

# San Antonio Area HIV Health Services Planning Council

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## Planning Council Minutes from May 28, 2009

**Members Present:** R. Davidson, M. Durham, E. French, D. Garriott, D. Graney, R. Herrera, M. Hinson, J. Jackson, B. Kalusevic, L. Montalvo, J. Nieto, J. Ortega, A. Price, F. Rosas, G. Salinas-Garcia, G. Small, A. Smith, K. Sullivan, R. Stewart, C. Whitehead

**Members Absent:** R. Lachel, G. Puente, R. Recio

**Guests Present:** A. Sanchez, L. Castro, S. Valentin, L. Bustamante, C. Novak

### **Call to Order**

Rhonda Stewart called the meeting to order.

### **Welcome and Introductions**

Members and guests of the Planning Council introduced themselves.

### **Reading of the Mission Statement**

Boyan Kalusevic read the San Antonio Area HIV Health Services Planning Council's mission statement.

### **Public Comment**

There was no public comment.

### **Approval of the Agenda**

Candice Valenta's name should be removed from the agenda under the Grantee Report.

The agenda was approved with changes.

### **Approval of Minutes from March 25, 2009**

The number of people opposed and abstained should be reflected in the minutes, not names of individuals. The only exception will be a roll call vote.

The minutes were approved with changes.

### **Grantee Report**

Aurora Sanchez, presented the report to the Council.

Ms. Sanchez stated that the AA anticipates bringing service provider contracts before Commissioners Court on June 19, 2009.

Ms. Sanchez stated that at the next Executive Committee meeting, the AA will give a presentation on the roles and responsibilities of Grantee Staff and Support Staff. Additionally, the AA will present staff assignments to committees.

The Planning Council's RFQ for the Assessment of the Administrative Mechanism came back and there was only one proposal for both assessments. The Provado Group was awarded both of the Assessments.

## **Planning Council Support Staff Report**

Laura Castro, Planning Council Liaison, presented the Planning Council Support Staff Report. Ms. Castro thanked the members of the Council for attending the trainings over the past few months. All attendees were given certificates for their attendance.

Ms. Castro stated that the Conflict of Interest forms must be completed for all members. She requested that all members complete the COI.

The Support Staff will provide New Member Orientation for new members and any other members who would like to get a refresher course. The orientation will be held at the Vista Verde Plaza late June 2009.

## **Service Priority Setting and Allocations**

### **Discussion and appropriate action on the Service Allocations and Evaluations report.**

Richard Davidson reported on the activities of the SPSA Committee.

### **Discussion and appropriate action on the determination of the FY 2010 Ryan White Part A service category priorities.**

Richard Davidson stated that the SPSA Committee received a data presentation for the Part A service category priorities.

**Motion:** Boyan Kalusevic moved to approve the FY 2010 Ryan White Part A service category priorities. The motion was seconded by Karen Sullivan. There was no further discussion. The motion carried.

### **Discussion and appropriate action on the determination of the FY 2010 Ryan White Part A service category allocations.**

Richard Davidson stated that the SPSA Committee has included justifications. If funding were decreased, the SPSA has recommended the Planning Council's three-tier program.

**Motion:** Johnny Jackson moved to accept the FY 2010 Ryan White Part A service category allocations. The motion was seconded by John Ortega. There was no further discussion. There were fourteen (14) votes in favor, zero (0) opposed and four (4) abstentions. The motion carried.

## **Executive Committee**

### **Discussion and appropriate action on the Executive Committee report.**

Doug Garriott reported on the activities of the Executive Committee.

### **Discussion and appropriate action on the Planning Council's budget for the 2009-2010 grant year.**

Doug Garriott announced that the budget includes funds for a Planning Council website. Salary and fringe benefits for Planning Council support staff was moved to the Planning Council's budget.

**Motion:** Doug Garriott moved to approve the Planning Council's budget for the 2009-2010 grant year. The motion was seconded by Dan Graney. There was no further discussion. There were seventeen (17) votes in favor, one (1) opposed and zero (0) abstentions. The motion carried.

## **Membership, Nominations and Elections**

### **Discussion and appropriate action on the Membership, Nominations, and Elections Committee report.**

Johnny Jackson reported on the activities of the MNE Committee.

### **Discussion and appropriate action on the nomination application for the San Antonio Area HIV Health Services Planning Council.**

The MNE Committee revised the nomination application to reflect the changes to the Bylaws.

**Motion:** Karen Sullivan moved to approve the nomination application for the San Antonio Area HIV Health Services Planning Council. The motion was seconded by Emily French. There was no further discussion. There were eighteen (18) votes in favor, zero (0) opposed and zero (0) abstentions. The motion carried.

The Council requested that the support staff provide copies of the new application for all members to complete for the sole purpose of records.

## **Comprehensive Planning/Continuum of Care**

### **Discussion and appropriate action on the Comprehensive Planning/Continuum of Care report.**

Dan Graney reported on the activities of the CPCC Committee.

### **Discussion and appropriate action on outstanding issues related to the 2009 San Antonio TGA's Standards of Care.**

Dan Graney stated that the AA staff located contradictions in the Standards of Care, specifically in the EIS Standard.

**Motion:** Johnny Jackson moved to approve the revised 2009 San Antonio TGA's Standards of Care. The motion was seconded by Aimee Smith. There were seventeen (17) votes in favor, zero (0) opposed and one (1) abstention. The motion carried.

### **Discussion and appropriate action regarding the 2009-2011 Comprehensive Plan Implementation Matrix.**

Dan Graney presented the Comprehensive Plan Implementation Matrix, which rewords the goals and objectives, making them reader friendly.

## **People's Caucus**

### **Discussion and appropriate action on the People's Caucus report.**

Johnny Jackson reported on the activities of the People's Caucus.

### **Discussion and appropriate action on the approval of funds for the People's Caucus participation in PrideFest 2009.**

The Council discussed the ratification of the approval of funds.

**Motion:** Dan Graney moved to approve that ratification of the funds for the People's Caucus participation in PrideFest 2009. The motion was seconded by Aimee Smith. There was no further discussion. There were eighteen (18) votes in favor, zero (0) opposed and zero (0) abstentions. The motion carried.

**Discussion and appropriate action on the approval of funds from the Planning Council budget to supply refreshments at the June 5, 2009 meeting.**

**Motion:** Karen Sullivan moved to approve the use of Planning Council budget funds to supply refreshments at the June 5, 2009 meeting. The motion was seconded by John Ortega. Ms. Sullivan friendly amended the motion include the approval of monthly expenditures for the People’s Caucus not to exceed \$500.00. There were eighteen (18) votes in favor, zero (0) opposed and zero (0) abstentions. The motion carried.

**Needs Assessment**

**Discussion and appropriate action on the Needs Assessment report.**

Doug Garriott reported on the activities of the Needs Assessment Committee.

**Public Comment**

There was no public comment.

**Scheduling of the Next Meeting**

The next meeting will be July 23, 2009 at 2:30 p.m. The meeting will take place at Vista Verde Plaza.

**Announcements**

Doris Neal is very ill and Jimmy Heisman passed away. There will be a service for Jimmy Heisman at the MCC.

On June 3<sup>rd</sup>, there will be a World AIDS Day meeting at 2:30 p.m.

SAAF lost five of its residents. On July 27<sup>th</sup>, there will be a Consumer Advisory Training from 11:00-1:30 p.m. at the MCC.

**Adjournment**

The meeting was adjourned without objection.

Submitted by:

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AA Planning Representative

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Date

Certified by:

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Committee Chair

\_\_\_\_\_  
Date

Approved by:

\_\_\_\_\_  
Committee Chair

\_\_\_\_\_  
Date