

**Houston Area HIV Services Ryan White Planning Council**  
**Office of Support**  
2223 West Loop South, Suite 240, Houston, Texas 77027  
832 927-7926 telephone; 713 572-3740 fax  
www.rwpchouston.org

**Memorandum**

To: Members, Comprehensive HIV Planning Committee  
Allen Murray, Co-Chair  
Steven Vargas, Co-Chair  
Johanna Castillo  
Kathryn Fergus  
Kenia Gallardo  
Dawn Jenkins  
Shital Patel  
Evelio Escamilla  
Paul Richards  
Ryan Rose  
Imran Shaikh  
Robert Sliepka  
Carol Suazo

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

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

Date: Thursday, May 11th, 2023

Re: **Meeting Reminder**

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Please note that there will be a virtual meeting of the Comprehensive HIV Planning Committee. Meeting details are as follows:

**Comprehensive HIV Planning Committee Meeting**  
**2:00 pm, Thursday, May 11th, 2023**

Join Zoom Meeting by clicking on this link: <a href="https://us02web.zoom.us/j/89330219598?pwd=RW9wKzFCWHI6SzRRNG12VndnR21YUT09">https://us02web.zoom.us/j/89330219598?pwd=RW9wKzFCWHI6SzRRNG12VndnR21YUT09</a> Meeting ID: 893 3021 9598 Passcode: 253271 Or, call 346 248-7799
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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**

2:00 p.m., Thursday, May 11th, 2023

Join Zoom Meeting by clicking on this link:

<https://us02web.zoom.us/j/89330219598?pwd=RW9wKzFCWHl6SzRRNG12VndnR21YUT09>

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 and Introductions

Allen Murray and

B. Moment of Reflection

Steven Vargas, Co-Chairs

C. Adoption of the Agenda

D. Approval of the Minutes

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. Old Business

A. 2023 Epidemiological Supplement and 2024 Epidemiological Profile

Mackenzie Hudson

B. Updates on 2022 Integrated Plan

a. HIV and Aging = Pillar 5

b. Pros and Cons of distributing condoms in jails and prisons

i. SIRR Meeting

IV. New Business

All

A. Structure for the Needs Assessment and Integrated Plan

a. Traffic Jam

b. Timelines colliding

c. Brainstorm – Create one structure or postpone some of the projects for the Integrated Plan

V. Announcements

Allen Murray and  
Steven Vargas, Co-Chairs

VI. Adjourn

## Houston Area HIV Services Ryan White Planning Council

Comprehensive HIV Planning Committee

2:00 p.m., Thursday, March 9, 2023

Meeting Location: St. Philip Presbyterian Church 4807 San Felipe, Houston, Texas 77056  
and Zoom teleconference

### Minutes

MEMBERS PRESENT	MEMBERS ABSENT	OTHERS PRESENT
Steven Vargas, Co-Chair	Robert Sliepka, excused	Crystal Starr, RWPC Chair
Allen Murray, Co-Chair	Ashley Barnes	Sha'Terra Johnson, TRG
Johanna Castillo	Dominique Brewster	Aryana butler, HHD
Evelio Escamilla		Austin Bonnette, HHD
Kathryn Fergus		Eliot Davis, HHD
Kenia Gallardo		Janice Lin, HHD
Dawn Jenkins		Zeldra Vawters, HHD
Shital Patel		Logane Brazile, Dallas RWPCOS
Paul Richards		Jasmine Sanders, Dallas RWPCOS
Ryan Rose		Tori Williams, Office of Support
Imran Shaikh		Mackenzie Hudson, Office of Support
Carol Suazo		Diane Beck, Office of Support
Gina German		
Mary L. Guidry		
John Heathcock		

**Call to Order:** Steven Vargas, Co-Chair, called the meeting to order at 2:10 p.m. and asked for a moment of reflection. He then asked everyone to introduce themselves.

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

**Approval of the Minutes:** **Motion #2:** *it was moved and seconded (Murray, Rose) to approve the February 9, 2023 minutes. Motion carried.* Abstentions: Escamilla, German, Guidry, Heathcock, Richards, Shaikh.

**Public Comment:** None.

**Nuts and Bolts for Committee Members:** Vargas reviewed the Nuts and Bolts for Committee Members, Petty Cash deadlines, Conflict of Interest, Open Meetings Act Training, Timeline of Critical 2021 Council Activities, Purpose of the Committee, and the Committee Meeting Schedule. **Motion #3:** *it was moved and seconded (Escamilla, Gallardo) to approve the committee goals. Motion Carried.*

**Elect a Committee Vice Chair:** Escamilla nominated Gallardo to be the committee vice chair. Gallardo accepted the nomination and was elected via acclamation.

**Active Projects**

**2022 Houston Area Integrated HIV Prevention and Care Services Plan**

Williams and Hudson presented the attached PowerPoint slides.

**Announcements:** Johnson said that tomorrow, March 10th, is National Women and Girls HIV Awareness Day.

**Adjournment:** *Motion:* *it was moved and seconded (Murray, Rose) to adjourn the meeting at 3:55 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**

**2023 Voting Record for Meeting Date March 9, 2023**

<b>MEMBERS</b>	<b>Motion #1: Agenda</b>				<b>Motion #2: Minutes</b>				<b>Motion #3: 2023 committee goals</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>	<b>ABSENT</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>
Steven Vargas, Co-Chair				C				C				C
Allen Murray, Co-Chair		X				X				X		
Johanna Castillo		X				X				X		
Evelio Escamilla		X						X		X		
Kathryn Fergus		X				X				X		
Kenia Gallardo		X				X				X		
Dawn Jenkins		X				X				X		
Shital Patel		X				X				X		
Paul Richards		X						X		X		
Ryan Rose		X				X				X		
Imran Shaikh		X						X		X		
Robert Sliepka	X				X				X			
Carol Suazo		X				X				X		
<i>Ashley Barnes</i>	X				X				X			
<i>Dominique Brewster</i>	X				X				X			
<i>Gina German</i>		X						X		X		
<i>Mary L. Guidry</i>		X						X		X		
<i>John Heathcock</i>		X						X		X		