

Ryan White Part A, Part B and State Services
FY 2017 How to Best Meet the Need (HTBMN) Workgroup Schedule

Training on the Documents Used in the HTBMN Process:
1:30 p.m. ~ Thursday, April 14, 2016 ~ Room 532

**Information & workgroup packets will be available at the training and online
at www.rwpcHouston.org on the calendar for each date below**
(packets are in pdf format and are posted as they become available).

Packets can also be obtained from the Office of Support and at each workgroup:
2223 W. Loop South, Suite 240, Houston, TX 77027; or call 713 572-3724.

Workgroup #1 includes the service categories:

- ✂ Ambulatory/Outpatient Medical Care
(including Local Pharmacy Assistance,
Medical Case Management and Service
Linkage) – Adult and Rural
- ✂ **Ambulatory/Outpatient Medical Care
(including Medical Case Management and
Service Linkage) – Pediatric**
- ✂ **Clinical Case Management**
- ✂ Non-Medical Case Management
(Service Linkage at Testing Sites)
- ✂ Vision Care

**Tuesday, April 26, 2016 - 10:30 a.m.
2223 West Loop South, Room 532**

Workgroup #2 includes the service categories:

- ✂ Health Insurance Premium & Co-pay
Assistance
- ✂ Home & Community-based Health Services
(Adult Day Treatment)[‡]
- ✂ Hospice
- ✂ Linguistic Services[‡]
- ✂ **Medical Nutritional Therapy
(including Nutritional Supplements)**
- ✂ Mental Health (Professional Counseling)[‡]
- ✂ **Oral Health – Rural & Untargeted[‡]**
- ✂ Substance Abuse Treatment/Counseling

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Workgroup #3 includes the service categories:

- ✂ Early Intervention Services (Incarcerated)[‡]
- ✂ Legal Assistance
- ✂ Transportation
(Van-based – untargeted and rural)

**Wednesday, April 27, 2016 - 3:00 p.m.
2223 West Loop South, Room 416**

Workgroup #4 includes the service categories:

- ✂ Blue Book

**Tuesday, May 17, 2016 - 11:00 a.m.
2223 West Loop South, Room 240**

Part A categories in **BOLD** print are due to be RFP'd.

[‡] Service Category for Part B/State Services only.

Timeline of Critical 2017 Ryan White Planning Council Activities

Routinely, the Steering Committee meets monthly at 12 noon on the first Thursday of the month. The Council meets monthly at 12 noon on the second Thursday of the month.

March	The Office of Support notifies the public regarding the Subcategory Allocation Review process. EIIHA Workgroup meeting.
Thurs. March 17	11:00 a.m. Quality Improvement (QI), Priority & Allocations (P&A) and Affected Community Committees meet to determine the criteria used to select the FY 2017 service categories for Part A, Part B and State Services funding.
Tues. March 22	12 noon. Consumer Training on the How to Best Meet the Need (HTBMN) process.
Wed. April 6	Project LEAP classes begin.
April	Conduct the Year 4 evaluation of the Comprehensive HIV Plan.
Thurs. April 14	1:30 – 4 pm. Council and Community Training for the HTBMN process. Community members and the QI, P&A and Affected Community Committees are encouraged to attend.
April 19	Workgroups for Proposed Ideas including ideas on retention in care and retaining young MSM of color in care.
Tues. April 26	10:30 am and 1:30 pm. HTBMN Workgroups #1 and #2
Wed. April 27	3 pm. HTBMN Workgroup #3
Thurs. April 28	11:00 am. P&A meets to allocate Pt A unspent funds.
Fri. May 6	5 p.m. Deadline to submit Idea Forms. Contact the Office of Support at 713 572-3724 to request the required forms.
Tues. May 17	11:00 am. HTBMN Workgroup for the Blue Book. Operations reviews the FY 2016 Council Support budget.
Thurs. May 19	11 a.m. QI meets to approve the FY 2017 HTBMN results and review subcategory allocation requests. Draft copies are forwarded to P&A.
Tues. May 24	7 p.m., Public Hearing on the FY 2017 HTBMN results.
Thurs. May 26	9:00 a.m. Special QI meeting to review public comments regarding the FY 2017 HTBMN results.
Thurs. May 28	11:00 am. P&A meets to recommend the FY 2017 service priorities for RW Pt A/B and State Services funds.
Thurs. June 9	12 noon. Council approves the FY 2017 HTBMN results. Project LEAP presents their needs assessment to the Council. (meeting will be off site)
June 9 - 15	Meeting times TBA. Special P&A meetings to draft the FY 2017 allocations for RW Pt A/B and State Services funds.
Thurs. June 16	11:00 am. QI reviews the results of the assessment of the administrative mechanism.
Wed. June 22	11:00 pm. P&A meets to approve the FY 2017 allocations for RW Pt A/B and State Services funds.
Mon. June 27	7 p.m. Public Hearing on the FY 2016 service priorities and allocations.
Tues. June 28	11:00 am. Special meeting of P&A to review public comments on the FY 2017 service priorities and allocations.
July/Aug.	Workgroup meets to complete the proposed FY 2017 EIIHA Plan.
Thurs. July 2	12 noon. Steering approves the FY 2017 service priorities and allocations.
Thurs. July 9	12 noon. Council approves the FY 2017 service priorities and allocations.
Thurs. July 28	11:00 am. If necessary, P&A meets to address problems Council sends back regarding the FY 2017 priorities and allocations. They also allocate FY 2016 unspent funds.
Thurs. Aug. 6	ALL ITEMS MUST BE REVIEWED BEFORE BEING SENT TO COUNCIL – THIS STEERING COMMITTEE MEETING IS THE LAST CHANCE TO APPROVE ANYTHING NEEDED FOR THE FY 2017 GRANT.
Tues. Aug. 23	12 noon. Consumer Training on Standards of Care and Performance Measures.
Fri. Sept. 2	5 p.m. Deadline for submitting Idea Forms to the Office of Support.
Thurs. Sept. 15	11:00 a.m. Joint meeting of all committees to review data reports and suggest changes.
Tues. Sept. 20	12 noon. Consumer-only workgroup to review Standards of Care and Performance Measures.
Tues. Oct. 18	11:00 am. Review and possibly update the Memorandum of Understanding between all Part A stakeholders.
Oct or Nov	Community workgroup to review FY 2017 Standards of Care and Performance Measures for all services.
Thurs. Oct. 27	11:00 am. P&A meets to allocate FY 2016 unspent and/or FY 2015 carryover funds.
Nov/Dec/Jan.	Review the 2016 Project LEAP evaluation. HTBMN Workgroup for 2017 Project LEAP.
November	The Resource Group determines if changes need to be made to the RW Pt B/State Services Letter of Agreement.
Thurs. Nov. 10	12 noon. Council recognition of external committee members.
Tues. Nov. 15	9:30 a.m. Commissioners Court to receive the World AIDS Day Resolution.
December	Conduct the Outcome Evaluation of the Comprehensive Plan.
Tues. Dec. 1	World AIDS Day.
Thurs. Dec. 10	12 noon Council meeting to elect the 2017 Council officers.