

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, March 8, 2001

MEMBERS PRESENT

Lou Vanech, chair
Gwen Beal
Skeet Boyle
Steve DeCorte
Michael DeGuzman
Roy Delesbore
Paula Downes
Johnetta Evans-Thomas
Veronica Garza
Johnny Harris, Jr.
LaVerne Horton
Cathy Kirkwood
Christopher Lahart
Marlene McNeese-Ward
Lupe Martinez
Nancy Miertschin
Douglas Morse
Peter Moya
Lynn Pannill
Johnnie Petry
Emily Reeves
Kimbrae Sanders
Michael Springer
Thomas Vaughan
Steve Walker
Tracy Wilson

MEMBERS ABSENT

JM Allen
Jamie Block
Garland Cherry, excused
Jim Garner
John Humphries
Veronica Jacobs, excused
Albert McKinney
Joseph Osei-Frimpong, excused
Lucy Reyna, excused
Thomas Urban, excused

OTHERS PRESENT

Naomi Madrid, PWACH
Christopher Schmitt, TRG
Patrick Richoux, HIV Services
Cathy Wiley, COH Prevention
Bill Kersten, BOCS
Bruce Kieler, COH
Charles Henley, HIV Services
Jays Janney, RWPC
Tori Williams, RWPC
Modelle Brudner, Judge Eckels

Call to Order: Louis E. Vanech, Chair, called the meeting to order at 11:40 a.m. with a moment of reflection.

Adoption of the Agenda: *Motion: it was moved and seconded (Pannill, Moya) to adopt the agenda with the following addition: include under V. Report from HIV Services: Elizabeth Love's Request Form. Motion carried.*

Approval of the Minutes: *Motion: it was moved and seconded (Wilson, Moya) to approve the February 8, 2001 minutes with the following corrections: under Members Present-Michael Springer, excused, Others Present-Sonya **Gonzales**, and page 2 under Public Comment... Council issue and should not be addressed by the Council. **Motion carried.*** Abstentions: DeGuzman, Delesbore, Lahart.

Public Comment: None

Report from Standing Committees

Quality Assurance Committee: Veronica Garza, chair, reported on the following:

CPCDMS Subcommittee: Steve DeCorte, chair, stated that future meetings will be at 10 a.m. on the first Thursday of each month. Petry expressed concern that clients are still having to produce numerous documents in order to access services. Henley responded that the system establishes basic eligibility and financial status. In accordance with the Comprehensive Plan and Federal mandates, personal ID and proof of the stage of illness are always required.

Transportation Work Group: Steve DeCorte, co-chair, stated that the Jitney idea has been tabled since a new service provider has been awarded the urban contract. They would like to work collaboratively with the existing vendors to see if they can improve the service

Standards of Care: *Motion to accept the Attached standard of care for Volunteer/In-home Support Services. **Motion carried.***

"How to Best Meet the Need": FYI: The Orientation Meeting will be at 12 noon on March 15, 2001. Garza invited all to participate.

Service Definitions: FYI: See the attached List of Service Categories that need to be rebid for FY02.

Comprehensive HIV Planning Committee: Paula Downes, Chair, reported on the following:

Needs Assessment: the following timeline has been established: 10/01 submit budget request to the Council; 3/02 have the vendor selected; 1/03 first report due. The subcommittee will be doing one special needs study and are open to suggestions. Please submit suggestions to Wilson. Also, the meeting times were changed: Needs Assessment Subcommittee will be meeting at 11:00 a.m.. The Comprehensive Plan Subcommittee meeting will be at 12:30 p.m. Lunch will be provided for those attending both meetings.

Comprehensive Plan: The subcommittee is working on a cover letter which will be distributed with the publication to government officials, legislators, and others. They will also develop a power point presentation which will give an overview of the plan.

Housing Technical Assistance: The Council is still waiting for HOPWA to make arrangements with AIDS Housing of Washington to provide Houston with technical assistance.

Administrative Assessment Committee: No report.

Advances in Medication and Treatment: Steve Walker, Chair, asked for volunteers for The Block Event on Saturday evening, March 10, 2001.

Affected Community Committee: LaVerne Horton, Chair, reported the committee is setting up meetings at different agencies every other month. They have also assigned a PWA to participate on all standing committees.

Operations Committee: Roy Delesbore, Chair, asked that everyone fill out the Evaluation of the 2001 Orientation and get it back to the Office of Support this month.

Priorities & Allocations Committee: Michael DeGuzman, Chair, reported on the following: Vanech stated that the Council need to ratify the appointment of the Chair of this particular committee. *Motion: To approve Michael DeGuzman as the Chair of the Priorities & Allocations Committee. Motion carried.*

FY01 HRSA Grant: FYI: See attached chart.

Unobligated Funds: FYI: The committee may forego the April unobligated funding process because there will be no funds to allocate. (See attached email from C. Henley.) Miertschin asked if skipping this process in April will hinder the rapid distribution of carry over and unobligated funds? Henley responded that in the past the Council has not prepared for an increase or decrease in the grant process. This year they have been prepared and hit "right on the mark".

Amendment to the Policy on Priority Setting: *Motion: If over 50% of the tally sheets are not received by the due date, there will be an automatic extension until over 50% are received. At that point, additional tally sheets will not be accepted and those individuals will be notified that their sheet was not accepted. Motion carried.* Nay: Horton. Abstention: Moya.

Report from Office of Support: Jays Janney, Manager, see attached report. Janney requested that the Council refrain from assigning the Health Planner, Des Ilegbodun, any duties this month since she must stay focused on analyzing the Needs Assessment in Communities of Color. There is a Consortium meeting on March 20, at 8:30 a.m. And, the Prevention CPG Epi meeting has been changed to March 15, 2001 at 2:00 p.m. at the Hyatt Regency. Janney encouraged everyone to attend this important conference on prevention.

Report from HIV Services: Charles Henley, Director, HIV Services, HCHD, see attached report. Horton asked what the Council's financial responsibility will be in the future for the CPCDMS system? Henley responded that they will be working within the \$300,000 budget each year. Reasons for driving costs up include Council requests for additional features. Henley reviewed the attached Request Form regarding Reports from the CPCDMS. Henley also clarified that Sonya Hunt Gray will not be going on leave until she starts her maternity leave on April 16, 2001. Please continue to forward correspondence to her until that date.

Old Business

TDH Restructuring: Vanech reported that he has attended two meetings. At the first meeting, representatives were in attendance from Title I, Title II and the two Administrative Agents. Progress was achieved in discussing how to structure the local Needs Assessment Task Force. At the second

meeting, process was made in setting up the structure for the Assembly Group, at which the Planning Council will have a seat. Vanech invited Reeves, the Title II representative, to expand on his report. Reeves indicated she has not been named to the Assembly Group. Those who were include: Ken Malone, Naomi Madrid, Sonya Gonzales, Tracy Wilson, and Bruce Turner. Reeves felt that the meetings have been favorable. TDH still has a lot of work to do to bring everything together. Vanech invited Springer to report from Title III. Springer indicated he is not an official member of the transition team but is aware of the progress. The Assembly Group may include 12 seats for consumers, Epi personnel, health planners, and consortium members. The Local Needs Assessment Task Force will replace existing Consortiums in each of the HSDA's. Vanech asked Madrid to make a report. Madrid stated that she felt the meetings have been productive. Vanech thanked Christopher Schmitt and Michael Springer for coming up with the "road map" that has been utilized to create the future structure. It has been an extremely helpful tool in the process.

New Business

From the PC Members: Lahart expressed concern about recent media attention regarding a provider who was late in submitting their bid. He felt this has shed negative light on the Council. Vanech responded that negative publicity is not always a bad thing; that it is good for consumers to "stand up" for themselves; and attention will be given to the situation at the Administrative Assessment Committee.

Horton expressed concern over the new HRSA guideline that states that a "consumer" can no longer be a person who works for a Title I agency. Henley responded that this doesn't mean that consumer voices will be squelched. It just means that the 33% consumer quota will be more difficult to attain. Horton felt that the language from HRSA grandfathers in those consumers presently on the Council. Henley responded that consumers will have to meet the new definition. Petry asked when we will need to be in compliance? Henley stated that we are hoping to be in compliance in the August application.

Report from Titles II, III, IV, and Section F:

Title III: Miertschin reported that HRSA is moving toward all Titles interfacing with Prevention. In May/June she is hoping that the Hospital District will receive supplemental funding so they can add 1-2 new sites that will target African-Americans and Hispanics.

Title III: Springer reported that they are finalizing the budget for the Title III Grant Award. Contracts will start soon and will cover 27 counties.

Report from the CDC Planning and Prevention Group:

City of Houston Prevention: Wiley reported that they are working hard to establish an interlocal agreement regarding the CPCDMS system and hope to be set up with Kay Kirkland in March.

CPG: Kieler reported that co-chairs for the Epi work group are Christopher Schmitt and Naomi Madrid. The ranking of risk populations have began. The CDC and UT Professors will be working on the Risk Assessment and will be approaching the City for support. They will be asking for a letter of support from the Council.

Announcements:

Madrid reminded the Council that the PWA Coalition has a mobile Child Care Service. They also have vouchers for child care.

Lahart announced that the East Texas CPG will be conducting Focus Groups soon. He will provide flyers when they come out.

Janney reported that having the Epi committee on the CPG is an example of collaboration. The National Minority AIDS Office will be holding a Capacity Building Project sometime in April or May. Janney stated that she will be on vacation from March 20-28, 2001. During that time she will be speaking on CBC initiatives at the Am Far Conference.

Adjournment: *Motion: it was moved and seconded (Wilson, Moya) to adjourn the meeting at 1:12 p.m. Motion carried.*

Submitted by:



Victoria Williams, Council Coordinator

3-29-01
Date

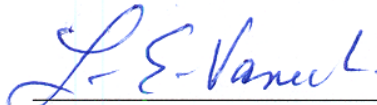
Draft Certified by:



Council Chair

3/29/01
Date

Final Approval by:



Council Chair

4/12/01
Date