MINUTES
ASH Redesign Campus Planning-Partnerships Work Group
Monday, May 4, 2020 • 2:00-3:00pm • Conference Call

Agenda
1) Welcome
2) Finalize RFI Sections
   a. Objective
   b. Grey Boxes
3) Discuss RFI Sections
   a. Requirements
   b. Vendor Responses
4) Close

Attendees:
Francela Brazil Williams, Darrin Acker, Octavio Martinez, Greg Hansch, Karen Ranus, Brandy Hart

Minutes
Welcome
Chair welcomed the group and took roll call. She reviewed the agenda for this meeting. She asked the group if there were any updates – the group did not have any.

Finalize RFI Sections
Objective – Chair asked if there were any comments or updates for the Objective section. A member asked if there would be land space in addition to office spaces and suggested there be an addition for specific outdoor space use.

Grey Boxes - The group also requested some verbiage be updated to include innovative features and uses for space.

Discuss RFI Sections
Requirements – Chair asked the group to review the wording and details included in this section to ensure it encapsulates everything HHSC is looking for. A member suggested some updated verbiage to expand requirements for evidence-based practices. A member requested details on the ASH and SASH mission and how that would factor into the requirements. Chair will get additional information to provide to the group. A member asked if there was another work group for SASH, Chair stated they did not currently have one but will request additional resources who can provide feedback. The group discussed the desire to create continuity without being limited by specific wording.

Vendor Responses – Chair asked the group to review the Vendor Response section, with the intention of providing more clarity. The group provided feedback on suggested additions or clarifications to the section. A member asked if community integration would be essential to
identifying and approving potential partners and if there should be proof of integration. The group agreed there should be some question regarding an organization’s history, specifically regarding community interaction. A member asked if there was an organization that would be automatically excluded or would not qualify. Chair will follow up with HHSC. The group also discussed the desire to ensure any potential partner is in good standing and accredited (if applicable). A member suggested requesting recommendations or letters of support, and the group agreed that would be a reasonable request.

Close
Chair thanked the group and provided the suggested agenda for the June meeting. A member asked if the group would be updated for potential changes from the SASH group.

Action Items:
1. A member will send notes and updated RFI with comments and track changes.
2. Chair will touch base with HHSC for answers to the group’s questions.
3. Chair will provide an update to the group on the SASH campus needs.