

Houston Area HIV Services Ryan White Planning Council

Operations Committee Meeting

12 noon, June 18, 2019

Meeting Location: 2223 W. Loop South, Suite 240
Houston, Texas 77027

AGENDA

* = Handout to be distributed at the meeting

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- I. Call to Order Ronnie Galley and
Allen Murray, Co-Chairs
- A. Moment of Reflection
 - B. Adoption of the Agenda
 - C. Adoption of the Minutes
- II. Public Comments 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. If you work for an organization, but are representing yourself, please state that you are attending as an individual and not as an agency representative. Individuals can also submit written comments to a member of the staff who would be happy to read the comments on behalf of the individual at this point in the meeting. All information from the public must be provided in this portion of the meeting.)
- III. New Business
- A. 2019 Attendance Records
 - B. Survey PC members to see if they can submit task force reports for the Steering Committee
- IV. Announcements
- V. Adjourn

OPTIONAL: Members meet with Committee Mentor

Johnny Deal

Houston Area HIV Services Ryan White Planning Council**Operations Committee Meeting**

12:00 pm, Tuesday, May 14, 2019

Meeting Location: 2223 W. Loop South, Suite 240; Houston, Texas 77027

MINUTES

MEMBERS PRESENT	OTHERS PRESENT	OTHERS PRESENT
Ronnie Galley, Co-Chair	Harold Bishop	Staff
Allen Murray	Ardry Boyle Jr.	Tori Williams, Director
Angela F. Hawkins (<i>via phone</i>)	Gregory Hamilton	Rod Avila, Assistant Coordinator
Tana Pradia	Don Jamerson	
MEMBERS ABSENT	Cecilia Oshingbade	
Veronica Ardoin, excused	Lionel Pennamon	
Bobby Cruz, excused	Isis Torrente	
Johnny Deal, excused	Bruce Turner, RWPC Chair	

How To Best Meet the Need Workgroup Meeting

Call to Order: Ronnie Galley, Co-Chair, called the workgroup meeting to order at 12:17 p.m. and asked for a moment of reflection.

Public Comment: Torrente recommended updating the service name of “Day Care” to “Day Treatment”. Williams clarified that HRSA assigns the names of service definitions, which for the most part, the Council uses. Agencies can name their programs anything they wish.

2020 – 2021 Blue Book Budget

General Information: Williams explained that the first part of the meeting would be a How to Best Meet the Need Workgroup meeting to make recommendations regarding the 2020-2021 Blue Book. Then, the Operations Committee will review and vote on any recommendations coming from the workgroup, as well as take action on the FY 2020 Council Support Budget

Proposed FY 2020 Budget for the Blue Book: Williams provided an overview of the tasks necessary to publish The Blue Book every other year. Williams added that staff does not recommending reprinting the current 2018-2019 Blue Book since the guide is also distributed electronically via email and is available online. The paper copies have been requested in fewer quantities compared to previous years.

Williams also explained that staff recommends that, from here forward, rely more on electronic copies and less on hard copies since there has been a noticeable decrease in the demand for paper copies. ***Motion #1:*** *it was moved and seconded (Oshingbade, Boyle) to approve the attached FY 2020 budget for the 2020-2021 Blue Book.* **Motion carried unanimously.**

Pennamon suggested updating the Blue Book app with the current version of the Blue Book. Williams explained the person who created the app worked for another organization, incorporated the Blue Book into an app that was created for the other organization and has since moved out of the area. Therefore, it will make more sense to create an app that is controlled by the Office of Support.

Murray suggested that the Office of Support create a small handout for distribution at the Pride Festival and elsewhere. Williams showed the committee a small handout entitled *Life Just Changed* that was created by the Council several years ago for the newly diagnosed. The handout includes the name of Ryan White funded primary care sites and their telephone numbers. **Motion #2**: *it was moved and seconded (Torrente, Boyle) to update the existing handout and collaborate with the City Health Department and others to distribute it.* **Motion carried unanimously.**

The How to Best Meet the Need Workgroup adjourned at 12:46 pm.

The Operations Committee was called to order at 1:10 pm.

Adoption of the Agenda: **Motion #3**: *it was moved and seconded (Murray, Hawkins) to adopt the agenda.* **Motion carried unanimously.**

Approval of the Minutes: Before voting on this next motion, Galley asked Committee member Murray to chair the meeting. Murry agreed. **Motion #4**: *it was moved and seconded (Pradia, Hawkins) to approve the March 19, 2019 minutes.* **Motion carried unanimously.**

Galley resumed his role as Chair of the meeting.

New Business

Recommendations from the How To Best Meet the Need Workgroup

Proposed FY 2020 – 2021 Blue Book Budget: The Committee reviewed the recommendation from the How To Best Meet the Need Workgroup regarding the budget for the 2020-2021 Blue Book.

Motion #5: *it was moved and seconded (Pradia, Murray) to approve the attached FY 2020 budget for the 2020-2021 Blue Book.* **Motion carried unanimously.**

Council Support Budget

Policy for Approving the Council Support Budget: Williams reviewed the policy for approving the Council Support Budget.

Proposed FY 2020 Council Support Budget: The committee reviewed the attached, proposed FY 2020 Council Support Budget. **Motion #6**: *it was moved and seconded (Pradia, Torrente) to approve the proposed FY 2020 Council Support Budget, which includes a \$32,000 increase over the FY 2019 budget.* **Motion carried unanimously.**

Old Business

Quarterly Committee Report: Galley will complete the Quarterly Committee Report.

Announcements: Williams announced that, at the June meeting, the Committee will review the 2019 attendance and the Office of Support will provide a survey which will help the Council decide if Task Force Reports should be provided at all Steering Committee meetings.

DRAFT

Adjournment: **Motion 7#:** *it was moved and seconded (Pradia, Murray) to adjourn the meeting at 1:37 p.m.* **Motion carried unanimously.**

Submitted by:

Approved by:

Tori Williams, Director

Date

Committee Chair

Date

2019 Council Attendance
Updated 6-4-19

NUMBER OF COUNCIL MEETINGS HELD IN 2019: 3

Council Members <small>Shaded = retiring from Council on 12/31/19</small>	Number of meetings attended in 2019	Number of meetings unable to attend in 2019
Bruce Turner	3	
John Poole	2	1
Tana Pradia	2	1
Veronica Ardoin	3	
Ted Artiaga	3	
Connie L. Barnes	0	3
Rosalind Belcher	2	1
Tony Crawford	3	
Bobby Cruz	3	
Johnny Deal	3	
Ronnie Galley	3	
Ahmier Gibson	3	
Gregory Hamilton	3	
Angela F. Hawkins	3	
Allison Hesterman	3	
Dawn Jenkins	2	1
Arlene Johnson	0	3
Daphne Jones	2	1
Hoxi Jones	2	1
Mel Joseph	2	1
Denis Kelly	2	1
Peta-gay Ledbetter	1	2
Tom Lindstrom	0	3
Holly McLean	3	
Rodney Mills	2	1
Niquita Moret	2	1
Allen Murray	3	
Robert Noble	0	3
Matilda Padilla	3	
Shital Patel	1	2
Faye Robinson	2	1
Pete Rodriguez	2	1
Imran Shaikh	2	1
Gloria Sierra	1	2
Crystal Starr	3	
Carol Suazo	1	2
Isis Torrente	2	1

2019 RWPC Attendance Records
(as of 06-05-19)

a-absent, p-present, e-excused, re-resigned, shaded-do not include in count, Ssh-came but unable to stay, nm- no meeting	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec		
Veronica Ardoin		p	p	nm	nm									
Affected Community		p	p	nm	p									
Operations		e	p	nm	e									
Ted Artiaga		p	p	p	nm									
Comp HIV Plan		p	p	nm	nm									
Steering		e	e	e	nm									
Connie Barnes		e	e	e	nm									
Quality Improvement		e	e	nm										
Rosalind Belcher		p	p	p	nm									
Affected Community		a	a	nm	a									
Quality Improvement		a	a	nm										
Tony Crawford		p	p	p	nm									
Affected Community		p	p	nm	p									
Quality Improvement		p	p	nm										
Bobby Cruz		p	p	p	nm									
Operations		p	p	nm	e									
Priority & Allocations		p	nm	nm	p									
Steering		p	p	p	nm									
Johnny Deal		p	p	p	nm									
Affected					p									
Operations		e	p	nm	e									
Ronnie Galley		p	p	p	nm									
Affected Community		p	p	nm	p									
Operations		p	p	nm	p									
Quality Improvement		p	p	nm										
Steering		p	p	p	nm									
Ahmier Gibson		p	p	p	nm									
Quality Improvement		e	p	nm										
Gregory Hamilton		p	p	p	nm									
Quality Improvement		p	p	nm										
Angela F. Hawkins		p	p	p	nm									
Operations		p	p	nm	p									
Allison Hesterman		p	p	p	nm									
Priority & Allocations		p	nm	nm	p									
Dawn Jenkins		p	p	e	nm									
Comp HIV Plan		p	p	nm	nm									
Arlene Johnson		a	a	a	nm									
Affected Community		a	a	nm	a									
Daphne L. Jones		p	e	p	nm									
Comp HIV Plan		p	e	nm	nm									
Quality Improvement		p	p	nm										
Steering		p	p	p	nm									
J. Hoxi Jones		e	p	p	nm									
Priority & Allocations		p	nm	nm	p									
Mel Joseph		p	p	e	nm									
Priority & Allocations		p	nm	nm	p									
Denis Kelly		p	e	p	nm									
Comp HIV Plan		p	e	nm	nm									
Quality Improvement		p	p	nm										
Steering		p	p	p	nm									
Peta-gay Ledbetter		p	e	e	nm									
Priority & Allocations		p	nm	nm	p									
Steering		p	e	p	nm									
Tom Lindstrom		e	e	e	nm									
Quality Improvement		p	p	nm										
Holly McLean		p	p	p	nm									
Affected Community		p	p	nm	p									
Comp HIV Plan		p	p	nm	nm									
Rodney Mills		p	e	p	nm									
Affected Community		p	p	nm	e									
Comp HIV Plan		p	e	nm	nm									
Steering		p	p	p	nm									
Niquita Moret		p	e	p	nm									
Priority & Allocations		p	nm	nm	p									
Allen Murray		p	p	p	nm									
Operations		e	a	nm										
Priority & Allocations		a	nm	nm	p									
Steering		e	p	p	nm									

2019 RWPC Attendance Records
(as of 06-05-19)

Robert Noble		a	a	a	nm									
Quality Improvement		a	a	nm										
Matilda Padilla		p	p	p	nm									
Comp HIV Plan		p	p	nm	nm									
Shital Patel		p	e	e	nm									
Comp HIV Plan		p	e	nm	nm									
John Poole		p	e	e	nm									
Affected Community		e	e	nm	e									
Quality Improvement		e	e	e										
Steering		p	p	p	nm									
Tana Pradia		p	p	e	nm									
Affected Community		p	p	nm	p									
Operations		p	p	nm	p									
Steering		p	p	p	nm									
Faye Robinson		p	e	p	nm									
Comp HIV Plan		p	e	nm	nm									
Pete Rodriguez		p	e	p	nm									
Quality Improvement		e	e	nm										
Imran Shaikh		e	p	p	nm									
Comp HIV Plan		e	p	nm	nm									
Gloria Sierra		p	e	e	nm									
Quality Improvement		p	p	nm										
Steering		e	e	e	nm									
Crystal Starr		p	p	p	nm									
Quality Improvement		e	p	nm										
Carol Suazo		p	e	e	nm									
Quality Improvement		a	a	nm										
Isis Torrente		p	e	p	nm									
Affected Community		p	e	nm										
Comp HIV Plan		e	e	nm	nm									
Steering		e	e	p	nm									
Bruce Turner		p	p	p	nm									
Steering		p	p	p	nm									
	Jan													
EXTERNAL MEMBERS	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec		
Kevin Aloysius														
Quality Improvement		p	p	nm										
Savi Bailly														
Quality Improvement		p	p	nm										
Ardry "Skeet" Boyle, Jr.														
Affected Community		p	p	nm	p									
Bianca Burley														
Comp HIV Plan			p	nm	nm									
Dominique Brewster														
Comp HIV Plan		p	p	nm	nm									
Ma'janae Chambers														
Affected Community		a	a	nm	a									
Quality Improvement		a	a	nm	a									
Datonye Charles														
Comp HIV Plan														
Ryan Clark														
Comp HIV Plan		p	a	nm	nm									
Elizabeth Drayden														
Comp HIV Plan		e	a	nm										
Eddie Gonzalez														
Affected Community		a	a	nm	a									
Billy Ray Grant Jr.														
Quality Improvement		a	a	nm	a									
Marcely Macias														
Quality Improvement		p	p	nm										
Nancy Miertschin														
Comp HIV Plan		p	p	nm	nm									
Stephen Nazareus														
Comp HIV Plan		p	p	nm										
Cecilia Oshingbade														
Quality Improvement		p	p	nm	nm									
Lionel Pennamon														
Affected Community		p	p	nm	p									

2019 RWPC Attendance Records
(as of 06-05-19)

Tracy Sandles														
Quality Improvement		p	a	nm										
Veria Steptoe														
Affected Community		a	a	nm	a									
Steven Vargas														
Comp HIV Plan		p	p	nm	nm									
Roy Wesley														
Affected Community		a	a	nm	e									
Anthony Williams														
Comp HIV Plan		p	p	nm	nm									
Larry Woods														
Comp HIV Plan		p	e	nm	nm									
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec		

An HIV diagnosis can make you feel very alone but you're not. People living with HIV include men, women, children and families from all walks of life and cultural backgrounds - they are married and single, young and old, wealthy and poor - that means just about anyone, including you.

Finding out that you've acquired HIV can be a challenging experience. Having correct, up-to-date information is very important for dealing with the diagnosis and building a healthy life with HIV.

There is no doubt that HIV will change your life. The impact and experience is different from one person to the next, but most people live healthy, active, full lives. *And you can too.*

This leaflet lists a variety of primary medical care agencies that you can access for treatment, assistance, advice and support.

Quality medical care is vital to maintaining your health, especially when you're living with HIV. The following **CLINICS** receive Ryan White funding and provide additional services such as case management and bus passes. See the back for information on how to register for services.

AccessHealth (Fort Bend)

Richmond Clinic: 281 633-3166
Eligibility/Registration: 281 633-3138

AIDS Healthcare Foundation

Binz St. Clinic: 713 524-8700
Fannin St. (OB/Gyn): 713 799-8994

Avenue 360 Health & Wellness

Heights Clinic: 713 426-0027
Eligibility/Registration: 713 426-0027 x399

Legacy Community Health

Montrose Clinic: 832 548-5100
Eligibility/Registration: 832 548-5087

St. Hope Foundation

Eligibility/Registration: 713 778-1300
Bellaire Clinic: 713 839-7111
Conroe Clinic: 936 441-2440
Greenspoint Clinic: 832 300-8040
Sugar Land Clinic: 281 277-8571

Harris Health System

Thomas Street Health Center

Eligibility/Registration: 713 873-4011
Clinic: 713 873-4000

Michael E DeBakey Veterans Affairs Medical Center

Eligibility/Registration: 713 791-1414 x5292

The Ryan White Planning Council publishes the Houston Area HIV Resource Guide, commonly known as the "Blue Book". The Blue Book is available at the agencies listed above, on our website as a downloadable pdf or call to ask that a copy be mailed to you, free of charge.

Ryan White Planning Council

2223 West Loop South, Suite 240; Houston, TX 77027

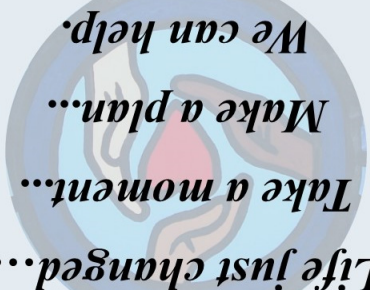
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feedbackRWPC@hctx.net

This leaflet was developed by the Affected Community Committee of the Houston Area Ryan White Planning Council. Publication made possible by funding from the Ryan White HIV/AIDS Treatment Modernization Act of 2009.

05/16/19



*Life just changed...
Take a moment...
Make a plan...
We can help.*

All new clients are asked to register in the Centralized Patient Care Data Management System (CPCDMS) in order to be eligible for Ryan White services.

Registration information is completely confidential. No personal information (name, address, date of birth, etc.) is stored in the database, ever.

The steps to register in the CPCDMS are as follows:

- Sign a *Consent for Services* form;
- Complete a registration form;
- Staff will check your eligibility; and
- If all of the necessary documentation* is provided, the agency will be able to serve you.

*At a minimum, you should bring the following:

- Proof of Diagnosis (must be presented at all agencies where services are accessed)
- Proof of Identity - Driver's License or photo ID.
- Proof of Residence - lease, utility bill, food stamp letter, etc. (must be in your name)
- Proof of Household Income - pay stub, letter from employer, unemployment benefits letter, Social Security award letter, etc. for all household members.

Some services are funded by sources other than the Ryan White Program and may require additional documentation. Please check with the service provider to find out exactly what you will need to take to your first appointment.