**State Preventive Health Advisory Committee (SPHAC)**

**MEETING MINUTES**

**December 9, 2021**

**9:30 a.m.**

**Meeting Site:**

Texas Health and Human Services Commission

John H. Winters Building

Public Hearing Room 125, First Floor

701 West 51st Street

Austin, Texas 78751

This meeting is a webcast. Members of the public may attend the meeting in person at the address above or access a live stream of the meeting at <https://texashhsmeetings.org/HHSWebcast>, and select the tab for the Winters Public Hearing Room Live on December 9, 2021, at 9:30a.m. Please email Webcasting@hhsc.state.tx.us if you have any problems with the webcasting function.

This meeting is also conducted via videoconference call in accordance with the requirements of Section 551.127, Government Code. The member of the Committee presiding over the meeting is physically present at the location specified above.

Table 1: State Preventive Health Advisory Committee (SPHAC) member attendance at the December 9, 2021 meeting.

|  |  |  |
| --- | --- | --- |
| Member Name | Organization | In Attendance? |
| Dr. John Hellerstedt | Texas Department of State Health Services-State Health Officer | No |
| April Brantley | Texas Department of State Health Services-PHHSBG Coordinator | Yes |
| Dr. John Herbold | UTHealth School of Public Health–San Antonio Campus | Yes |
| Dr. Carlos Plasencia | Texas Department of State Health Services-Regional Medical Director | Yes |
| Dr. Kimberley Kelly | The Vocational Nursing Institute, Inc. in Houston, Texas | Yes |
| Ms. Sheila Davis | Always Best Care Senior Services | Yes |
| Ms. Felicia Shaw | Parallon/HCA Hospitals in Texas | Yes |

Attendance Indicated as: YES, NO

Ms. Sallie F Allen, Facilitator/Project Manager II of the Advisory Committee Coordination Office HHSC Office of Policy and Rules Program, and instructed the webcast team, to take the State Preventive Health and Health Services Block Grant Public Hearing live at 9:39 a.m. Ms. Allen turned the meeting over to Ms. April Brantley, Preventive Health and Health Services Block Grant Coordinator and Co-Chair of the State Preventive Health Advisory Committee for opening remarks.

 **Agenda Item 1: Welcome, Roll Call, Introductions and, Opening Remarks**

Ms. Brantley called the meeting to order at 9:40 a.m. and welcomed everyone, thanking them for their attendance. Ms. Brantley acknowledged Ms. Sallie Allen from the Advisory Committee Coordination Office at HHSC and requested that she provide logistics and conduct roll call.

Ms. Allen provided logistical announcements and conducted a roll call; members provided brief introductions. Ms. Allen confirmed that a quorum was present and explained that the meeting was conducted in compliance with the Texas Open Meetings Act and open to the public. She verified that members of the public were notified in the public posted agenda that if they would like to provide written public comment, to email their written testimony no later than 5:00 p.m., December 7, 2021. Members of the public were also given the option to register to provide oral public comment. Ms. Allen indicated written public comment was not received for this day’s meeting, nor were any registrations for oral public comment received.

Additional participants were in attendance who facilitated the agenda items, provided audio-visual support, took meeting minutes and acted as subject matter experts for questions or discussions related to the objectives and activities.

Table 2: List of additional attendees at the December 9, 2021 meeting.

|  |  |  |
| --- | --- | --- |
| Name | Organization | Roles |
| Sallie Allen | Texas Health and Human Services Commission | Facilitator |
| Cassandra Marx | Texas Health and Human Services Commission | Facilitator |
| Susanna Sparkman | Texas Health and Human Services Commission | Facilitator |
| John Chacon | Texas Department of State Health Services | Facilitator |
| Patti Cloe | Texas Department of State Health Services | Meeting Minutes |

**Agenda Item 2:** **Consideration of the June 23, 2021, Draft Meeting Minutes**

Ms. Allen asked for approval of the State Preventive Health Advisory Committee’s draft meeting minutes for June 23, 2021.

**MOTION:** Ms. Sheila Davis motioned to approve the June 23, 2021 draft meeting minutes as presented in the meeting.

Dr. Carlos Plasencia mentioned an email sent to the committee earlier in the morning from Dr. John Herbold requesting a correction to his academic affiliation as stated in the June 23, 2021 draft meeting minutes. Ms. Brantley acknowledged the request and confirmed the minutes would be amended to reflect the change.

**MOTION:** With the correction noted, Ms. Allen then asked Ms. Shaw if she would like to withdraw her original motion and amend it to accept the minutes with the correction reference for Dr. Herbold. Ms. Shaw moved to reaffirm the motion to approve the June 23, 2021 draft meeting minutes with the correction noted.

Dr. Carlos Plasencia seconded the motion. Ms. Allen conducted a roll call vote to approve the June 23, 2021 draft meeting minutes with the edits presented, and the motion carried with six approvals and no nays or abstentions.

**Agenda Item 3: Acknowledgement of Receipt of Notice of Grant Award (NOGA) for the Fiscal Year 2021**

Ms. Allen turned the floor back to Ms. Brantley, who thanked and recognized the State Preventive Health Advisory Committee whose work and participation during the meetings last June were fundamental in achieving the grant’s requirements, allowing DSHS to continue to receive these vital funds.

Ms. Brantley then provided the following Notice of Grant Award details:

* Timeline beginning with the committee’s review of the work plan in June of 2021 to August 26, 2021, when CDC issued the Notice of Award.
* Details of the Notice of Grant Award:
	+ Covers the budget period of 10/01/2020–09/30/2022
	+ The total amount awarded - $6,237,926
	+ Program Area Allocation
		- Rape Response and Prevention - $562,234 – representing 10% of program funding
		- Local Health Entities - $2,873,468 – representing 51% of program funding
		- Community and Clinical Preventive Services – Tobacco Cessation - $366,071 – representing 6% of program funding
		- Community and Clinical Preventive Services – Preventive Healthcare - $436,493 representing 8% of program funding
		- Community and Clinical Preventive Services – Information Technology - $430,140 – representing 8% of program funding
		- Texas Health Communities - $998,089 – representing 17% of program funding
	+ Summary of Funding Allocation by Health People 2030 Priorities
		- Public Health Infrastructure - $4,301,697 – 76%
		- Injury and Violence Prevention - $562,234 – 10%
		- Access to Health Services - $436,493 – 8%
		- Tobacco Use - $366,071

**Agenda Item 4: Timeline - Closeout of Fiscal Year 2020 Grant, Fiscal Year 2021 Annual Report, and Fiscal Year 2022 Application**

Ms. Brantley provided the following timeline:

* Fiscal Year 2020 Grant Closeout
	+ Project Period – 10/01/2019-09/30/2021
	+ Annual Progress Report - submitted March 10, 2021.
	+ Final closeout documents - due December 30, 2021. Ms. Brantley noted that the draft closeout report with updates to objectives' status is being reviewed internally and will be submitted to CDC by its due date.
* Fiscal Year 2021 Annual Report
	+ Project Period - 10/01/2020-09/30/2022
	+ Annual Progress Report - due to the CDC on February 1, 2021
		- Ms. Brantley stated that as part of the Annual Progress Report, we are required to submit success stories, and those will be shared with the committee at the next advisory committee meeting.
* Fiscal Year 2022 Application
	+ Project Period – 10/01/2021-09/30/2023
	+ Fiscal Year 2022 – to be developed throughout the spring and summer and discussed during the next advisory committee meeting.
	+ Application and work plan documents - due on July 1, 2022.

Ms. Brantley provided the following tentative SPHAC Meeting schedule:

* April 21, 2022 – 1st Meeting
* May 19, 2022 – 2nd Meeting
* May 26, 2022 – Public Hearing

**Agenda Item 5: Questions and Answers, Conclusions, Adjourn**

Ms. Brantley opened the floor for questions regarding any items discussed thus far and there were no questions from those in attendance. John Chacon of the production team confirmed there were no members of the public present in the gallery to provide public testimony.

Ms. Brantley thanked all those present for their participation and reminded everyone of the tentative meeting dates provided earlier, and that placeholders for calendars would be sent out as reminders for the meetings.

There being no further items to present to the committee, Ms. Brantley adjourned the meeting at 10:00 a.m.

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Below is the link to December 9, 2021, State Preventive Health Advisory Committee meeting archived video. To view and listen to the entirety of the meeting, click on this link: <https://texashhsc.new.swagit.com/videos/151583>

The video will be archived on the HHS web page for two years and is accessible via this link. Video recordings are listed by name and date.

<https://hhs.texas.gov/about-hhs/communications-events/live-archived-meetings>