**Week #1**

Houston Area HIV Services Ryan White Planning Council

**Office of Support**

Project L.E.A.P. 2015

Wednesday, April 1, 2015, *Room 416*

*FOOD: Jason’s Deli - Deluxe sandwich tray, nutty mixed-up salad for 10 p.12, chocolate chip cookies*

***Special Instructions: Snacks, water & coffee in am; only water in pm since 5 pm dinner***

**CLASS OUTLINE**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Time-Day** | **Time-Eve** | **Topic(s)** | **Speaker(s)** | **Liaison** | **Status** |
| **10:00 am** | **5:30 pm** | **Class Start Time—P.M. Class Dinner** | N/a | N/a | N/a |
| 10:00 am  (60 min) | 5:30 pm  (60 min) | **Overview of Project LEAP**   * Moment of Reflection * Housekeeping & Student Introductions * Review of Curriculum & Offsite Classes * Expectations, Graduation Requirements & Class Ground Rules * Community meetings | Tori & Amber  Tori  Tori  Amber  Tori  Amber | N/a | N/a |
| 11:00 am  (60 min) | 6:30 pm  (60 min) | **Community Needs Assessment and Intro to LEAP Special Study Project** | Amber | N/a | N/a |
| **12:00 pm**  **(30 min)** | **7:30 pm**  **(30 min)** | ***LUNCH OR BREAK***  **Petty Cash Forms**  **Project LEAP Pre-Test (Amber)** | | | |
| 12:30 pm  (20 min) | 8:00 pm  (20 min) | **Introduction to Robert’s Rules of Order** | **John Lazo** | Tori | ✓ |
| 12:50 pm  (60 min) | 8:20 pm  (60 min) | **History of HIV in Houston--Panel**   * Prevention and the Changing Epidemic * Treatment and a Personal Perspective * Community Activism and the Changing Epidemic * Pre and Post Government Funding | **Amy Leonard**  **Steven Vargas**  **Venita Ray**  Tori Williams | Tori  Tori  Tori | ✓  ✓  ✓ |
| 1:50 pm  (10 min) | 9:20 pm  (10 min) | **Evaluation** | Amber | N/a | N/a |
| **2:00 pm** | **9:30 pm** | **Wrap-Up & Adjourn**   * Select Meeting Chair | Tori | N/a | N/a |