

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, December 12, 2002

MEMBERS PRESENT

Lou Vanech, chair
Skeet Boyle
Michael DeGuzman
Roy Delesbore
Paula Downes
Johnetta Evans-Thomas
Veronica Garza
Johnny Harris, Jr.
Gretchen Hollingsworth
John Humphries
Kevin Jackson
Veronica Jacobs
Roy Jefferson, III
Catherine Kirkwood
Christopher Lahart
Lesley Lopez-Williams
Albert McKinney
Marlene McNeese-Ward
Lupe Martinez
Nancy Miertschin
Joseph Osei-Frimpong
Johnnie Petry
Lucy Reyna
John Sahn
Kimbrae Sanders
Michael Springer
Thomas Urban
Thomas Vaughan
Steve Walker
Tracy Wilson

MEMBERS ABSENT

JM Allen
Steve DeCorte, excused
Joe Fuentes, Jr., excused
Daniel Garza, excused
Eddie Gibbs
Kaye Reynolds, excused

OTHERS PRESENT

Steve Hartranft, RWPC
Sharon Smith, FUUSH
Don Basten, FUUSH
Jim Hutchinson
Michael Miller, NCS
Modelle Brudner
Charles Henley, HIV Services
Tori Williams, RWPC

Call to Order: Louis E. Vanech, chair, called the meeting to order at 11:50 a.m. by asking for a moment of reflection.

Adoption of the Agenda: *Motion: it was moved and seconded (Jackson, Martinez) to adopt the agenda adding the following: "E. Evaluation: Hartranft" to I. Call to Order. Motion carried.*

Adoption of the Minutes: *Motion: it was moved and seconded (Garza, Lopez-Williams) to adopt the November 14, 2002 minutes. Abstention: DeGuzman. Motion carried.*

Proclamation from Commissioner's Court: Vanech and Garza, D. accepted the proclamation from Commissioner's Court. Vanech thanked Brudner for making this possible.

Public Comment: None.

Report from Ad Hoc Committees

ADAP Ad Hoc Committee: *Motion: To accept the attached ADAP statement of values with the following Amendment, the heading should read:*

Proposed Values to be Used By the Texas Department of Health
In Responding to Projected Funding Shortfall of
Texas HIV/AIDS Medication Program

*Discussion: Mietschin stated that the attached ADAP statement will be presented at the Board of Health meeting in Austin either January 16th or 17th, 2003. Abstention: Delesbore, Boyle. **Motion carried.***

*Motion: it was moved and seconded (Springer, Urban) to add the following statement: The Ryan White Planning Council urges Congress to recognize the value of HIV medication and to provide adequate funding to provide medication for people with HIV/AIDS. Discussion: Springer stated that this statement encourages individuals to contact key personnel on the Federal level. Abstention: Delesbore. **Motion carried.***

Housing Ad Hoc Committee: Williams stated that the Council will present their final request regarding technical assistance from AIDS Housing of Washington to the City's Housing Initiatives meeting on December 19, 2002. Councilwoman Ada Edwards has set up a community meeting to discuss this proposal at 1:00 p.m., Saturday, December 21, 2002, at the Shrine of the Black Madonna Bookstore. Williams thanked the committee for all their hard work on the project.

Report from Standing Committees:

Administrative Assessment Committee: Michael DeGuzman, Chair, made the following reports:

Reports from the Administrative Agent: *Motion: To accept the attached reports regarding:*

- *Service Utilization 03/02/02-08/31/02*
- *Administrative Costs – Second Quarter*
- *WICY Expenditure – Year to Date-the Youth is not on target and HIV Services is keeping a close eye on this.*
- *Procurement – FY 2002*

Motion carried.

Monitoring Chart: FYI: This document will be complete in February 2003 and available for the 2003 How to Best Meet the Need and Priority and Allocations Committee processes.

Quality Assurance Committee: Veronica Garza, Chair, made the following reports:

FY 2003 Service Definitions: *Motion: To accept the attached changes to the FY 2003 Service Definitions regarding Food Bank, Oral Health and Transportation. **Motion carried.***

FY 2003 Outcome Measures & Standards of Care: *Motion: To accept the FY 2003 Outcome Measures & Standards of Care including the amendments to Case Management training recommended in Public Comment #1 (memo from A. Robison). Discussion: motions were presented in the following block order:*

Block 1: Ambulatory/Outpatient Medical Care (Vision Care), Buddy Companion Services, Case Management, Day or Respite Care (Child Care). Abstentions: Humphries, Sahm. Motion carried.

Block 2: EIS; Emergency Financial Assistance (Household Items, In-Home Support); Food Bank (Nutritional Supplements), HE/RR. Motion carried.

Block 3: Health Insurance, Home Health Care, Hospice Services, Housing Assistance & Housing Related, Legal Assistance. Motion carried.

Block 4: Psychosocial Support Services (Support Groups), Rehabilitation Services, Substance Abuse Services, Transportation. Motion carried.

FY 2002 Outcome Measures: FYI: See the attached highlights from the Outcome Measure Reports for the second quarter. If you would like a complete set of outcome measures for the second quarter, please see Monaghan.

CPCDMS Work Group: *Motion: To accept the attached Resolution regarding names reporting in the CPCDMS. Discussion: Henley stated that this co-validates the council's wishes to continue doing things the way Houston is doing them. Abstentions: Delesbore, Humphries. Motion carried.*

Vanech thanked Garza and the committee for all their hard work throughout the year.

Comprehensive HIV Planning Committee: Paula Downes, Chair, stated that the Executive Summary for the 2002 HIV/AIDS Needs Assessment had been a cooperative effort with all partners. Approval of the Executive Summary was tabled until the February 2003 meeting as Council members received an incomplete document.

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

Committee Goals for 2003: The committee created suggested goals for 2003 (see the attached).

Prevention Efforts: The committee suggested that The Quality Assurance Committee direct more prevention efforts toward people who are HIV+ in the How To Best Meet the Needs Process and initiate a work group to meet in February to come up with specific ideas on how to implement this suggestion.

Affected Community Committee: Skeet Boyle, Chair, reported on the following:

Council Participation in Health Fairs: FYI: In 2002 the Council participated in 11 events targeting the GLBT, African American, Asian, Hispanic and other communities.

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

Council Elections:

Nominees for Chair: Marlene McNeese-Ward (Thomas Urban withdrew his nomination). *Motion: it was moved and seconded (Walker, Harris, Jr.) to close the nominations. Motion carried.*

McNeese-Ward was elected by acclamation.

Nominees for Vice-Chair: Skeet Boyle, Kevin Jackson, Lesley-Lopez Williams, Thomas Urban, Tracy Wilson. There was a run-off between Lopez-Williams and Wilson.

Wilson was elected.

Secretary: Skeet Boyle, Kimbrae Sanders.

Boyle was elected.

While the votes were being counted Vanech acknowledged the hard work of the Standing Committee Chairs. Vanech also thanked the six members who were at the end of their six-year terms: Delesbore, Kirkwood, Jacobs, Humphries, Springer, and Lahart. Lahart thanked everyone for their support.

Policy 1200.00 Regarding Honorariums: *Motion: To accept the attached new policy regarding honorariums. Motion carried.*

Priority & Allocations Committee: Marlene McNeese-Ward, Chair, thanked members of her committee for their hard work and support. There was no November meeting, hence no report.

Report from Office of Support: Tori Williams, Manager, summarized the attached report.

Report from HIV Services: Charles Henley, Director, HIV Services, HCHD, summarized the attached report. Henley stated that the Center for AIDS had been awarded the contract for Project LEAP.

Old Business

Quarterly Committee Reports: FYI: Please see the attached reports.

Project LEAP: *Motion from the Steering Committee: To give the Steering Committee the authority to approve the FY 2003 LEAP Curriculum at their February 6, 2003 meeting. Discussion: Those interested in serving on the Project LEAP Work Group need to contact Williams. The first meeting will be at 10:00 a.m., January 8, 2003 in room 240. Springer expressed concern over rumors that Project LEAP will only focus on Title I and this would be too restrictive as all the Titles need to be supported. Henley responded that there has been no intent to limit Project LEAP exclusively to Title I. Motion carried.*

New Business

Title II: Springer stated that they were in the RFP Process.

Title III: Springer stated that funds have been shifted into TDH Prevention Programs. Mierstchin stated that beginning Monday, Medicaid will begin to charge co-pays. Apparently Medicaid has not been talking to ADAP. Petry stated that clients will not be turned away if they cannot pay for medications, instead they will be sent a bill to allow them to pay when/if they are able.

Title IV: Springer announced that at the angelwise.com link people can make donations toward the "Toy to a Child" program.

STAGE: Boyle stated that By-laws are being formulated.

Mayor's Task Force on HIV/AIDS: McNeese-Ward stated that a report will be forthcoming. After the holidays the Media Committee will be focusing on new partnerships and the Advocacy Committee will be gearing up as well.

SCSN: Springer reported that the next meeting will be the last weekend in January 2003 in Galveston.

Announcements: Jackson thanked Jefferson, III, who will not be serving another term, for his efforts and support. Kirkwood invited people to see her website (see the attached). Wilson announced that every one was invited to the Thomas Street Annual Holiday Party at 10:30 a.m. on Friday. Evans-Thomas asked members to pickup the attached flyer.

Adjournment: *Motion: it was moved and seconded (Wilson, Harris, Jr.) to adjourn the meeting at 1:38 p.m. Motion carried.*

Respectfully submitted,

Victoria L. Williams
Victoria Williams, Manager

2/6/03
Date

Draft Certified by
Council Chair: Maureen Hennessy Wood

Date _____

Final Approval by
Council Chair: Maureen Hennessy Wood

Date 2/13/03