

HOUSTON AREA HIV SERVICES RYAN WHITE PLANNING COUNCIL



*We envision an educated community where the needs of all HIV/AIDS infected and/or affected individuals are met by accessible, effective, and culturally sensitive health and psychosocial services that are part of a fully coordinated system. The community will continue to intervene responsibly until the end of the epidemic.*

*The Houston Eligible Metropolitan Area (EMA) Ryan White Planning Council will improve the quality of life and advocate for those infected and/or affected with HIV/AIDS by taking a leadership role in the planning and assessment of HIV resources*

MINUTES

Thursday, June 14, 2001

MEMBERS PRESENT

Lou Vanech, chair  
 JM Allen  
 Skeet Boyle  
 Steve DeCorte  
 Michael DeGuzman  
 Roy Delesbore  
 Paula Downes  
 Johnetta Evans-Thomas  
 Veronica Garza  
 John Humphries  
 Veronic Jacobs  
 Catherine Kirkwood  
 Christopher Lahart  
 Albert McKinney  
 Marlene McNeese-Ward  
 Lupe Martinez  
 Nancy Mietschin  
 Douglas Morse  
 Peter Moya  
 Joseph Osei-Frimpong  
 Lynn Pannill  
 Emily Reeves  
 Lucy Reyna  
 Kimbrae Sanders  
 Thomas Vaughan  
 Steven Walker

MEMBERS ABSENT

Gwen Beal, excused  
 Garland Cherry  
 Johnny Harris, Jr., excused  
 LaVerne Horton, excused  
 Johnnie Petry, excused  
 Kaye Reynolds, excused  
 Michael Springer, excused  
 Thomas Urban, excused  
 Tracy Wilson, excused

OTHERS PRESENT

Joe Fuentes, HACS  
 Sharon Smith, FUUSA  
 Bill Kersten, BOS  
 Naomi Madrid, PWAC  
 Dena Gray, PWAC  
 Cathy Wiley, COH  
 Charles Henley, HIV Services  
 Rebecca Snearly, RWPC Intern  
 Tori Williams, RWPC  
 Des Ilegbodu, RWPC  
 Georgette L. Monaghan, RWPC  
 Modelle Brudner, Eckels

**Call to Order:** Louis E. Vanech, Chair, called the meeting to order 11:38 a.m. He asked for Moment of Reflections for Dr. James Garner, LaVerne Horton, and the flood victims.

**Adoption of the Agenda:** *Motion: it was moved and seconded (DeCorte, Pannill) to adopt the agenda with the following additions: under Call to Order add: "E. Review Timeline", hold the report from the Comprehensive Planning Committee until the chair arrives, and allow the chair of the Priorities and Allocation Committee to give his report after the Quality Assurance Committee since he needs to leave early. Motion carried.*

Approval of the Minutes: *Motion: it was moved and seconded (DeCorte, Garza) to approve the May 10, 2001 minutes with the following correction (Moya): P3, Priorities and Allocations Committee, 2<sup>nd</sup> paragraph, 6<sup>th</sup> sentence...list does not (add the word "solely") drive allocations". Abstention(s): Delesbore. **Motion carried.***

Certificate of Appreciation: Vanech, on behalf of the Council, presented Rebecca Snearly, the student intern, with a certificate of appreciation.

Review of the Timeline: Vanech reviewed the attached timeline for Critical FY01 Council Activities. Delesbore asked if there was any discussion at the Title I conference in Phoenix about adopting a two-year funding cycle. No one asked this question, but it could be presented during the next Title I conference call. Walker requested that the timeline be sent to agency executives. Williams agreed to take care of it.

#### **Public Comment :**

Joe Fuentes, HACS - See attached letter. The Office of Support will check old minutes to see if the intent of one of the CBO's was to serve White individuals, white MSM's, or MSM 's.

Naomi Madrid, PWAC, introduced Dena Gray, the new Project LEAP facilitator. Gray stated that three new LEAP classes will begin on June 26, 2001. There will be 70 participants.

#### **Report from Standing Committees**

**Quality Assurance Committee:** Veronica Garza, Chair, reported on the following:

"How to Best Meet the Needs": The Council approved service categories in blocks as follows. Before the voting took place, members were asked if there were any service categories which they would prefer to vote on as a single item.

*Motion: To accept the attached service category recommendations for Case Management, Counseling/Other/Peer Counseling, Mental Health Therapy/Counseling, and Outreach with the following amendments: (Reeves) delete "bicultural" (since this cannot be measured) wherever it appears. Discussion: Miertschin (p10, b. #2) asked whether separate RFP's will be issued for Youth, MSMs and ex-offenders? Henley responded no, this just means that special attention will be given to these groups. Miertschin was also concerned that in service categories with a small allocation of funds, targeting so many groups might undermine the agency's ability to be effective. Henley stated that targeting often makes it difficult for one agency to receive all of the money and, thereby, creates a better chance of serving all populations. HRSA is putting more and more emphasis on targeting. Humphries noted that the State of Emergency Work Group recommended the addition of an African-American Case Manager, but it didn't seem to be listed in the recommendations from the Quality Assurance Committee. DeCorte admitted that he made an error and would like to present this later in the meeting as a new idea. Abstention(s): Walker, Garza, Downes, Boyle. **Motion carried.***

*Motion: To accept the attached service category recommendations for Buddy/Companion and Client Advocacy. Abstentions: Osei-Frimpong, Reeves, Jacobs. **Motion carried.***

*Motion: To accept the attached service category recommendations for Health Education and Risk Reduction with an ammendment (Reeves) to delete "bicultural" (since this cannot be measured) wherever it appears. Abstentions: Osei-Frimpong, Delesbore, Walker. **Motion carried.***

*Motion: To accept the attached service category recommendations for Health Insurance Premium Assistance. Abstentions: Delesbore, Moya. **Motion carried.***

*Motion: To accept the attached service category recommendations for Dental and Drug Reimbursement. Discussion: (page 18) Humphries asked if unit costs were ever evaluated, especially for services which consistently exceed the money allotted to them. Henley responded that this is done annually. Reyna asked who to contact if the unit cost is too low. Response: HIV Services. Regarding page 21, Humphries stated that the State of Emergency Work Group recommended money for co-pays since this seems to be a severe need. Henley responded that this pertains to ADAP and needs to be discussed with TDH. The Quality Assurance Committee will be considering this as a new idea. Vanech stated that Texas seems to be the only state with this problem. Abstentions: Moya, Delesbore. **Motion carried.***

*Motion: To accept the attached service category recommendations for Home Health. Abstentions: Boyle, Moya. **Motion carried.***

*Motion: To accept the attached service category recommendations for Outpatient/Ambulatory Primary Care. Discussion: Humphries was concerned that there was no mention of targeting African-American MSMs, especially since there is data which indicates that this group needs to be targeted. DeCorte responded that there is capacity in the system to meet the needs of this group. Williams stated that the State of Emergency Work Group recommended that a Case Manager be added to bring African American MSM's into the care system. Vanech responded that the disease has impacted different groups at different times, and is now having a dramatic effect on African-American MSM's. Pannill responded that this population was discussed in the committee meeting and is addressed in the committee recommendations. DeCorte called for the question. Since there was a tie vote, the chair was asked to vote. Vanech voted against the motion, therefore the discussion continued. DeCorte stated that all programs are suppose to be culturally sensitive, and there have been no complaints in writing. Henley stated that accurate self-reported exposure information is very difficult to obtain and puts the client in an uncomfortable position. Miertschin stated that the hospital district is setting up a new facility and she would welcome help from Humphries and others to make sure that the clinic is sensitive to the needs of African American MSM's. Walker stated that the epidemic is affecting the whole MSM community - not just African-American MSMs. DeGuzman stated that the CPCDMS system reports that 10-15% of all clients are identified as African American MSM's. A different report lists the percentage as 39%. Walker stated that the goal is to make sure that our system does all that it can to address the needs of the African American MSM population. DeCorte called for the question. Nay: Reyna, DeGuzman. **Motion carried.** Regarding the original motion: Abstentions: Miertschin, DeGuzman, Boyle, Downes, Walker, Lahart, Moya. **Motion carried.***

*Motion: To accept the attached service category recommendations for Hospice Care and Rehabilitation. Abstention(s): Moya. **Motion carried.***

*Motion: To accept the attached service category recommendations for Substance Abuse Treatment. Discussion: Humphries asked for the current number of providers? Henley responded that there is one. Humphries stated that the State of Emergency Work Group recommendation was worded incorrectly. They sited a need for additional providers. Vanech asked that this discussion be continued*

at the *Quality Assurance Committee meeting*. Abstentions: McKinney, McNeese-Ward, Moya. **Motion carried.**

*Motion: To accept the attached service category recommendations for Day Care and Respite Care, Food Assistance, Housing, and Transportation.* Abstentions: Reyna, Boyle. **Motion carried.**

*Motion: To accept the attached service category recommendations for Direct Emergency/Financial Assistance.* Abstentions: Boyle, Moya. **Motion carried.**

CPCDMS Subcommittee: FYI: See attached minutes and reports from the last meeting. The next meeting will be at 10:30 a.m. on Thursday, July 12, 2001.

**Comprehensive HIV Planning Committee:** Paula Downes, Chair, reported on the following:  
Comprehensive Planning Subcommittee: FYI: The plan will be distributed to hundreds of community leaders by the end of June 2001.

Needs Assessment Subcommittee: FYI: See attached report on the Communities of Color Needs Assessment.

Epidemiological Data: FYI: See the attached report from the Partnership for Community Health.

Reauthorization Issues: FYI: See attached HRSA letter regarding Needs Assessments and Comprehensive Planning.

JCPC: FYI: Due to the flood, Christopher Schmitt will be getting in touch with people to reschedule the meeting.

Housing Technical Assistance: FYI: Allen stated that he received the letter from the chair of the Council and it is being reviewed by senior management.

**Administrative Assessment Committee:** John Humphries, Chair, thanked everyone who participated in the State of Emergency Work Groups.

**Advances in Medication and Treatments:** Steve Walker, Chair, stated that recommendations regarding Nutritional Supplements were forwarded to the "How to Best Meet the Needs" process and the Priority and Allocations Committee.

#### **Affected Community Committee**

Annisha's Story: FYI: The committee is distributing a booklet called "Annisha's Story" to Senior Health Fairs, HIV/AIDS organizations, and more. Delesbore commented that he has been having great success in distributing copies.

**Operations Committee:** Roy Delesbore, Chair, made the following reports:  
Manager for the Office of Support: FYI: See attached job description which was given to the County Judge's Office on 05-22-01.

Employee Pay Scale: The committee is gathering information from other EMA's. Pannill suggested contacting the United Way and getting a copy of their annual salary survey.

Revisions to Bylaws, Policies & Procedures: FYI: This will be presented as a complete packet soon.

**Priorities & Allocations Committee:** Michael DeGuzman, Chair, made the following reports:  
Public Input Committee: FYI: See attached minutes from the Public Hearing.

FY02 Allocations: FYI: The Priorities and Allocations Committee will present an FYI version of the FY02 Allocations at the July 2001 Council meeting. Final approval of the budget will be sought at the August 9, 2001 Council meeting. All comments relating to allocations are due in writing to the Office of Support by 5 p.m. on Wed. July 18, 2001.

Subcategory Allocations: FYI: There was an extension on the invitation to provide input on allocations for subcategories.

Availability of Carryover Funds: FYI: See attached letter from HIV Services.

**Report from Office of Support:** Tori Williams, Interim Manager, gave the attached report.

**Report from HIV Services:** Charles Henley, Director HIV Services, HCHD, gave the attached report.

**Old Business:** TDH Restructuring: Reeves, Title II, reported that the June meeting was postponed because of flooding. The Resource Group was selected as the Administrative Agent, and the STAGE are supposed to start meeting in September. Vanech stated that he has submitted DeCorte's name as the Council's representative to STAGE.

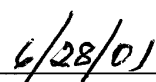
**New Business:** None.

**Announcements:** Delesbore announced that the American Heart Association, in cooperation with many others, will be putting on a CPR clinic on June 30<sup>th</sup> from 9-11 a.m. and 1-5 p.m.

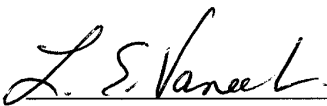
**Adjournment:** *Motion: it was moved and seconded (Kirkwood, Martinez) to adjourn the meeting at 1:35 p.m. Motion carried.*

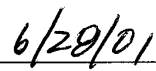
Submitted by:

  
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Tori Williams, Interim Manager

  
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Date

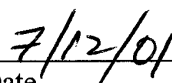
Draft Certified by:

  
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Council Chair

  
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Date

Final Approval by:

  
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Council Chair

  
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