

San Antonio Area HIV Health Services Planning Council

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



NOTICE OF PUBLIC MEETING

Executive Committee
Metropolitan Community Church,
611 E Myrtle St. San Antonio, TX 78212
Thursday, July 18, 2019
11:00 am to 12:30 pm
AGENDA

I. Call to Order

Mary Helen Gloria, 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 20, 2019

VI. Recipient Report

M. Newman

VII. Committee Reports

A. Executive Committee

Mary Helen Gloria, Co-Chair

i. Report from the Executive Committee

- a. Discussion and appropriate action regarding presentation from the End Stigma End HIV Alliance on their Stigma Storytelling Project. Presentation has been allotted fifteen (15) minutes.
- b. Discussion and appropriate action regarding the Planning Council's monthly expenditure report.
- c. Discussion and appropriate action regarding the requested Planning Council HRSA Technical Assistance
- d. Discussion and appropriate action regarding the Sponsorship Application received
- e. Discussion and appropriate action regarding the report from the Planning Council Representatives appointed to the HIV/Syphilis Testing Taskforce.

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 Planning Council Committee Overview
 - b. Discussion and appropriate action regarding the Integrated HIV Prevention and Care Plan Monitoring Tool.
 - c. Discussion and appropriate action regarding the report from the Planning Council Representatives appointed to the Clinical Quality Management (CQM) Committee

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) 358-3215 or by calling Texas Relay at 7-1-1 for assistance.

C. Membership, Nominations and Elections

Carlos Carmona, Chair

- i. Discussion and appropriate action regarding the Membership, Nominations and Elections report.
 - a. Discussion and appropriate action regarding the Planning Council Committee Overview
 - b. Discussion and appropriate action regarding Attendance Compliance, as stated in Section 5.4 of the Planning Council Bylaws.
 - c. Discussion and appropriate action regarding the networking and filling open Planning Council positions.
 - d. Discussion and appropriate action regarding resignations/applications/representative changes received regarding Planning Council Positions.

D. Needs Assessment

Glenda Small, Chair

- i. Discussion and appropriate action regarding the Needs Assessment report.
 - a. Discussion and appropriate action regarding the Planning Council Committee Overview
 - b. Discussion and appropriate action regarding the Comprehensive Needs Assessment Report:

E. Fiscal Monitoring and Reallocations

Frederic Courtois, Chair

- i. Discussion and appropriate action regarding the Fiscal Monitoring and Reallocations report.
 - a. Discussion and appropriate action regarding the Planning Council Committee Overview
 - b. Discussion and appropriate action regarding the service expenditure report for FY 19-20.
 - c. Discussion and appropriate action regarding the Unduplicated Client and Units of Services Report FY 19-20

F. People's Caucus

Glenda Small, Co-Chair

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

VII. 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 25, 2019 at 12:30pm located at Metropolitan Community Church, 611 E Myrtle St, San Antonio, TX, 78212

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

XI. Scheduling of Next Meeting: August 15, 2019

XII. Announcements

XIII. Adjournment

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) 358-3215 or by calling Texas Relay at 7-1-1 for assistance.

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) 358-3215 or by calling Texas Relay at 7-1-1 for assistance.



THE SAN ANTONIO AREA HIV HEALTH SERVICES PLANNING COUNCIL

Corporate Square
4801 NW Loop 410, 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.

EXECUTIVE COMMITTEE MINUTES

11:00 am – 12:30 am, Thursday, June 20, 2019

**Meeting Locations: Metropolitan Community Church,
611 E Myrtle St., San Antonio, TX 78212**

MEMBERS PRESENT	MEMBERS ABSENT	OTHERS PRESENT
C. Carmona		
F. Courtois		
E. Flores		STAFF PRESENT
M. Gloria		<i>Ryan White Grantee / Administrative Agent Staff</i>
C. Nelson		A. Johnson L. Meraz M. Newman
G. Small		<i>Planning Council Staff</i>
Call to order	E. Flores, called the meeting to order at 11:04 am	
Approval of the Agenda	The agenda was approved as presented.	
Approval of the Minutes from May 20, 2019	The minutes were approved as amended.	
Collaborative Research (CR) Update – Jeff Daniel	<ul style="list-style-type: none"> Mr. Daniel apologized for behavior at February 2019 Executive Committee Meeting CR has been working with the SATGA for 16 years and want to continue to maintain a good working relationship with the SA Planning Council F. Courtois stated that the letter was intended to keep it respectful; all organizations have issues and the letter provided a formal venue and we do our best to meet our obligations. E. Flores stated that the letter was not meant as an attack on J. Daniel as a person or his company but meant to address behavior. He was surprised by what transpired and is ready to move forward. He wishes to continue to provide services to the community as we have in the past. He wants to provide a good example to new members and prepare them in carrying the PC in the future. G. Small state that at the meeting the PC was being told what to do; the overall feeling was they were told how to vote and what to motion. She thanked CR and Jeff for all they have done for the PC and the community. M. Gloria believes the letter was taken personal on both sides and that was not the intention. L. Meraz thanks the PC and CR for having a professional and open dialogue. Mr. Daniel is transitioning from working hands-on with Planning Council's to more of an advocate role for jurisdictions; due to this Thomas Schucker, Michael Koran, Deryk Jackson will be working with the SA Planning Council in the future. Thanked the PC. 	
Grantee Report – presented by M. Newman	<ul style="list-style-type: none"> The National Latino HIV and Hepatitis C Conference was held in San Antonio on May 17 – 19, 2019. Sessions that the Ryan White staff attended included: Implementing Latinx HIV Positive MSM Support Groups; PC Language: Its More Than "Saying the Right Thing"; Aging and HIV: Emerging Issues in Research, Treatment, and Care; Addiction Medicine and Substance Use Disorders; Ending the Epidemics: Social Policies needed to address HCV in the 2030 HIV Plan; PrEP by Mens Health Foundation; Addressing the Latinx Crisis among Latinx MSM and Trans Women: A National Movement The TDSHS led 2019 Case Management Institute was held on May 28 – 31, 2019 with the Program Planner for Part A/B and the Program Manager for Part D participating. Agenda items included Case Management 101; Difference between job duties and job titles; Peer Engagement Strategies & Creating Spaces for People of Color; HIV Navigation in Non-Urban Areas; HIV Navigation Panel; Case Management Documentation & Monitoring Performance Measure 	

	<p>Review; and ECHO network and Texas MCM ECHO Launch</p> <ul style="list-style-type: none"> • The HIV/Syphilis Testing Taskforce was held on May 1, 2019 with 23 attendees. A presentation on Ryan White 101 was given with data specifics and the dynamics of the Federally funded programs: Ryan White Parts A, B, C, D, and F. • The bi-weekly End Stigma, End HIV Alliance (ESEHA) meeting was held on May 10, 2019 with Ryan White staff present. Topics discussed were event See One Help One update, Conference updates; CDC National HIV Prevention Conference; Texas Public Health Association; Youth Listening Tour 2.0; and future initiatives. • A community-wide meeting titled “Shortening the Line” was held on May 21, 2019 with attendance by the Ryan White Parts A, B, and F members. This community forum was held to intentionally bring together leadership and community from across governmental, nonprofit, and faith-based entities in the on-going process of partnering, networking, and discovery necessary to elicit collaboration. • Ryan White Staff (part A, B, and D) attended the pre-conference Quality Management Institute for the 2019 National Latino HIV/Hep C Conference on May 16, 2019. Agenda topics included Exploring Data Types and Users; Quality Improvement Lifecycle and Tools; Data Collected by Providers, HRSA-HAB, and others; and a Mock walkthrough of how to use data called “An Interactive Journey Along the Quality Improvement Lifecycle.”
--	--

COMMITTEE REPORTS

EXECUTIVE COMMITTEE		
CHAIR: ENRIQUE FLORES & MARY HELEN GLORIA		
ITEM	MOTION/DISCUSSION	ACTION TAKEN
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, 2019.	No action was taken.
Discussion and appropriate action regarding Collaborative Research FY 19-20 Scope of Work (SoW)	Discussed, reviewed, and finalized of Collaborative Research (CR) Scope of Work (SoW) for FY 19-20	Motion: Technical Assistance Component be removed from the Scope of Work since HRSA will be providing TA for the PC this year and add to the Needs Assessment Component that the NA Committee will review NA Method prior to beginning work on this year's NA (C. Carmona, F. Courtois) (6) Six in Favor (0) Zero abstentions (0) Opposed **Motion carried
Discussion and appropriate action regarding the Sponsorship Application received	Discussed and reviewed of submitted Sponsorship Application	Motion: Sponsorship Application approved (C. Nelson, M. Gloria) (6) Six in Favor (0) Zero abstentions (0) Opposed **Motion carried
Discussion and appropriate action regarding the vacant Needs Assessment Committee Chair	Discussed Vacant Needs Assessment Committee Chair	PC Co-Charis appointed Glenda Small as the new Needs Assessment Chair per PC Bylaws
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 action was taken.
COMPREHENSIVE PLANNING / CONTINUUM OF CARE COMMITTEE (CPCC)		
CHAIR: CYNTHIA NELSON		
ITEM	MOTION/DISCUSSION	ACTION TAKEN
Discussion and appropriate action regarding the Integrated HIV Prevention and Care Plan.	Discussion and review of final proposed survey tool Motion: Request Quarterly Updates on Peer Program and	Moved to Planning Council for final approval

	Motion: Revise Monitoring Tool Survey as per attached PDF “Monitoring Worksheet 2018 – Edits”	
Discussion and appropriate action regarding the report from the Planning Council Representatives appointed to the Quality Management Committee.	CQM will meet June 18, 2019; notes are attached for the April 29, 2019	No action was taken.
Discussion and appropriate action regarding the proposed Standards of Care.	Not Applicable - no revisions to review	No action was taken.
MEMBERSHIP, NOMINATIONS AND ELECTIONS COMMITTEE (MNE)	CHAIR: CARLOS CARMONA	
ITEM	MOTION/DISCUSSION	ACTION TAKEN
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	No action was taken.
Discussion and appropriate action regarding the networking and filling open Planning Council positions	Discussion and review of filling current PC vacancies	No action was taken.
Discussion and appropriate action regarding resignations / applications / representative changes received regarding Planning Council Positions.	Not Applicable - none received.	No action was taken.
FISCAL MONITORING AND REALLOCATIONS COMMITTEE (FMRA)	CHAIR: FREDERIC COURTOIS	
ITEM	MOTION/DISCUSSION	ACTION TAKEN
Discussion and appropriate action regarding the service category expenditure reports FY 19-20.	<p>The FMRA Committee reviewed the service category expenditure reports for FY 2019-2020</p> <p>Committee requested the following formatting items for the report:</p> <ol style="list-style-type: none"> 1. Add header to the reports the include the FY and the begin and end dates 2. Add a legend at the bottom regarding colors, etc. 3. Changed the title of “Substance Abuse Services” to “Substance Use Services” due to stigma 	No action was taken.
Discussion and appropriate action regarding the Unduplicated Client (UDC) and Units of Services (UOS) Report FY 19-20	<p>The FMRA Committee reviewed the Unduplicated Client and Units of Services Report FY 2019-2020</p> <p>Committee requested the following formatting items for the report:</p> <ol style="list-style-type: none"> 1. Add header to the reports the include the FY and the begin and end dates 2. Add a legend at the bottom regarding colors, etc. 3. Changed the title of “Substance Abuse Services” to “Substance Use Services” due to stigma 4. Add the monthly expenditures report to the bottom of the report to allow for comparisons 	No action was taken.
Discussion and appropriate action regarding the restructuring of FMRA Committee.	<p>The FMRA Committee reviewed restructuring FMRA Committee.</p> <p>The Committee reported that materials presented by the AA are allowing the</p>	No action was taken.

	<p>committee to be informed, see trends, and understand monthly expenditures and usages by Ryan White PLWH.</p> <p>The Committee requested information regarding Health Insurance; Mary Kay, Assistant Director, informed the Committee that Rhonda, Program Planner, is finishing a comparison report for the AA and that as soon as it is final we will share the report with the Committee.</p>	
NEEDS ASSESSMENT COMMITTEE (NA)	CHAIR: VACANT	
ITEM	MOTION/DISCUSSION	ACTION TAKEN
<p>Discussion and appropriate action regarding the Comprehensive Needs Assessment</p>	<p>Discussion and appropriate action regarding the Comprehensive Needs Assessment:</p> <ul style="list-style-type: none"> • Comprehensive Needs Assessment Report: Out of Care, In Care and Newly Diagnosed • Proposed Action Plan and Recommendations <p>Total PLWH:</p> <ul style="list-style-type: none"> • Newly diagnosed – 382 • In Care – 1021 • Out of Care – between 700-1300 <p>Total surveys needed to make data statistically significant:</p> <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) <p>Total Surveys received:</p> <ul style="list-style-type: none"> • Newly diagnosed – 33 • In Care – 195 • Out of Care – 28 <p>Out-of-Care is not statistically significant and the committee 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 	<p>Moved to Planning Council for final approval</p>

	<ul style="list-style-type: none"> • 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>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</p> <p>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 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)</p>	
--	---	--

	(7) Seven in Favor (1) One abstentions (E. Lutz) (0) Opposed **Motion carried	
PEOPLE'S CAUCUS	CO-CHAIRS: GLENDA SMALL & CARLOS CARMONA	
ITEM	MOTION/DISCUSSION	ACTION TAKEN
Presentation: HIV Medication Importance & Update Presented by: Dr. Schrader Sponsored by: Janssen Presentation: Community Input Presented by: R. Andrew, AA Planner	The People's Caucus received a presentation on HIV Medication Importance and Update Presented by: Dr. Schrader Sponsored by: Janssen Presentation: Community Input Presented by: R. Andrew, AA Planner	No action was taken.

Public Comment	None
Set Planning Council Agenda for	The Planning Council agenda for June 27, 2019 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 18, 2019 at 11:00 am.
Announcements	<ul style="list-style-type: none"> • Local AETC Training June 26-28 • Texacanas will be doing their final fundraiser for SAAF • Bank of America/Texacanas sponsoring SAAF PRIDE float
Adjournment	The meeting ended at 12:50 pm

HIV/Syphilis Testing Taskforce Meeting Minutes for June 5, 2019

MINUTES
HIV/Syphilis Task Force Meeting
Wednesday, June 5, 2019
9:00 am – 11:00am (Living Church)

Those in attendance:

AGENCY	REPRESENTATIVE	TOTAL IN ATTENDANCE:
AARC	Marissa Espinosa, Jeremy Lozano, Theresa Cantu	3
BEAT AIDS	Joe Chavarria, Sylvia De Los Santos	2
CASA	Morgan Bradbury	1
Center for Health	Veronica De Hoyos	1
Domesticas Unidas	Irasema Cavazos	1
Metro Health	Miriam Gutierrez, Junda Woo, Kevin Penrod	3
SAAF	Maria Gutierrez, Devyn Ybarra	2
SPC Health Services	Therma Jean Jones	1
Synchronicity Counseling	Adam Saucedo	1
UHS FFACTS Clinic	Yvonne Venegas	1
UHS Ryan White	Yvonne Robles, Rhonda Andrew, Jacundo Ramos	3
UHS Texas Wears Condoms	Adrienne Henze, Jemima Thomas	2
UT Health	Tammy Harris	1
Total:		22

- 1) Minutes and Highlights from May 1, 2019
 - Minutes from May 1, 2019 reviewed.
 - Correction requested to change HIV 101 to Ryan White 101.
 - Correction to drop "s" from Rhonda Andrew.
 - Minutes accepted amongst Task Force.
 - Introduction of meeting attendees.
- 2) #IKNOWMYSTATUSSA Campaign
 - Tested more than 4000.
 - Need to request a presentation from Metro Health Epidemiology group.
 - SAAF won campaign for most tested.
- 3) Child Advocates of San Antonio
 - Leticia Hernandez presented on campaign and informed members on the need for new advocates.
 - June 18, 2019 Orientation Training.
- 4) Gender Identity
 - Presentation by Adam Saucedo from Synchronicity Counseling.
- 5) Announcements
 - Metro Health – Free birth control for women 18 years old and older. SA POPS Project.
 - Monthly Health Talks, "He Said, She Said." Food, honest conversations and real advice about sexual health.
 - Trans Power Summit – July 27, 2019 at 3:00 p.m. – 7:00 p.m. – Esperanza Peace and Justice Center.
 - Son Tus Niños Tambien – Trans Kids Back to School – August 10, 2019 from 5:00 p.m. – 8:00 p.m. at 922 San Pedro Avenue, San Antonio, Texas, 78212 – Free Event.
 - Binders for Brother's SA – Binder Program email address is bindersforbrothersSA@gmail.com
- 6) Adjournment
 - Meeting adjourned at 11:00 a.m.

Agenda Coordination Form
Executive Committee Meeting
Thursday, July 18, 2019

	Item #	Background	Recommended Motion	Action Taken
Executive Committee	Discussion and appropriate action regarding presentation from the End Stigma End HIV Alliance on their Stigma Storytelling Project. Presentation has been allotted fifteen (15) minutes	The Executive Committee will review and discuss appropriate action regarding the presentation received from ESEHA.		
	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, 2019.	No Motion Necessary	No action is necessary.
	Discussion and appropriate action regarding the requested Planning Council HRSA Technical Assistance	Planning Council Support Staff will update the committee regarding the requested Planning Council Technical Assistance from HRSA		
	Discussion and appropriate action regarding the Sponsorship Application received	The Executive Committee will review and discuss appropriate action regarding the submitted Sponsorship Application	Review and approve/deny Sponsorship Application	
	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.
Comprehensive Planning / Continuum of Care Committee	Discussion and appropriate action regarding the Planning Council Committee Overview	The CPCC Committee reviewed and discussed the Planning Council Committee Overview	No Motion Necessary	No action is necessary.
	Discussion and appropriate action regarding the Integrated HIV Prevention and Care Plan Monitoring Tool.	The CPCC Committee reviewed and discussed the final survey tool for the Integrated HIV Prevention and Care Plan.	Move motion to Planning Council for final approval Motion: Revise Final Survey Tool per PDF "RedCap: Community Activities Log" attached	
	Discussion and appropriate action regarding the report from the Planning Council Representatives appointed to the Clinical Quality Management (CQM) Committee	Report from the Planning Council Representatives appointed to the CQM Committee. CQM Committee met on June 18, 2019; minutes attached. Committee will meet on July 30, 2019.	No Motion Necessary	No action is necessary.
Memberships, Nominations, and Elections Committee	Discussion and appropriate action regarding the Planning Council Committee Overview	The MNE Committee will review and discuss the Planning Council Committee Overview	No Motion Necessary	No action is necessary.
	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.	No Motion Necessary	No action is necessary.
	Discussion and appropriate action regarding the networking and filling open Planning Council positions	The MNE Committee will review and discuss vacancies of the categories required by Ryan White Legislation	No Motion Necessary	No action is necessary.
	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.	Move motion to Planning Council for final approval Motion: To accept the resignation of L. Hester	

Agenda Coordination Form
Executive Committee Meeting
Thursday, July 18, 2019

Needs Assessment Committee	Discussion and appropriate action regarding the Planning Council Committee Overview	The NA Committee will review and discuss the Planning Council Committee Overview.	No Motion Necessary	No action is necessary.
	Discussion and appropriate action regarding the Comprehensive Needs Assessment.	Discussion and appropriate action regarding the FY 18-19 Comprehensive Needs Assessment	<p>Move motion to Planning Council for final approval</p> <p>Motion: Finalize the FY 18-19 Comprehensive Needs Assessment with the recommendations from last Committee Meeting</p> <p>Motion: Committee to create an ongoing NA survey separate from yearly assessments for all demographics 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.</p>	
Fiscal Monitoring and Reallocations Committee	Discussion and appropriate action regarding the Planning Council Committee Overview	The FMRA Committee will review and discuss the Planning Council Committee Overview.	No Motion Necessary	No action is necessary.
	Discussion and appropriate action regarding the Planning Council Committee Overview	The FMRA Committee will review the service category expenditure reports for FY 2019-2020.	No Motion Necessary	No action is necessary.
	Discussion and appropriate action regarding the service category expenditure reports FY 2019-2020.	The FMRA Committee will review the Unduplicated Client and Units of Services Report FY 2019-2020	No Motion Necessary	No action is necessary.