

Houston Area HIV Services Ryan White Planning Council

Operations Committee Meeting

11:00 am, Tuesday, August 17, 2021

Join Zoom Meeting

<https://us02web.zoom.us/j/86882221703?pwd=cCtKeXh6a3JlVEN2WnZmMERYN28wdz09>

Meeting ID: 868 8222 1703

Passcode: 327913

Or, call to participate by telephone: 346 248-7799

AGENDA

* = Handout to be distributed at the meeting

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- I. Call to Order Veronica Ardoin and
Ronnie Galley, 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.)
- III. New Business
- A. Proposed Policy for Distributing Incentives
 - Incentives are not allowed for regularly scheduled RW meetings
 - Food is allowed to be served for all members at in-person RW meetings
 - B. FY 2021 Attendance Records – see minutes
 - C. Round Table Discussions Before Council Meetings Adjourn
- IV. Old Business Tori Williams
- V. Announcements
- VI. Adjourn
- OPTIONAL: Members meet with Committee Mentor Johnny Deal

Houston Area HIV Services Ryan White Planning Council

Operations Committee Meeting

11:00 am, Tuesday, June 15, 2021

Meeting Location: Zoom teleconference

MINUTES

MEMBERS PRESENT	MEMBERS ABSENT	OTHERS PRESENT
Ronnie Galley, Co-Chair	Johnny Deal, excused	Allen Murray, RWPC Chair
Bobby Cruz	Veronica Ardoin, excused	Steven Vargas, Co-Chair Quality Improvement
Denis Kelly		Staff
Matilda Padilla		Tori Williams, Director
Crystal Starr		Rod Avila, Assistant Coordinator

Call to Order: Ronnie Galley, Co-Chair, called the meeting to order at 11:04 a.m.

Adoption of the Agenda: **Motion #1:** *it was moved and seconded (Starr, Kelly) to adopt the agenda with the following change: add a written public comment from S. Vargas as agenda item E under new business. Motion carried unanimously.*

Approval of the Minutes: **Motion #2:** *it was moved and seconded (Kelly, Padilla) to approve the May 18, 2021 minutes. Motion carried. Abstention: Starr.*

Public Comment and Announcements: Vargas read the public comment related to requesting the Council to change language and reference Intimate Partner Violence as Coercive Control, see attached.

New Business

Proposed Revisions to the FY 2021 Budget: See attached. Williams reviewed the attached list of proposed changes to the FY 2021 Council Support Budget. The Council has unspent funds because COVID-19 is a deterrent to members meeting in person and using petty cash funds.

Motion #3: *it was moved and seconded (Cruz, Starr) to approve the attached, proposed changes to the FY 2021 Council Support Budget.. Motion carried unanimously*

Proposed Policy for Distributing Incentives: Committee discussed the need to develop a policy for distributing incentives to Ryan White volunteers. **Motion #4:** *it was moved and seconded (Starr, Cruz) to provide gift cards to Council and Affiliate members as incentives for attending Ryan White Planning Council meetings. Motion carried. Abstention: Kelly.*

Guidelines for In-Person Meetings: The Council will have a special meeting to determine the number of people required to make quorum at an in-person meeting if the meeting has to be in Suite 240. This proposed change is due to the fact that there are no longer large meeting rooms in the building. Reservations for the one large meeting room that is available are tenuous.

Public Comment- Coercive Control: The Committee members discussed options for updating

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the language used to refer to Intimate Partner Violence (IPV) as Coercive Control. ***Motion #4:*** *it was moved and seconded (Kelly, Bobby) to ask the Office of Support staff to update Council documents to include the term “coercive control” when using the term “intimate partner violence” and explain the difference in a footnote. Motion carried unanimously.*

FY 2021 Attendance Records: Committee members reviewed the attendance policy before reviewing the 2021 attendance list for Council and Ryan White committee members. The committee instructed the Office of Support to send a letter regarding poor attendance to: Deondre Moore, Ahmier Gibson, Tom Lindstrom, Herman Finley, Marceley Macias, and Alberto Ramirez.

Old Business

2021 Training Schedule: See the attached 2021 Council Training Schedule.

Announcements: None.

Adjournment: ***Motion#6:*** *it was moved and seconded (Cruz, Starr) to adjourn the meeting at 12:33 p.m. Motion carried unanimously.*

Submitted by:

Approved by:

Tori Williams, Director

Date

Committee Chair

Date