

# San Antonio Area HIV Health Services Planning Council

Department of Community Investment, 233 N. Pecos, Ste. 590, San Antonio, TX 78207 (210) 335-7056 FAX (210)335-6755



## Executive Committee Minutes from June 19, 2009

**Members Present:** D. Garriott, D. Graney, J. Jackson, R. Recio, R. Stewart, R. Dougherty

**Members Absent:** R. Davidson

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

### **Call to Order**

Roland Recio called the meeting to order.

### **Welcome and Introductions**

Members and guests of the Committee introduced themselves.

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

Robert Dougherty read the Mission Statement.

### **Public Comment**

There was no Public Comment.

### **Approval of the Agenda**

The Committee recommended that item # 2&3 be removed from the agenda.

The agenda was approved with amendment.

### **Approval of Minutes from May 20, 2009.**

Dan Graney should be listed under members absent.

The Minutes from May 20, 2009 were approved without objections.

### **Grantee Report**

Aurora Sanchez presented the Grantee Report.

Ms. Sanchez stated that the AA will provide the Council with Ryan White Staff Assignments. She stated that the AA has been working with the consultant, Provado Group who was awarded the Administrative Mechanism.

The AA hired a new Quality Management Specialist, Beth Parsh.

### **Committee Reports Executive Committee**

**Discussion and appropriate action regarding the creation of an ad hoc committee to review suggestions regarding initial concepts for the Resource Guide, as well as its cover pages.**

The Committee recommended members of the Resource Guide Ad Hoc Committee.

Members include:

- Dan Graney
- Rhonda Stewart
- Johnny Jackson
- Doug Garriott
- Robert Dougherty

**Discussion and appropriate action regarding the 2007-2008 and 2008-2009 Assessments of the Administrative Mechanism.**

Chris Wilkie and Bill Stringer of Provado The Group, the consultant for the Assessments of the Administrative Mechanism, provided the committee via teleconference with a review of the Mechanisms.

Provado sent ACOG, Bexar and the Planning Council a formal request for information.

The consultant discussed the timeline with the Committee. The consultant drafted three surveys (provider, AA, and PC) and submitted them for the first round of review. Implementation of the three surveys is scheduled for Monday, June 22, 2009.

**Motion:** Dan Graney moved to recommend the approval of the three surveys. The motion was seconded by Johnny Jackson. There was no further discussion. There were five (5) votes in favor, zero (0) opposed and zero (0) abstentions. The motion carried.

The consultant discussed items that are needed for the completion of the Assessments of the Administrative Mechanism. The committee provided guidance in locating Planning Council members and AA employees who participated in the 2006-2007 & 2007-2008 grant years.

**Motion:** Doug Garriott moved to recommend the approval of face to face interviews for the Assessments of the Administrative Mechanism. The motion was seconded by Johnny Jackson. There was no further discussion. There were five (5) votes in favor, zero (0) opposed and zero (0) abstentions. The motion carried.

**Service Priority Setting and Allocations**

**Discussion and appropriate action on the allocation and distribution of unobligated funds, and/or reallocation of funds from the FY 2008-2009 MAI grant.**

The Committee discussed the allocation and distribution of funds in the 2008-2009 MAI grant. The SPSA Committee voted to recommend the reallocation of funds to Case Management (non-medical) and Mental Health Services.

**Comprehensive Planning/Continuum of Care**

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

The CPCC Committee did not meet for the month of June 2009.

**Membership, Nominations and Elections**

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

The MNE Committee did not meet for the month of June 2009.

**People's Caucus**

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

Robert Dougherty and Johnny Jackson presented the People's Caucus report. At their last meeting, the People's Caucus discussed the need to have evening meetings in conjunction with daytime meetings in the same month.

**Needs Assessment**

**Discussion and appropriate action on the Needs Assessment Committee Report.**

The NA Committee did not meet for the month of June 2009.

**Set Planning Council Agenda**

The Planning Council Agenda was set according to the recommendations of the Executive Committee.

**Review Planning Council Related Grievances (if necessary)**

There were no Planning Council related grievances.

**Scheduling of Next Meeting**

The next meeting will be July 15, 2009 at 10:00 a.m. which will take place at Vista Verde Plaza.

**Announcements**

There were no announcements.

**Adjournment**

The meeting was adjourned without objection.

Submitted by:

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AA Planning Representative

Date

Certified by:

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Committee Chair

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Date

Approved by:

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Committee Chair

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Date