

# 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



## Notice of Public Meeting

Ad-Hoc Website Committee

Thursday, December 3, 2020

ZOOM Teleconferencing

<https://us02web.zoom.us/j/87448737807?pwd=S1FWeXM2VEQ3b1RHcDYzRGk3cFpOUT09>

1:00 p.m. – 2:30 p.m.

- I. **Call to Order, Ad-Hoc Website Chair Greg Casillas**
- II. **Welcome and Introductions**
- III. **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.
- IV. **Approval of the Agenda**  
*(For Possible Action) The Chair may entertain a motion for possible action*
- V. **Approval of the November 5, 2020 Minutes**  
*(For Possible Action) The Chair may entertain a motion for possible action*
- VI. **New Business Items:**
  - a. **Item:** Discussion regarding website development and hosting  
*(For Possible Action) The Chair may entertain a motion for possible action.*
- 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.*

**For meeting information, please call, San Antonio Planning Council Support (888) 658.2224**

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.

## VIII. Next Meeting:

December 3, 2020	10:00 a.m.	Needs Assessment & CPCC	Zoom Teleconferencing
December 3, 2020	1:00 p.m.	Ad-Hoc Website Committee	Zoom Teleconferencing
December 17, 2020	10:00 a.m.	Executive Committee & FMRA	Zoom Teleconferencing
December 17, 2020	12:30 p.m.	Planning Council	Zoom Teleconferencing
January 7, 2021	9:00 a.m.	Needs Assessment & CPCC	Zoom Teleconferencing
January 7, 2021	11:00 a.m.	MNE Committee	Zoom Teleconferencing
January 21, 2021	10:00 a.m.	Executive Committee & FMRA	Zoom Teleconferencing
January 21, 2021	12:30 p.m.	Planning Council	Zoom Teleconferencing
January 26, 2021	TBD	People's Caucus	
February 4, 2021	9:00 a.m.	Needs Assessment & CPCC	Zoom Teleconferencing
February 4, 2021	11:00 a.m.	MNE Committee	Zoom Teleconferencing
February 18, 2021	10:00 a.m.	Executive Committee & FMRA	Zoom Teleconferencing
February 18, 2021	12:30 p.m.	Planning Council	Zoom Teleconferencing
Tuesday February 23, 2021	TBD	People's Caucus	

## IX. Announcements

## X. Adjournment

### Video/Telecommunication Conference Information:

Join Zoom Meeting:

<https://us02web.zoom.us/j/87448737807?pwd=S1FWeXM2VEQ3b1RHcDYzRGk3cFpOUT09>

Join Via Phone: 929-205-6099 Meeting ID: 874 4873 7807 Password: 824149

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## 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 ☎
<b>Call to order</b>		Greg Casillas, Committee Co-Chair, called the meeting to order at 1:07 pm	
<b>Approval of the Minutes from 10/1/2020</b>		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
<b>Discussion regarding website development and hosting.</b>	<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>	
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Public Comment – NONE	
Scheduling of Next Meeting	December 3, 2020
Adjournment	2:12 pm