

**Houston Area HIV Services Ryan White Planning Council**  
**Office of Support**  
2223 West Loop South, Suite 240, Houston, Texas 77027  
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[www.rwpchouston.org](http://www.rwpchouston.org)

## Memorandum

To: Members, Comprehensive HIV Planning Committee

Josh Mica, Co-Chair	Paul Richards
Steven Vargas, Co-Chair	Faye Robinson
Titan Capri, Vice Chair	Imran Shaikh
Johanna Castillo	Robert Sliepka
Dawn Jenkins	<i>Ashley Barnes</i>
Cecilia Ligons	<i>Dominique Brewster</i>
Rodney Mills, Mentor	<i>Bianca Burley</i>
Matilda Padilla	<i>Lisa Felix</i>
Shital Patel	<i>Allen Murray</i>

Copy: Tori Williams David Babb – email only  
Mackenzie Hudson Janice Burns – email only  
Yvette Garvin Ann Robison – email only  
Marlene McNeese Gretchen Hollingsworth – email only  
Sha'Terra Johnson Algernon Moorhead  
Mauricia Chatman Oscar Perez  
Diane Beck Miyase Koksal-Ayhan

From: Mackenzie A. Hudson, Health Planner, Office of Support

Date: Monday, September 26, 2022

Re: **Comprehensive HIV Planning Committee Meeting**

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Please note that there will be a special meeting of the Comprehensive HIV Planning Committee so that Mackenzie can provide an update on the data that has been collected, review the goals and action steps that have been developed, and vote on recommending a letter of concurrence from the Planning Council. Please attend if at all possible. Meeting details are as follows:

### **Comprehensive HIV Planning Committee Meeting**

**NOTE UNUSUAL DATE AND TIME: 4:00 pm, Monday, October 3, 2022**

Join Zoom Meeting by clicking on this link:  
<https://us02web.zoom.us/j/89330219598?pwd=RW9wKzFCWHl6SzRRNG12VndnR2lYUT09>  
Meeting ID: 893 3021 9598  
Passcode: 253271  
Or, call 346 248-7799

Please contact Rod to RSVP, even if you cannot attend. Rod can be reached by telephone at: 832 927-7926 or by email at: [Rodriga.Avila@cjo.hctx.net](mailto:Rodriga.Avila@cjo.hctx.net).

Thank you!

**Houston Area HIV Services Ryan White Planning Council**

**Comprehensive HIV Planning Committee**

4:00 p.m., Monday, October 3, 2022

Join Zoom Meeting by clicking on this link:

<https://us02web.zoom.us/j/89330219598?pwd=RW9wKzFCWHI6SzRRNG12VndnR21YUT09>

Meeting ID: 893 3021 9598

Passcode: 253271

To join via telephone call: (346) 248-7799

**AGENDA**

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I. Call to Order

A. Welcome

Josh Mica and

B. Moment of Reflection

Steven Vargas, Co-Chairs

C. Adoption of the Agenda

D. Approval of the Minutes

E. Update on SCSN plan

Steven Vargas and

Mackenzie Hudson

II. Public Comment and Announcements

(NOTE: If you wish to speak during the Public Comment portion of the meeting, please sign up on the clipboard at the front of the room. No one is required to give his or her name or HIV status. All meetings are audio taped by the Office of Support for use in creating the meeting minutes. The audiotape and the minutes are public record. If you state your name or HIV status it will be on public record. If you would like your health status known, but do not wish to state your name, you can simply say: "I am a person living with HIV", before stating your opinion. If you represent an organization, please state that you are representing an agency and give the name of the organization.

III. 2022 Houston Area Integrated HIV Prevention and Care Plan

Tori Williams and

A. Timeline for Submitting the Plan

Mackenzie Hudson,

B. Presentation on Data, Strategies and More

RW Office of Support

C. Recommendation regarding a Letter of Concurrence

IV. Announcements

V. Adjourn

Optional: Meet with Rodney Mills, Committee Mentor

## Houston Area HIV Services Ryan White Planning Council

Comprehensive HIV Planning Committee  
2:00 p.m., Thursday, July 14, 2022  
Meeting Location: Zoom teleconference

### Minutes

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<u>MEMBERS PRESENT</u>	<u>MEMBERS ABSENT</u>	<u>OTHERS PRESENT</u>
Josh Mica, Co-Chair	Ashley Barnes	Crystal Starr, RWPC Chair
Titan Capri	Bianca Burley	Ivy Ortega
Evelio Escamilla	Johanna Castillo, excused	Tony Crawford, RWPC
Dawn Jenkins	Allen Murray	Denis Kelly, RWPC
Rodney Mills	Matilda Padilla	Tom Lindstrom, RWPC
Robert Sliepka	Shital Patel, excused	Sha'Terra Johnson, TRG
Dominique Brewster	Paul Richards, excused	Mauricia Chatman, RWGA
Lisa Felix	Faye Robinson	Tori Williams, Office of Support
	Imran Shaikh, excused	Mackenzie Hudson, Office of Support
	Steven Vargas, excused	Diane Beck, Office of Support
		Rod Avila, Office of Support

**Call to Order:** Josh Mica, Co-Chair, called the meeting to order at 2:13 p.m. and asked for a moment of reflection.

**Adoption of Agenda: Motion #1:** *it was moved and seconded (Sliepka, Escamilla) to adopt the agenda. Motion carried.*

**Approval of the Minutes: Motion #2:** *it was moved and seconded (Mills, Capri) to approve the May 12, 2022 minutes. Motion carried.* Abstentions: Brewster, Escamilla, Jenkins.

**Public Comment and Announcements:** None.

**2022 Integrated HIV Prevention and Care Plan:** Hudson presented the attached *Community Data Presentation*.

**Announcements:** None.

**Adjournment: Motion:** *it was moved and seconded (Capri, Sliepka) to adjourn the meeting at 3:33 p.m. Motion Carried.*

Submitted by:

Approved by:

\_\_\_\_\_  
Tori Williams, Office of Support      Date

\_\_\_\_\_  
Chair of Committee      Date

**JA = Just arrived at meeting**  
**R = Left room temporarily**  
**M = Left the meeting**  
**C = Chaired the meeting**

**2022 Voting Record for Meeting Date July 14, 2022**

<b>MEMBERS</b>	<b>Motion #1: Agenda</b>				<b>Motion #2: Minutes</b>			
	<b>ABSENT</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>
Josh Mica, Co-Chair				<b>C</b>				<b>C</b>
Steven Vargas, Co-Chair	<b>X</b>				<b>X</b>			
Titan Capri		<b>X</b>				<b>X</b>		
Johanna Castillo	<b>X</b>				<b>X</b>			
Evelio Escamilla		<b>X</b>						<b>X</b>
Dawn Jenkins		<b>X</b>						<b>X</b>
Rodney Mills		<b>X</b>				<b>X</b>		
Matilda Padilla	<b>X</b>				<b>X</b>			
Shital Patel	<b>X</b>				<b>X</b>			
Paul Richards	<b>X</b>				<b>X</b>			
Faye Robinson	<b>X</b>				<b>X</b>			
Imran Shaikh	<b>X</b>				<b>X</b>			
Robert Sliepka		<b>X</b>				<b>X</b>		
Ashley Barnes	<b>X</b>				<b>X</b>			
Lisa Felix		<b>X</b>				<b>X</b>		
Dominique Brewster		<b>X</b>						<b>X</b>
Bianca Burley	<b>X</b>				<b>X</b>			
Allen Murray	<b>X</b>				<b>X</b>			

Pink highlight	= Education/Prevention Goals
Teal highlight	= HIV Care/Retain Goals
Green highlight	= Policy/ _____ Goals

## 2022 Integrated HIV Prevention and Care Planning Goals

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## **Education and Individuals – Goal #1**

**Goal:** Increase individual knowledge of HIV among populations who are especially hard to reach, which includes general and local HIV prevention and care service information.

**Key Activities:**

- (Year 1). Set up an HIV Education Advisory Board for each of five hard to reach populations. The Advisory Board will be co-chaired by three individuals, two of whom will represent the population being addressed. Populate the Board with additional individuals who represent the population being addressed and community partners who bring specific knowledge and resources to the project. Find or develop a curriculum for each of the five groups: adolescents, college students, Latina women, senior citizens and one more group to be determined (possibly cisgender women of color or people who inject drugs or use methamphetamine or crack.) Add a component to the training that includes local HIV prevention and care service information
- (Year 2) For each of the five HIV Education Advisory Boards, select an already existing group, such as a college or an agency that offers services to mono-lingual individuals. Work with this institution, organization or group to implement a pilot project. Select one professional instructor and 2 - 3 student peers to co-teach the curriculum. Through pre and post tests, measure the impact of the training on each population. Work with the institution, organization or group so that the training continues for at least three more years.
- (Year 3, 4 and 5) Revise the curriculum based on the results of trainings and select new institutions and organizations, or continue working with groups whose membership changes regularly. For each group of students, use the pre and post tests to measure the impact of the training.

**SEE NEXT PAGE FOR DETAILED ACTIVITIES FOR EACH  
HARD TO REACH POPULATION**

## Education and Individuals: Adolescents

**Goal:** Increase individual knowledge of HIV among **Adolescents**, which includes general and local HIV prevention and care service information.

**Key Activities:** Set up an HIV Education Advisory Board for an organization that manages high schools (such as AAMA Sanchez Charter Schools). Locate an already existing curriculum or, in the absence of a curriculum that meets select criteria, create an HIV prevention and care curriculum for adolescents. Ask the school to identify teachers and students who are trained to co-facilitate classes based upon the curriculum. Use pre and post tests to measure the impact of the training on the students. Adjust the curriculum when necessary and make the program available throughout the high school and to other local high schools.

**Key Partners:** The Association for the Advancement of Mexican Americans (AAMA) Sanchez Charter Schools, The Houston High School for the Performing Arts, Houston Independent School District, Covenant House, AIDS Foundation Houston, Texas Southern University Education Department, representatives of the Houston Ryan White Planning Council and the Houston Prevention Community Planning Group (CPG), Houston Health Department, Harris County Health Department and others.

and others.

**Potential Funding Resources:** Texas Southern University grant funds, Ambassadors for Christ grant funds, which have already been secured, and/or Houston Health Department funds.

**Estimated Funding Allocations:**

**Outcomes:**

**Monitoring Data Source:** Pre and Post tests with each class of students.

## Education and Individuals: College Students

**Goal:** Increase individual knowledge of HIV among **College Students**, which includes general and local HIV prevention and care service information.

**Key Activities:** Set up an HIV Education Advisory Board for a local college or university (Texas Southern University has already committed to the project). Locate an already existing curriculum or, in the absence of a curriculum that meets select criteria, create an HIV prevention and care curriculum for college students. Ask the college/university to identify 1 – 2 professors and several students who are trained co-facilitate classes based upon the curriculum. Use pre and post tests to measure the impact of the training on the students. Adjust the curriculum when necessary and make the program available throughout the college/university and to other local colleges and universities.

**Key Partners:** Texas Southern University (TSU), SHAPE Program at TSU, AIDS Foundation Houston, Ambassadors for Christ, representatives of the Houston Ryan White Planning Council and the Houston Prevention Community Planning Group (CPG), Houston Health Department, Harris County Health Department and others.

**Potential Funding Resources:** Texas Southern University grant funds and/or Ambassadors for Christ grant funds, some of which have already been secured.

**Estimated Funding Allocations:**

**Outcomes:**

**Monitoring Data Source:** Pre and Post tests with each class of students.



## Education and Individuals: Latinx Individuals

**Goal:** Increase individual knowledge of HIV among **Latinx Individuals who were born outside of the United States**. The curriculum will include general and local HIV prevention and care service information.

**Key Activities:** Set up an HIV Education Advisory Board for a local organization that serves individuals born outside of the United States (such as the Association for the Advancement of Mexican Americans, or AAMA). Locate an already existing curriculum or, in the absence of a curriculum that meets select criteria, create an HIV prevention and care curriculum for individuals who are taking classes at the organization, such as English as a First Language. Ask the organization to identify 1 – 2 instructors and several students who are trained to co-facilitate classes based upon the curriculum. Use pre and post tests to measure the impact of the training on the students. Adjust the curriculum when necessary and make the program available throughout the organization and in other organizations that serve people born outside the United States.

**Key Partners:** The Association for the Advancement of Mexican Americans (AAMA), Fundacion Latino Americana de Accion Social (FLAS), Texas Southern University, representatives of the Houston Ryan White Planning Council and the Houston Prevention Community Planning Group (CPG), Houston Health Department, Harris County Health Department and others.

**Potential Funding Resources:** Texas Southern University grant funds.

**Estimated Funding Allocations:**

**Outcomes:**

**Monitoring Data Source:**

**HIV Workforce Capacity:**

## Education and Individuals

### Senior Citizens

**Goal:** Increase individual knowledge of HIV among **Senior Citizens throughout the 10-county service area.** The curriculum will include general and local HIV prevention and care service information.

**Key Activities:** Set up an HIV Education Advisory Board for a local organization that serves senior citizens throughout the 10-county service area (such as local multi service centers and the Area Agency on Aging). Locate an already existing curriculum or, in the absence of a curriculum that meets select criteria, create an HIV prevention and care curriculum for individuals who are taking classes at the multi service centers. Ask the organization to identify 1 – 2 instructors and several students who are trained to co-facilitate classes based upon the curriculum. Use pre and post tests to measure the impact of the training on the students. Adjust the curriculum when necessary and make the program available to other organizations that serve senior citizens.

**Key Partners:** Houston Area Agency on Aging, Texas Southern University, Houston Area Multi Service Centers, Harris County Multi Service Centers, HIV and Aging Coalition, LGBTQ Aging Coalition, representatives of the Houston Ryan White Planning Council and the Houston Prevention Community Planning Group (CPG), Houston Health Department, Harris County Health Department and others.

**Potential Funding Resources:** Texas Southern University grant funds.

**Estimated Funding Allocations:**

**Outcomes:**

**Monitoring Data Source:**

**HIV Workforce Capacity:**

## **Education and Individuals – Goal #2**

### **Individuals with a History of a Sexual Offense**

**Goal:** Increase individual knowledge of HIV, including HIV prevention and care services information, among individuals with a **history of a sexual offense**.

**Key Activities:** Employ one full time person with lived experience to provide HIV education and case management services to this population. Locate an already existing curriculum or, in the absence of a curriculum that meets certain criteria, create an HIV prevention and care curriculum for individuals with a history of sexual offense. Train 2 – 3 individuals who have been released from jail or prison to work with the case manager to co-facilitate classes based upon the curriculum. Use pre and post tests to measure the impact of the training. Adjust the curriculum to improve the effectiveness of the program and make the curriculum available to other communities.

(Year 1) Request the Ryan White Planning Council to create a service definition and allocate funds for the position from Ryan White Part A, B or State Services funding. If approved, release the RFP and secure a vendor for the contract.

(Year 2) Hire and train the employee. The employee will provide the training, the pre and post tests and provide case management services to clients who are living with HIV and have a history of committing a sexual offense.

**Key Partners:** St. John’s Church Downtown, Houston District Parole Office and/or Texas Department of Criminal Justice Parole Office, Ryan White Program Part A or B

**Potential Funding Resources:** Ryan White Program Part A or B

**Estimated Funding Allocations:** \$90,000

**Outcomes:**

**Monitoring Data Source:** Pre and post test results from the students/clients.

*Education and Providers – Goal #1*

**Goals/Goal:** Educate staff at local non-Ryan White funded agencies in the basics of HIV and process for referring a client/patient to agencies in the 10-county service area for HIV prevention and care services.

The curriculum will include general and local HIV prevention and care service information.

**Key Activities:**

- (Year 1) Set up a small HIV Education Advisory Board that includes representatives from the South Central AETC Program and perhaps United Way of Greater Houston. Locate an already existing curriculum or, in the absence of a curriculum that meets select criteria, create an HIV prevention and care curriculum for individuals in non-Ryan White funded agencies who may have clients living with HIV. Follow up with at least 3 area agencies who requested HIV training for their staff during stakeholder interviews for this integrated plan: Houston Area Women’s Center, Houston Independent School District Partner Resources and Harris Center for Mental Health. Use pre and post tests to measure the impact of the training on the agency staff. Adjust the curriculum when necessary and make the training available to other non-Ryan White funded agencies throughout the 10-county service area.
- (Year 2) Conduct/implement the pilot project with at least one other mainstream mental health or substance use disorder facility to teach their healthcare workers how to refer patients to local HIV organizations.
- (Year 3) Revise the curriculum based on the results of the pilot project.

**Key Partners:** The South Central AIDS Education & Training Center (AETC); United Way of Greater Houston; Ryan White Grant Administration, The Houston Regional HIV/AIDS Resource Group and others.

**Potential Funding Resources:**

**Estimated Funding Allocations:**

**Outcomes:**

**Monitoring Data Source:**

## Care and Retention – Goal #1

**Goals/Goal:** Encourage Ryan White funded agencies to provide alternative hours, such as evening and/or Saturday hours of service.

**Key Activities:**

- Identify agencies who provide evening hours and ask about their success. Potentially include a requirement for alternative hours in Ryan White Standards of Care.

**Key Partners:** Ryan White funded primary care clinics, Health Departments working with the Rapid Start Program

**Potential Funding Resources:**

**Estimated Funding Allocations:**

**Outcomes:**

**Monitoring Data Source:**

## Care and Retention – Goal #2

**Goals/Goal:** Review data from the Ending the HIV Epidemic (EHE) program use of Lyft services and, if the data is positive, possibly extend the EHE/Lyft program to meet the needs of other HIV clients.

**PLEASE NOTE:** It appears as if RWGA may have expanded access to the EHE/Lyft transportation program recently. The problem for some agencies will be having a person available to set up the Lyft ride during alternative hours, like evenings and Saturdays

**Key Activities:**

Increase marketing for all services, including Lyft, case management, availability of phones and more. Also, develop a QR code for the Blue Book to help with the marketing.

**Key Partners:**

**Potential Funding Resources:**

**Estimated Funding Allocations:**

**Outcomes:**

**Monitoring Data Source:**

**HIV Workforce Capacity:**

## Care and Retention – Goal #3

**Goals/Goal:** In an effort to reduce high turnover among case managers, monitor Ryan White Planning Council FY 2023 efforts to increase case manager salaries with Part A funding.

- Problem: In their first 90 days, case managers must be trained. If they get good at their job, they are promoted to another job in the agency. Or, they don't remember their early training if on the job more than a year.

**Key Activities:**

See the results of RWPC efforts to increase case manager salaries. Review the results of ADAP eligibility workers.

Related Items: “Require” annual training (a webinar?) for all agency receptionists, case managers, medical assistance and others to learn about A.) All Ryan White funded services, B.) Recent changes to all services and C.) Other helpful services

- Award certificates to those who have participated in the training or viewed the webinar.
- Invite non-Ryan White funded agencies to attend Ryan White case manager trainings (the bi-monthly as well as the bi-annual trainings).
- Market services to those outside the HIV community (example: Healthcare providers in the Woodlands, Pasadena, etc.)

**Key Partners:**

**Potential Funding Resources:**

**Estimated Funding Allocations:**

**Outcomes:**

**Monitoring Data Source:**

## Care and Retention – Goal #4

**Goals/Goal:** Regarding ADAP – FIX IT!

**Key Activities:**

Take Charge Texas computer software is supposed to help, but problems with the system.

- ADAP dashboard is supposed to allow more sharing.
- “Work arounds” exist, but not everyone knows them.

Train case managers to aggressively identify clients that can enroll in ACA to get them off of ADAP.

Policy/political action required

**Key Partners:** The Strike Force, Government relations employees in Ryan White funded agencies, THMP Advisory Board members.

**Potential Funding Resources:**

**Estimated Funding Allocations:**

**Outcomes:**

**Monitoring Data Source:**

**HIV Workforce Capacity:**



## Care and Retention – Goal #5

**Goals/Goal:** Partner with more options for transportation and allow RW funded agencies to determine how they wish to use their transportation funds (bus passes, Lyft, etc.). Also, tie the distribution of prepaid cell phones for clients to pharmacies, making the phone a medical necessity (not an incentive).

**Key Activities:**

**Key Partners:**

**Potential Funding Resources:**

**Estimated Funding Allocations:**

**Outcomes:**

**Monitoring Data Source:**

**HIV Workforce Capacity:**

## **Outreach – Goal #1**

**Goals/Goal:** Create suggested guidelines for engagement with different populations of interest based on the results of focus groups and integrate into standards of care.

**Key Activities:**

Have the Council vote on integrating the guidelines for different populations into standards of care. If passed, encourage Ryan White funded agencies to follow the guidelines.

**Key Partners:** Ryan White Planning Council (Affected Community Committee); Houston Harm Reduction Coalition; and others

**Potential Funding Resources:**

**Estimated Funding Allocations:**

**Outcomes:**

**Monitoring Data Source:**

## **Outreach – Goal #2**

**Goals/Goal:** Outreach to people who use illicit drugs by collaborating with a mobile harm reduction van to provide HIV resources.

**Key Activities:**

(Year 1) Create partnerships with appropriate agencies, potentially Project INTEGRA.

(Year 2) Conduct/implement the pilot project with at least one substance use partner to increase access to HIV educational information for those lacking transportation.

(Year 3) Partner with other local substance use organizations.

**Key Partners:** Houston Community Prevention Group; Project INTEGRA; UT HEARTS – UT HIV Education, Awareness, Referral, and Treatment for Substance Use ; The Houston Harm Reduction Coalition; Project Access

**Potential Funding Resources:**

**Estimated Funding Allocations:**

**Outcomes:**

**Monitoring Data Source:**

## **Outreach – Goal #3**

**Goals/Goal:** Get more people living with HIV who are homeless into HIV care.

**Key Activities:**

Review the results of the Special Project of National Significance dedicated to working with people living with HIV who are also homeless.

**Key Partners:** Healthcare for the Homeless (both of them); Thomas Street Health Center; Pete Rodriguez

**Potential Funding Resources:**

**Estimated Funding Allocations:**

**Outcomes:**

**Monitoring Data Source:**

## **Outreach – Goal #4**

**Goals/Goal:** Improve staff interactions and communication with clients.

**Key Activities:**

Work with AIDS Education Training Center to design a training to improve staff interactions and communication with clients. Encourage Ryan White-funded agencies to have more of their support staff participate.

**Key Partners:** Ryan White Planning Council; The South Central AIDS Education and Training Center (AETC); United Way monthly provider meeting

**Potential Funding Resources:**

**Estimated Funding Allocations:**

**Outcomes:**

**Monitoring Data Source:**

## **Outreach – Goal #5**

**Goals/Goal:** Increase access to identification, particularly among those who are discharged from jail or prison, people who are experiencing homelessness, and others who are undocumented.

**Key Activities:**

1) Assess current resources 2) Provide additional resources to those currently providing the services 3) Expand capacity of current providers

**Key Partners:** Operation I.D.; Texas I.D. Connect; The Beacon

**Potential Funding Resources:**

**Estimated Funding Allocations:**

**Outcomes:**

**Monitoring Data Source:**

**Policy – Goal #1**

**Goals/Goal:** Work with partners to legalize sex in jail so that condom distribution can occur.

**Key Activities:**

**Key Partners:** Serving the Incarcerated and Recently Released; Texas Strike Force

**Potential Funding Resources:**

**Estimated Funding Allocations:**

**Outcomes:**

**Monitoring Data Source:**

**HIV Workforce Capacity:**

**Community Input:**

**Policy – Goal #2**

**Goals/Goal:** Work with partners to legalize comprehensive harm reduction policies (for example: MAT distribution, needle exchange).

**Key Activities:**

**Key Partners:** Houston Harm Reduction Coalition, UT HEARTS

**Potential Funding Resources:**

**Estimated Funding Allocations:**

**Outcomes:**

**Monitoring Data Source:**

**HIV Workforce Capacity:**

**Community Input:**