

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, September 13, 2001

MEMBERS PRESENT

Steve DeCorte, Vice-Chair
JM Allen
Skeet Boyle
Roy Delesbore
Paula Downes
Veronica Garza
Johnny Harris, Jr.
Grethchen Hollingsworth
John Humphries
Veronica Jacobs
Roy Jefferson III
Christopher Lahart
Marlene McNeese-Ward
Lupe Martinez
Nancy Miertschin
Douglas Morse
Carlos Navarro
Joseph Osei-Frimpong
Lynn Pannill
Johnnie Petry
Emily Reeves
Lucy Reyna
Kaye Reynolds
Kimbrae Sanders
Thomas Vaughan
Steven Walker
Lesley Williams

MEMBERS ABSENT

Lou Vanech, excused
Gwen Beal, excused
Michael DeGuzman, excused
Johnetta Evans-Thomas, excused
Eddie Gibbs
Catherine Kirkwood, excused
Albert McKinney
Peter Moya, excused
Paul Simmons, excused
Michael Springer, excused
Thomas Urban, excused
Tracy Wilson, excused

OTHERS PRESENT

Marie Murphy Tradewinds
Christopher Schmitt, TRG
Julie Doyle, TRG
Debra Bruines Smith, PWA
Charles Henley, HIV Services
Susan Breaux, HIV Services
Byan Reed
Sharon Smith, FUUSA
Cathy Wiley
Tori Williams, RWPC
Rita, RWPC
Georgette L. Monaghan, RWPC
Modelle Brudner

Call to Order: Steve DeCorte, Vice Chair, called the meeting to order at 11:43 a.m. He asked for a moment of reflection in memory of past council member Maureen Carrillo.

Adoption of the Agenda: *Motion: it was moved and seconded (Downes, Navarro) to adopt the agenda. Motion carried.*

Approval of the Minutes: *Motion: it was moved and seconded (Garza, Downes) to approve the August 9, 2001 minutes with the following correction: P2, 3rd paragraph, UT should be "Baylor". Motion carried.*

DeCorte introduced the following new council members:

Carlos Navarro
Lesley Williams
Gretchen Hollingsworth
Roy Jefferson, III

Public Comment

Morse: See attached letter

Walker: Walker asked that DeCorte step down from chairing the meeting since he is referred to in Walker's public comment. DeCorte stated that this would not be necessary. See attached letter.

Petry: Stated that he agreed with Morse's letter of public comment.

Debra Baines Smith: PWA, stated that three of the new Council members are LEAP participants/graduates: Hollingsworth, Jefferson III, and Gibbs.

Report from Standing Committees

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

Outcome Measures/Standards of Care: FYI: This subcommittee will be meeting during the last two weeks of October to review and possibly revise the current outcome measures and standards of care for all service categories. Love has the October and November meeting scheduled. This calendar will be distributed immediately. Reeves' announced that her last day with the Council will be September 14, 2001, since the Consortium has disbanded. Several Council members stated that she has done a great job and will be missed. Someone will need to replace her.

Transportation Subcommittee: FYI: There will be a meeting of this committee at 2:00 p.m. on Tuesday, October 23, 2001. All are invited to participate.

HRSA Policy on the Incarcerated: FYI: See attached. McNeese-Ward asked for a point of clarification: Does this new policy allow Title I funded personnel inside the prisons? Henley responded that Outreach can now be down within 60 days of release.

Comprehensive HIV Planning Committee: Paula Downes, Chair, gave the following reports:

Needs Assessment Subcommittee: *Motion: The Health Planners will play a technical assistance role (as opposed to an administrative one) and the Health Planners for Title I and II will be the liaisons with the vendors.* Discussion: Henley requested that this be made an FYI instead of a motion as it may create a misunderstanding regarding the relationship between paid staff and liaisons with the vendors. Brudner agreed. **Downes withdrew the motion and asked that it be a FYI.**

Needs Assessment Subcommittee: FYI: See the attached charts outlining the structure of the Needs Assessment process. The Joint Resource Inventory Group needs members. Both Downes and DeCorte asked for all council members to serve on at least one of these subcommittees. Petry asked what efforts were being made to get this information to the community. His clients are not getting information. Flyers are being developed and information from The Resource Group is being forwarded. This concern will be taken to the subcommittee.

JCPC: FYI: This committee does not have its next meeting date.

Housing Technical Assistance: Allen is in the process of arranging a meeting with Vanech, Chair of the Council.

Administrative Assessment Committee: John Humphries, Chair, stated that there was no report since the committee meets quarterly and did not meet this month.

Advances in Meds/Treatments: Steve Walker, Chair, gave the following reports:

Drug Resistance Issues: FYI: See the attached slide presentation from Dr. R. Grimes, UT-Houston Health Science Center, School of Public Health.

Future presentations include:

October - Panel of clients regarding adherence issues

November - HIV and Prenatal Care

Early next year - The Medical Implications of Hepatitis C

Eventually - Review of the Title I Outcome Measures

Affected Community Committee: Skeet Boyle, Chair, stated the committee is in the process of making agencies accountable for grievances.

Operations Committee: Roy Delesbore, Chair, gave the following reports:

Council Training: FYI: See attached FY02 Training Plan.

Nominating Committee: FYI: The CEO appointed three new Council members this month. The Committee is looking for mentors for all seven new members.

Nominating Committee: FYI: There will be an orientation for all new Council members at 10 a.m. on Monday, September 17, 2001 at Family Service Center. Petry stated that he would like to see more on-going training. Williams, T., asked him to submit his suggestions to the Operations Committee.

Revisions to Bylaws, Policies & Procedures: FYI: The committee is still working on these documents and will present their recommended changes at the next meeting. Please submit all suggestions to the Office of Support before September 10, 2001.

Priority & Allocations Committee: Johnnie Petry gave the following report:

Public Input Committee: FYI: The group met and began to organize questions for the focus group for African American MSM's.

FY01 Carryover Funds: FYI: The deadline for submitting requests for increased funding and/or funding for new ideas will be September 21, 2001.

Report from Office of Support: Tori Williams, Manager, summarized the attached report. She also congratulated the Donald R. Watkins Foundation on their \$2 million prevention award targeting African American MSM's from CDC.

Report from HIV Services: Charles Henley, Director, HIV Services, HCHD, summarized the attached report. He introduced the new Project Coordinator, Susan Breaux. Harris, Jr. asked about the FY00 CBC carry over money in the amount of approximately \$300,000. Henley responded that these funds are closed for this year. They stay in a restricted account. The Council can ask to use them next year.

Old Business

TDH Restructuring: Steve DeCorte, Title I Representative, announced that there will be a STAGE Retreat in Galveston on October 3 and 4, 2001.

New Business

Title II: Miertschin announced that the district is again offering the Council one scholarship so that a member can attend its HIV Conference on September 28, 2001. Forms are available from the Office of Support.

Title III: Miertschin announced that through supplemental funds targeting African-American and Hispanic clients, they are opening a new clinic at Settegast. This clinic is open to the newly diagnosed and those who have had difficulty getting transportation to other clinics.

Community Planning Group (CPG): Gray stated that any new prevention ideas should be submitted to the CPG by January 1, 2002. A few positions are vacant on the CPG. Those interested should contact Walker. Also, Bruce Kieler has resigned.

SCSN: Miertschin stated that they met in Tyler, Texas in July and will be meeting again in Corpus Christi, Texas in November.

HOPWA: Allen announced that it is a new year for them and RFP's available. These RFP's can be accessed through their website. Petry asked how much HOPWA was funded? Allen stated that they received \$4 million but lost \$3 million due to the formula from HUD which requires that funding be based on new cases. Last year there were only 800 new cases compared to 1200 the previous year. Harris, Jr. asked how long the turn around period is after an RFP is submitted. Allen stated that he didn't know.

Navarro wanted further information regarding the HIV Services Complaint Report included in the report from the Affected Community Committee. Williams, T., stated that it is a special report that the committee requested in order to evaluate the effectiveness of the client complaint cards. Osei-Frimpong wanted to know what the complaints were for, not just the numbers. Henley responded that through the new Quality Management Program, consumer satisfaction will be collected and added to the existing information that is given to the Council through the Administrative Assessment Committee. These reports will not list agency names.

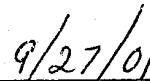
Announcements: None.

Adjournment: *Motion: it was moved and seconded (Downes, Boyle) to adjourn the meeting at 12:40 p.m. Motion carried.*

Submitted by:

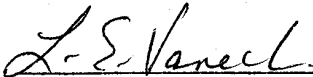


Victoria Williams, Manager

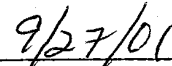


Date

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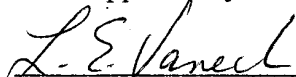


Meeting Chair

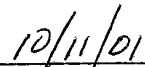


Date

Final Approval by:



Council Chair



Date