

San Antonio Area HIV Health Services Planning Council

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



COMMITTEE MINUTES

Ad-Hoc Website Committee

Thursday, November 5, 2020

ZOOM Teleconferencing

<https://us02web.zoom.us/j/84869410897?pwd=MTh0cTBSR3lyS1ISRWVpKzZ2Wki5UT09>

1:00 p.m. – 2:30 p.m.

MEMBERS PRESENT		OTHERS PRESENT	
CHAIR – Greg Casillas ☎		Daniel Truesdale - CR	
Enrique Flores - AB	Wayne Wientjes ☎		
Santiago Serrato ☎	Oscar Sanchez ☎		
		STAFF PRESENT	
		<i>Ryan White Grantee / Administrative Agent Staff</i>	
			Mary Kay Mitchell ☎
		<i>Planning Council Support Staff</i>	
		T. Rodriguez-Schucker ☎	D. Jackson ☎
Call to order		Greg Casillas, Committee Co-Chair, called the meeting to order at 1:07 pm	
Approval of the Minutes from 10/1/2020		Wayne Wientjes made a motion to approve minutes from the 10/1/2020 meeting. Santiago Serrato seconded the motion. A vote occurred. The motion passed by unanimous vote. For: Wayne Wientjes, Santiago Serrato, Oscar Sanchez, Carlos Carmona Against: ---none--- Abstain: Greg Casillas	
NEW BUSINESS ITEMS			
ITEM A.	DISCUSSION/MOTION		ACTION
Discussion regarding website development and hosting.	<p>Greg Casillas introduced Daniel Truesdale from Collaborative Research to discuss the updates and changes that have been made to the website. Daniel reminded people to please refresh the webpage and the updates should be made that were presented to by the committee.</p> <p>Daniel announced that the FAQ pages, Membership page, and Recipient pages have been updated. They also updated the banners and coordinated efforts of the Recipient to introduce How Low Can You Go, Part D program</p>		<p>Recommendation from Committee to the Executive Committee is to consider requesting Collaborative Research to include website hosting and design in the 2021/22 scope of work to include upto 30 hours a month of updates and redesign.</p>

	<p>and other San Antonio initiatives like the Twitter feed.</p> <p>The committee discussed the possibility for the website to continue Planning Council support, Collaborative Research to take over the hosting and maintenance of the website.</p> <p>Mary Kay discussed how the Planning Council scope of work could be updated to have Collaborative Research maintain the site.</p> <p>Greg Casillas discussed what information the Planning Council would update on the site and how the Recipient would utilize the website tabs relevant to their work.</p> <p>Greg Casillas asked how to move forward with website updates and how the format would be going forward. Thomas suggested that the Ad-Hoc Committee remain active for another year to held guide updates and content going forward. It is suggested that 15-30 hours a month be dedicated to the updates and customization to fit the need of the Planning Council.</p> <p>Santiago Serrato asked if pictures of Planning Council members could be used on the website instead of stock photos. Daniel of CR responded that the images are stock photos because they are easier to use. The committee could eventually utilize some photos for website production but that would need to be discussed going forward at the recommendation of the committee.</p>	
--	---	--

Public Comment – NONE	
Scheduling of Next Meeting	December 3, 2020
Adjournment	2:12 pm