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Houston Area HIV Services Ryan White Planning Council

Timeline of Critical 2025 Council Activities

(Revised 01-30-25)

A square around an item indicates an item of particular importance or something out of the ordinary regarding the date, time or meeting location. **The following meetings are subject to change. Please check our website at <http://rwpchouston.org> or call the Office of Support at: 832 927-7926 to confirm details regarding a particular meeting.**

General Information: The following is a list of significant activities regarding the 2025 Houston Ryan White Planning Council. People living with HIV, providers and members of the public are encouraged to attend and provide public comment at any of the meetings described below. For more information on Planning Council processes or to review monthly calendars and/or meeting packets, please contact the Office of Support at 832 927-7926 or visit our website at: <http://rwpchouston.org>.

All Ryan White Council and Committee meetings will use a hybrid format in 2025. Routinely, the Ryan White 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.

Thurs. Jan. 23	Council Orientation. 2025 Committee meeting dates will be established at this meeting.
February	EHE/Integrated Planning body Committees and Workgroups start meeting. Contact the Office of Support to become a member of these groups.
Thurs. Feb. 6	12 noon. First Steering Committee meeting for the 2025 planning year.
Thurs. Feb.13	12 noon. First Council meeting for the 2025 planning year.
Tues. Feb. 11	5:00 pm. Deadline for submitting Proposed Idea Forms to the Office of Support. The Council is currently funding 18 of the 28 allowable HRSA service categories. The Idea Form is used to ask the Council to make a change to a funded service or reconsider a service that is not currently funded in the Greater Houston area with Ryan White funds. The form requires documentation that justifies why a service should be funded and why it is not a duplication of a service already offered through another funding source. Anyone can submit an Idea Form. Contact the Office of Support to request the forms.
Feb. TBD	10 am, Orientation for new 2025 Affiliate Committee Members.
Thurs. Feb. 27	12 noon. Priority & Allocations Committee (P&A) meets to approve the policy on allocating FY 2025 unspent funds, FY 2026 priority setting process and more.
March	Integrated Planning body Committees and Workgroups meet to continue working on goals. Committees and Workgroups will meet every other month (May, July, September, November). The Leadership Team will meet in alternative months (April, June, August, October, December). Contact the Office of Support to become a member of these groups.
March dates TBD	EIHA Workgroup and the Project LEAP/Proyecto VIDA Advisory Committee meet.
Tues. March 18	Joint meeting of the Quality Improvement (QI), P&A and Affected Community Committees to determine the criteria to be used to select the FY 2026 service categories for Part A, Part B, MAI* and State Services funding.
Tues. March 25	Consumer Training on the <i>How to Best Meet the Need</i> process.
Thurs. April 3	12 noon. Steering Committee meets.
Thurs. April 10	12 noon. Planning Council meets. 1:30 – 4:30 pm. Council and Community Training for the <i>How to Best Meet the Need</i> process. Those encouraged to attend are community members as well as individuals from the QI, P&A and Affected Community Committees. Call or check the website for additional information.
Fri. April 11	5:00 pm. Deadline to submit Proposed Idea Forms to the Office of Support. (See Feb 11 for a description of this process.) Contact the Office of Support to request a copy of the required forms.

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How to Best Meet the Need workgroups are scheduled to meet. Call or check the website for workgroup schedule and meeting packets.

Mon. April 14	1:00 pm – 5:00 pm, Special workgroup meetings. Topics to be announced.
Tues. April 15	10:30 am. How To Best Meet the Need Workgroup #1 at which the following services for FY 2026 will be reviewed: Ambulatory/Outpatient Medical Care (including Emergency Financial Assistance – Pharmacy Assistance, Local Pharmacy Assistance, Medical Case Management, Outreach, and Service Linkage – Adult and Rural); Referral for Health Care and Support Services – ADAP Enrollment Workers; Clinical Case Management; Non-Medical Case Management (Service Linkage at Testing Sites); Vision Care
Tues. April 15	1:30 pm. How To Best Meet the Need Workgroup #2 at which the following services for FY 2026 will be reviewed: Health Insurance Premium & Co-pay Assistance; Medical Nutritional Therapy (including Nutritional Supplements); Food Bank/Home Delivered Meals; Mental Health – Untargeted & Special Populations; Substance Use Disorder Treatment/Counseling; Non-Medical Case Management (Substance Use Disorders); Oral Health – Untargeted & Rural.
Weds. April 16	2:00 pm. How To Best Meet the Need Workgroup #3 at which the following services for FY 2026 will be reviewed: Emergency Financial Assistance - Other; Hospice; Housing – Temporary Assisted Living; Linguistic Services; Other Professional Services or Legal Services; Transportation (van-based - Untargeted & Rural).
Thurs. April 24	12 noon. P&A Committee meets to allocate Part A/MAI* unspent funds .
Tues. May 13	QI Committee meets to approve the FY 2026 How to Best Meet the Need results and review subcategory allocation requests . Draft copies are forwarded to the P&A Committee.
Mon. May 19	How to Best Meet the Need Workgroup meets for recommendations on the Blue Book . The Operations Committee reviews the FY 2026 Council Support Budget.
TENT: Tues. May 20	7:00 pm., Public Hearing on the FY 2026 How To Best Meet the Need results .
Weds. May 21	2:00 pm, Special QI Committee meeting to review public comments regarding FY 2026 How To Best Meet the Need results .
Thurs. May 22	12 noon. P&A meets to recommend the FY 2026 service priorities for Ryan White Parts A and B and State Services funding.
JUNE OR JULY	QI Committee reviews the results of the Assessment of the Administrative Mechanism and hosts Standards of Care training.
Thurs. June 5	12 noon. Steering Committee meets to approve the FY 2026 How to Best Meet the Need results .
Thurs. June 12	12 noon. Council approves the FY 2026 How to Best Meet the Need results .
June 16, 17 & 18	Time TBD. Special P&A Committee meetings to draft the FY 2026 allocations for RW Part A and B, MAI* and State Services funding .
Thurs. June 26	12 noon. P&A Committee meets to approve the FY 2026 allocations for RW Part A and B, MAI* and State Services funding .
July/Aug.	Workgroup meets to complete the proposed FY 2026 EIIHA Plan .
Fri. July 11	5:00 p.m. Deadline for submitting a Project LEAP application form. See July 31 for description of Project LEAP. Call or go to the website to apply.

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Thurs. July 24	12 noon. P&A Committee meets to allocate FY 2025 carryover funds. (<u>Allocate even though dollar amount will not be available until Aug.</u>)
Mon. July 28	7 pm. Public Hearing on the FY 2026 service priorities and allocations.
Tues. July 29	Time TBD. Special meeting of the P&A Committee to review public comments regarding the FY 2026 service priorities and allocations.
TENT: July 30	Project LEAP classes begin. Project LEAP is a free 17-week training course for individuals living with or affected by HIV to gain the knowledge and skills they need to help plan HIV prevention and care services in the Houston Area. Call or go to the website to apply.
Thurs. Aug. 7	12 noon. 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 2026 GRANT . (Mail out date for the August Steering Committee meeting is July 31, 2025.)
Thurs. Aug 14	12 noon. Council approves the FY 2026 service priorities and allocations.
Tues. Aug. 26	Consumer Training on Standards of Care and Performance Measures.
Fri. Sept. 5	5:00 pm. Deadline to submit Proposed Idea Forms to the Office of Support. (See Feb 11 for a description of this process.) Call the Office of Support to request the required forms.
Tues. Sept. 23	12 noon. Consumer-Only Workgroup meeting to review FY 2025 Standards of Care.
Mon. Oct. 20	1:00 pm. Operations Committee reviews the Memorandum of Understanding between all Part A stakeholders & the Letter of Agreement between Part B stakeholders.
October or November	Date & time TBD. Community Workgroup meeting to review FY 2026 Standards of Care for all service categories.
Thurs. Oct. 23	12 noon. P&A Committee meets to allocate FY 2025 unspent funds.
Thurs. Nov. 13	12 noon. Council recognizes all Affiliate Committee Members.
Thurs. Nov. 20	10:00 am. Commissioners Court to receive the World AIDS Day Resolution.
Mon. Dec. 1	World AIDS Day.
Thurs. Dec. 11	12 noon. Election of Officers for the 2026 Ryan White Planning Council.

* = *Minority AIDS Initiative (MAI) funding*