email of our absence of an NOA and she is following up on the status of SATGA's NOA. The Part A and MAI Program Terms Webinar was attended by Ryan White staff on May 31, 2018 with guidance on preparing and submitting the two-part submissions: 1) Program Terms Report and 2) Program Submission.</li> <li>○ <b><u>Personnel Update:</u></b></li> <li>○ The Ryan White Program will be utilizing the assistance of a Public Health intern from the University of Texas at San Antonio, Alondra Zapata throughout the summer and fall of 2018. She began her duties on May 31, 2018 and will play an integral part in conducting tasks that help the AA, sub-recipients, and community stakeholders in support of the continuum of care. Veronica Avalos, the Financial Grants Supervisor will be out on FMLA for approximately 6 weeks beginning May 21, 2018.</li> <li>○ <b><u>Community Activities:</u></b></li> <li>○ The 2018 National Latino HIV/Hep C Conference was held on May 19-21, 2018 in San Antonio and attended by the Planning Council and Ryan White Program Staff. The Ryan White Program provided a booth with informational resources throughout the event and participated in plenaries and breakout sessions that covered topics such as: The Power of Peers, Re-engaging Latinas into care; Molecular Surveillance, What does it all mean?; The HIV Treatment Cascade and Latinos; Hepatitis C and HIV, A Panel Discussion; 50 Plus HIV; Establishing A Quality Culture; Substance Abuse; Youth and HIV; The B Word: Buprenorphine and Social Workers; and Ending the Epidemic Tool Kits. The conference was very productive as it provided numerous resources on Latinos and AIDS that the AA will be utilizing in upcoming events and trainings.</li> <li>○ The kick-off for the revitalization of Syringe Exchange Programs was held on May 23, 2018 with a Syringe Services Program Summit, attended by the Ryan White Director and Assistant Director. Information on the following topics were given: Benefits of Syringe Services Programs; Legal Status of Syringe Exchange in Bexar County; State Perspective on Syringe Services; and Available Resources including the Resource Guide by the San Antonio Area</li> </ul>	

	<p>HIV Health Services Planning Council for accessing core and support services for those infected with HIV.</p> <ul style="list-style-type: none"> <li>○ The committee called End Stigma, End HIV Alliance (ESEHA Alliance) continue to meet bi-weekly. It currently is obtaining community input by conducting facilitated trainings provided by United Way. In addition it continues to support the Fast Track Cities activities including one focusing on youth.</li> <li>○ Two community events were held on May 5, 2018 which the Ryan White Program supported through the provision of resource materials:</li> <li>○ The 20th annual Baile de Vida hosted by Mujeres Unidas; and</li> <li>○ The Young Minds Matter teen event called “A Beautiful Mind: Breaking the Stigma of Mental Health” hosted by The Health Collaborative</li> <li>○ <b><u>Webinars and Trainings:</u></b></li> <li>○ Ryan White Staff participated in 17 trainings and meetings throughout the month of May. Trainings and topic discussions included: Effective communications training; Ryan White and BCHD integration of policies; Outreach and Ryan White/HIV activities; Management Development training; Finance and Accounting; collaborating between the AA and Planning Council; and invoicing procedures.</li> <li>○ May 8, 2018 – Conducting RWHAP Part A Planning Council/Planning Body Needs Assessments Webinar attended by RW Staff</li> <li>○ Ryan White staff attended the How to use HIV Quality measures Module Webinar on May 17, 2018. The HIVQM Module is a tool developed by HAB to help recipients monitor their HAB performance measures. This tool is an easy-to-use and structured platform that allows recipients and sub-recipients to continually monitor their performance in serving their clients, particularly in access to care and the provision of quality HIV services. The tool also allows recipients to generate reports that compare providers regionally and nationally.</li> <li>○ The Health Collaborative, as the local performing site for the South Central AIDS Education and Training Center (SCAETC) conducted their first HIV 101 Physician’s Training on May 25, 2018 with Ryan White Staff and sub-recipient staff in attendance. This training was provided by Dr. Delia Bullock of UT Health and the University Health System FFACTS Clinic, acting as the Clinical Director for this Local Performing Site. Approximately 30 individuals attended this very informative training.</li> <li>○ A fourth conference call was held on May 14, 2018 with the HRSA Care Continuum Learning Collaboration (CCLC). The SATGA and CCLC team discussed the SATGA Non-Virally Suppressed Needs Assessment; data matching; Technical Assistance needs; discovering short-term goals; and available community resource materials.</li> <li>○ The preparation and submission of the Part A Progress Report was conducted during the month of May with two progress and technical assistance meetings held among Ryan White staff. The report was submitted in a timely fashion on May 30, 2018.</li> <li>○ The HIV/Syphilis Testing Taskforce was held on May 3, 2018 with 29 attendees. A hands-on training on the Rapid HIV Test was provided by BioLytical Lab where attendees were given the opportunity to test one another and learn about the different types of instant tests available. Discussions were also held around planning the upcoming World AIDS Day (December 1, 2018).</li> <li>○ Due to the recent resignation of the community co-chair for the HIV/Syphilis Testing Taskforce, an orientation was held on May 10, 2018 for the newly elected co-chair, Luka Rios of Alamo Area Resource Center to educate her on the history of the Taskforce and the roles and responsibilities of the community co-chair position.</li> <li>○ The Ryan White AA staff continues to utilize and promote the HRSA Target Center Quality Academy modules to sub-recipients for learning how to enhance the Quality Initiatives within their respective agencies as directed by the Quality Management Committee and at the QM SPOC meetings. See the attached CQM and CQM SPOC binder Table of Contents.</li> <li>○ The EnrollSA Partners held an ACA 2018 Open Enrollment update meeting on May 1, 2018 where concerns and future plans were discussed on the following topics: challenges from the 2017-2018 enrollment period (ie misinformation, shorter enrollment period, new administration, and increased premiums) and anticipated challenges for the 2018-2019 enrollment period (ie reduced funding and number of enrollers/assisters, introduction of short-term plans, and increased premiums).</li> <li>○ A monthly reminder is sent to sub-recipients concerning THMP/ADAP due dates to assist case managers in helping clients with the new birthdate recertification schedule. The reminders detail specific timeframes to mail reminders and ensure no gaps in service as re-certification and self-attestation dates are met.</li> </ul>
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	<ul style="list-style-type: none"> <li>○ A special Health Advisory from the Department of Health and Human Services, Health Resources and Services Administration was issued on May 18, 2018 indicating the potential risk of antiretroviral medication dolutegravir (DTG) with associated neural tube birth defects; the Health Advisory was forwarded to all sub-recipients and community stakeholders.</li> <li>○ Ryan White AA staff and Sub-Recipient ADAP Eligibility Worker (AEW) case managers attended the ADAP Regional Training Update on May 3-4, 2018 in Austin, TX. Topics that were covered included: Regional Activities; THMP Eligibility-Application Process; AEW Performance Measures for reporting; Medication Adherence/Viral Suppression; Recertification Timeline; and practical applications in understanding the application process.</li> </ul>

## COMMITTEE REPORTS

<b>PLANNING COUNCIL</b>	<b>CHAIR: STEVEN MANNING</b>	
ITEM	MOTION/DISCUSSION	ACTION TAKEN
<b>EXECUTIVE COMMITTEE</b>	<b>CHAIR: ENRIQUE FLORES</b>	
ITEM	MOTION/DISCUSSION	ACTION TAKEN
Discussion and appropriate action regarding Planning Council support for Administrative Agency's Letter to HRSA Request for Information to remove six month recertification requirement.	Motion: Planning Council support for Administrative Agency's Letter to HRSA Request for Information to remove six month recertification requirement. (M. Gloria, C. Carmona)	Seven (7) votes in favor. Zero (0) opposed. Zero (0) abstention.  ***Motion carried.
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 May 31, 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. Minutes provided in agenda packet.	No action was taken.
<b>COMPREHENSIVE PLANNING / CONTINUUM OF CARE COMMITTEE</b>	<b>CHAIR: CYNTHIA NELSON</b>	
ITEM	MOTION/DISCUSSION	ACTION TAKEN
Discussion and appropriate action regarding the Integrated HIV Prevention and Care Plan.	The CPCC Committee will review and discuss the Integrated HIV Prevention and Care Plan. The CPCC committee approved the Monitoring Tool 's final draft and also received a brief summary presented by Mrs. Mary Kay Newman, Assistant Director, RW Grants and Compliance.	No action was taken.
Discussion and appropriate action regarding the report from the Planning Council Representatives appointed to the Quality Management Committee.	Report from the Planning Council Representatives appointed to the Quality Management Committee. The QM Committee will meet again on June 21, 2018.	No action was taken.
<b>MEMBERSHIP, NOMINATIONS AND ELECTIONS COMMITTEE</b>	<b>CHAIR: CARLOS CARMONA</b>	
Discussion and appropriate action regarding Attendance Compliance, as stated in Section 5.4 of the Planning Council Bylaws.	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.  MNE Chair would call Letoya Weathington and Marc Hernandez regarding	No action was taken.

	their attendance and do an email follow-up to Mrs. Lutz of her required attendance to NA Committee.	
Discussion and appropriate action regarding the networking and filling open Planning Council positions.	<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"> <li>• Recently released from a correctional facility</li> <li>• Youth (i.e. trans)</li> <li>• Rural area representative</li> </ul> <p>Members would contact local service providers and community partners to seek such representation.</p> <p>Members decided they needed to recruit infected:</p> <ul style="list-style-type: none"> <li>• White Consumer</li> <li>• Women</li> </ul> <p>In order to abide by HRSA guidelines the Planning Council membership should be reflective of the epidemic.</p> <p>- Members are actively recruiting recently released from incarceration, rural rep, youth and women by contacting local partners and groups.</p> <p>-Members will attend Re-Entry Council meeting on August 2018.</p>	No action was taken.
Discussion and appropriate action regarding resignations/applications/representative changes received regarding Planning Council Positions.	<p>The MNE Committee reviewed any resignations/applications received regarding Planning Council Positions.</p> <p>The Committee reviewed 1 application for Planning Council and decided to file the application until a position became available since they are trying to fill the required categories first.</p>	No action was taken.
<b>FISCAL MONITORING AND REALLOCATIONS COMMITTEE</b>	<b>CHAIR: FREDERIC COURTOIS</b>	
ITEM	MOTION/DISCUSSION	ACTION TAKEN
Discussion and appropriate action regarding the Fiscal and Reallocations report.	The FMRA Committee reviewed the service category expenditure reports for FY 2017-2018 and the new reports for FY18-19.	No action was taken.
<b>NEEDS ASSESSMENT COMMITTEE</b>	<b>CHAIR: MARY HELEN GLORIA</b>	
1. Discussion and appropriate action regarding the Needs Assessment for Non-virally Suppressed PLWH.	<p>The Committee discussed the Needs Assessment for Non-virally Suppressed PLWH and Comprehensive Needs Assessment potential target groups,</p> <p>Jeff Daniel has collected 14 surveys and remaining gift cards from a local agency, the interviews focused on youth 18-24, women and recently released from incarceration. The Committee will await for final presentation and results</p>	No action was taken

	<p>in June 28, 2018.</p> <p>The Committee reviewed the Comprehensive Needs Assessment Survey Instrument form 2014 to determine what questions are relevant or not to develop a draft survey. The consultant will begin the Comprehensive Needs Assessment in Fall 2018.</p>	
<b>PEOPLE'S CAUCUS</b>	<b>CHAIR: GLENDA SMALL</b>	
Discussion regarding the People's Caucus met on May 25, 2018 at Metropolitan Community Church.	<p>The People's Caucus met on May 25, 2018 at Metropolitan Community Church and received a presentation on the relationship between HIV medications and classes and "About BIKTARVY" by Daniel Ramos with Gilead Sciences, Inc. There were a total of 14 people in attendance.</p> <p>The People's Caucus will meet again June 27, 2018 at 6:00 pm at El Mirador Restaurant.</p> <p>**Members discussed client misunderstanding after pharmaceutical presentation where they asked their service provider to switch medications. Motion: People's Caucus Agenda will add disclaimer and refer to UHS policy around selling or endorsing any drugs to clients. (C. Carmona, F. Courtois)</p>	<p>Seven (7) votes in favor. Zero (0) opposed. Zero (0) abstention.</p> <p>***Motion carried.</p>
Public Comment	None	
Set Planning Council Agenda for	The Planning Council agenda for June 28, 2018 at 12:30 pm was set by the Executive Committee.	
Review of Planning Council Grievances	There were no Planning Council grievances,	
Scheduling of Next Meeting	The next Executive Committee was scheduled for July 19, 2018 at 10:00 am.	
Announcements	<ul style="list-style-type: none"> <li>Men's support group every 1<sup>st</sup> Thursday of the month at CHCS, from 7-8:30pm.</li> <li>Fast Track Cities June 22, 2018 at TDI</li> <li>BEAT AIDS Gospel Extravaganza June 23, 2018</li> <li>ESEHA June 29, 2018 at San Antonio Library</li> </ul>	
Adjournment	The meeting ended at 11:17 am	



**Agenda Coordination Form**  
**Executive Committee Meeting**  
**Thursday, July 19, 2018**

	Item #	Background	Recommended Motion	Action Taken
<b>Executive Committee</b>	1. 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 June 30, 2018.	No Motion Necessary	No action is necessary.
	2. 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. c. Discussion and appropriate action regarding the 2017-2018 Assessment of the Administrative Mechanism – Presented by Collaborative Research, LLC	Approval of the 2017-2018 Assessment of the Administrative Mechanism – Presented by Collaborative Research, LLC	No Motion Necessary	No action is necessary.
	4. Discussion and appropriate action regarding the Planning Council Draft Letter of Support for a grant application for "Texas Center for AIDS Research" to be housed at Baylor College of Medicine, UT Health Houston, and Texas Biomedical Research Institute in San Antonio.	Discussion to approve Planning Council Draft Letter of Support for a grant application for "Texas Center for AIDS Research" to be housed at Baylor College of Medicine, UT Health Houston, and Texas Biomedical Research Institute in San Antonio lead by Dr. Tom Giordano, Chief, Infectious Disease, Department of Medicine, Baylor College of Medicine. Motion: To approve the revised draft letter of support for the grant application for "Texas Center for AIDS Research"..		
<b>Comprehensive Planning / Continuum of Care Committee</b>	1. Discussion and appropriate action regarding the Integrated HIV Prevention and Care Plan.	The approved HIV Prevention and Care Plan Monitoring Tool and summary will be presented to the stakeholder workgroup that will be convened via conference call on July 31, 2018 to discuss any further questions or feedback.	No Motion Necessary	No action is necessary.
	2. Discussion and appropriate action regarding the report from the Planning Council Representatives appointed to the Quality Management Committee.	Report from the Planning Council Representatives appointed to the Quality Management Committee. QM Committee met on June 21, 2018 some highlights discussed included: <ul style="list-style-type: none"> <li>• Routine Testing – Tatiana Emanuel, PA-C, MPAS, UT Health Department of Emergency Medicine</li> <li>• Update on SPNS – Improving HIV Health Outcomes through the Coordination of Supportive Employment and Housing Services</li> <li>• HRSA – Request for Information (RFI) – Rhonda Andrew</li> <li>• Test and Treat Discussion – Mary Kay Newman</li> </ul>	No Motion Necessary	No action is necessary.
	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.  MNE Committee will follow-up with LeToya Weathingotn to determine if she is still interested in participating in the Planning Council and if not them they would work on finding her replacement.	No Motion Necessary	No action is necessary.

**Agenda Coordination Form**  
**Executive Committee Meeting**  
**Thursday, July 19, 2018**

<b>Memberships, Nominations, and Elections Committee</b>	2. Discussion and appropriate action regarding the networking and filling open Planning Council positions	<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"> <li>• Recently released from a correctional facility,</li> <li>• Youth (i.e. trans),</li> <li>• Rural area representative</li> </ul> <p>Members would contact local service providers and community partners to seek such representation.</p> <p>Members decided they needed to recruit infected:</p> <ul style="list-style-type: none"> <li>• White Consumer</li> <li>• Women</li> </ul> <p>In order to abide by HRSA guidelines the Planning Council membership should be reflective of the epidemic.</p> <p>Members are actively recruiting recently released from incarceration, rural rep, youth and women by contacting local partners. The recruitment flyer would be updated and shared with agencies and allies.</p> <p>-Members will attend Re-Entry Council meeting on August 2018.</p>	No Motion Necessary	No action is necessary.
	3. Discussion and appropriate action regarding resignations/applications/representative changes received regarding Planning Council Positions.	<p>The MNE Committee reviewed any resignations/applications received regarding Planning Council Positions.</p> <p>No items.</p>	No Motion Necessary	No action is necessary.

**Agenda Coordination Form**  
**Executive Committee Meeting**  
**Thursday, July 19, 2018**

<b>Needs Assessment Committee</b>	1. Discussion and appropriate action regarding the Viral Suppression Pamphlet and Needs Assessment for Non-Virally Suppressed PLWH.	The Needs Assessment Committee discussed the Comprehensive Needs Assessment:  The Committee continued reviewing the Comprehensive Needs Assessment Survey Instrument form 2014 to determine what questions are relevant or not to develop a draft survey. The consultant will begin the Comprehensive Needs Assessment in Fall 2018.	No Motion Necessary	No action is necessary.
<b>Fiscal Monitoring and Reallocations Committee</b>	1. Discussion and appropriate action regarding the service category expenditure reports FY 2018-2019.	The FMRA Committee did not meet on July 2018.	No Motion Necessary	No action is necessary.

# 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 July 19, 2018

### **Executive Committee**

Report from July 2018.

Please see minutes from June 21, 2018.

### **Comprehensive Planning/Continuum of Care (CPCC) Committee**

Report from July 5, 2018

The CPCC Committee met on July 5, 2018 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 approved HIV Prevention and Care Plan Monitoring Tool and summary will be presented to the stakeholder workgroup that will be convened via conference call on July 31, 2018 to discuss any further questions or feedback.

QM Committee met on June 21, 2018 some highlights discussed included:

- Routine Testing – Tatiana Emanuel, PA-C, MPAS, UT Health Department of Emergency Medicine
- Update on SPNS – Improving HIV Health Outcomes through the Coordination of Supportive Employment and Housing Services
- HRSA – Request for Information (RFI) – Rhonda Andrew
- Test and Treat Discussion – Mary Kay Newman

The CPCC Committee will meet again on August 2, 2018 at 2:30 pm at the Historical Robert B. Green Building.

### **Membership, Nominations and Elections (MNE) Committee**

Report from July 5, 2018

The MNE Committee met on July 5, 2018 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.

MNE Committee will follow-up with LeToya Weathingotn to determine if she is still interested in participating in the Planning Council and if not them they would work on finding her replacement.

-Members reviewed missing categories:

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

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

Members decided they needed to recruit PLWH:

- White Consumer
- Women

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

Members are actively recruiting recently released from incarceration, rural rep, youth and women by contacting local partners. The recruitment flyer would be updated and shared with agencies and allies.  
-Members will attend Re-Entry Council meeting on August 2018.

The MNE Committee will meet again on August 2, 2018 at 1:00 pm at the Historical Robert B. Green Building.

### **Needs Assessment (NA) Committee**

Report from July 5, 2018

The NA Committee met on July 5, 2018 at Historical Robert B. Green, to discuss Needs Assessment for Non-Virally Suppressed PLWH.

The Committee continued reviewing the Comprehensive Needs Assessment Survey Instrument form 2014 to determine what questions are relevant or not to develop a draft survey. The consultant will begin the Comprehensive Needs Assessment in Fall 2018.

The NA Committee will meet again on August 2, 2018 at 11:00 am at the Historical Robert B. Green Building.

### **Fiscal Monitoring and Reallocations (FMRA) Committee**

Report from July 5, 2018

The FMRA Committee did not meet on July 2018.

The FMRA Committee will meet again on August 2, 2018 at 4:00 pm at the Historical Robert B. Green Building.

### **The People's Caucus**

Report from June 2018

The People's Caucus met on June 27, 2018 at El Mirador and received a presentation on Truvada for PrEP: Proactive HIV Prevention with Truvada for PrEP by Amanda Miller, PA and sponsored by: Daniel Ramos, Gilead Sciences, Inc. There were a total of 40 people in attendance.

The People's Caucus will meet again July 27, 2018 at 12:00 pm at Metropolitan Community Church.