

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, August 8, 2002

MEMBERS PRESENT

Lou Vanech, chair
 JM Allen
 Skeet Boyle
 Steve DeCorte
 Michael DeGuzman
 Johnetta Evans-Thomas
 Joe Fuentes, Jr.
 Daniel Garza
 Veronica Garza
 Eddie Gibbs
 Johnny Harris, Jr.
 Gretchen Hollingsworth
 Kevin Jackson
 Veronica Jacobs
 Roy Jefferson, III
 Lesley Lopez-Williams
 Albert McKinney
 Marlene McNeese-Ward
 Lupe Martinez
 Nancy Miertschin
 Joseph Osei-Frimpong
 Johnnie Petry
 Kimbrae Sanders
 Michael Springer
 Thomas Urban
 Thomas Vaughan
 Tracy Wilson

MEMBERS ABSENT

Roy Delesbore, excused
 Paula Downes, excused
 Liza Espinosa, excused
 John Humphries, excused
 Catherine Kirkwood, excused
 Christopher Lahart, excused
 Lucy Reyna
 Kaye Reynolds, excused
 Steve Walker, excused

OTHERS PRESENT

Sharon Smith, FUUSA
 Charles Henley, HIV Services
 Jim Hutchinson
 Kentwan Hubert
 Bill Kersten, BOCS
 Tori Williams, RWPC
 Steve Hartranft, RWPC
 Georgette L. Monaghan, RWPC
 Modelle Brudner

Call to Order: Louis E. Vanech, chair, called the meeting to order at 11:40 a.m. by asking for a moment of reflection.

Vanech presented a Resolution to Rita D'Andrea and various council members, friends, and staff thanked D'Andrea for her work.

Adoption of the agenda: *Motion: it was moved and seconded (DeCorte, Jefferson, III) to adopt the agenda with the following change: move the Administrative Assessment Committee Report after the adoption of the minutes. Motion carried.*

Adoption of the minutes: *Motion: it was moved and seconded (DeCorte, Boyle) to adopt the July 11, 2002 minutes. Abstention: DeGuzman. Motion carried.*

Administrative Assessment Committee: Michael DeGuzman, Chair, reported on the following:
Evaluating the Administrative Agent: *Motion: Accept the attached Evaluation of the Administrative Agent. Discussion: DeGuzman stated that the evaluation showed that the Administrative Agent is on target and most of the responses were on the positive side. The use of Outcome Measures was low so there is a need to encourage providers to use this information in their grant proposals and other documents. DeGuzman thanked Health Planner Rita D'Andrea for redesigning the evaluation. Motion carried.*

Quarterly Reports for the Administrative Agent: FYI: See the following attached 1st Quarter Reports:

- Service Utilization
- Administrative Cost
- WICY Expenditures
- Procurement and Expenditures
- Number of Days for Reimbursement

Thesis Project Proposal: *Motion: To accept the attached proposed project as a Council project. Motion carried.*

Update on the ADAP Ad Hoc Committee: Mierstchin reported that a second meeting was held yesterday. The committee's primary focus is to recommend the role the Council should be taking regarding the projected shortfalls. The new projection has risen from \$6million to \$7million in FY02. However, TDH expects to cover this internally. Possible changes would be to close Priority II and III drugs to new patients on September 1, 2002, and to current patients on January 1, 2003. There are "compassionate use programs" available for the Priority II and III drugs. However, there is a lot of red tape involved in accessing those programs. Miertschin encouraged members to contact their state representative now as they are out of session and should be at home and easy to reach.

Update on the Housing Ad Hoc Committee: Vanech stated that the findings of the 2002 Needs Assessment regarding housing have been reviewed. Allen, the HOPWA representative to the Council, has presented the committee with information on how HOPWA works and what their limitations are. Boyle is securing client input on housing issues and Jackson is securing service provider input on housing issues. If anyone knows a client who has housing issues, please contact Boyle and/or the Office of Support.

Public Comment: None.

Report from Standing Committees

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

Gas Voucher Program: *Motion: To accept the new idea proposal for the distribution of gas vouchers (see the Priority and Allocation packet – request number 2). Abstention: Boyle. Motion carried.*

New Idea Requests: FYI: The committee reviewed the two New Idea requests and forwarded the one described above to the Priority and Allocations Committee.

CPCDMS: FYI: See the attached report. Garza has attended the Version III training and it looks good. Version III has a user-friendly interface. It is quicker and more comfortable to use. Springer added that The Resource Group will be shifting all their computer systems to Version III by October 1, 2002.

Outcome Measures: FYI: See the attached memo. See Monaghan for a complete set of copies of the Outcome Measures. The committee will be reviewing these in September.

Comprehensive HIV Planning Committee: DeCorte, Vice-Chair, made the following reports:
JCPC: The next meeting will be in November. At the August meeting they identified problem areas.

Update of the Comprehensive Plan: *Motion: To accept the 2002 Update of the Comprehensive Plan which may include some minor revisions. Discussion: The update is a good document as it answers both the HRSA and HAB/DSS requests. Motion carried.*

2002 HIV/AIDS Needs Assessment: FYI: The document is being proofread and should go to the printer in the next two weeks. The Executive Summary is being revised and will be ready for review and approval within the next couple of weeks.

Advances in Meds/Treatments: McKinney reported on the following:

Presentation on HIV Medications and Substance Abuse: FYI: See attached flyer for the August 8, 2002 presentation.

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

Marketing Subcommittee: FYI: See the attached Council Brochure.

Blue Book Subcommittee: FYI: See the attached survey for updating the FY03-04 Blue Book. The Committee met with HIV+ students at the Art League. They have agreed to design the Blue Book cover. The 2003-04 Blue Book will be designed using Chicago's resource guide for direction. Clark is still taking updated forms. It is very important that all providers who want to be included in the Blue Book fill out a form and send it into the Office of Support. Agencies who do not respond will be deleted from the Blue Book. Petry and Vanech thanked Clark and the Office of Support for their collective efforts.

Operations Committee: The committee was unable to meet due to flooding near the meeting location.

Priority & Allocations Committee: Marlene McNeese-Ward, Chair, reported on the following:

FY02 Allocation Increases: *Motion: To approve the recommended requests on the attached list to be funded in an equal percent to the extent that the funds are available. Abstentions: Boyle, Fuentes, Jr., Garza, V., Humphries, Miertschin. Motion carried.*

Report from Office of Support: Tori Williams, Manager, summarized the attached report. At the recent Texas Quarterly meeting in Austin, the Houston EMA seemed to be the only EMA concerned about and doing anything to address the ADAP shortfalls. Also, the Houston EMA appeared to be the only EMA to have updated their Comprehensive Plan.

Report from HIV Services: Charles Henley, Director, HIV Services, HCHD, summarized the attached report. The Texas EMA Group is the only group of EMA's that meets regularly.

Old Business: See the attached Quarterly Committee Reports.

New Business

Vanech asked intern, Steve Hartranft to introduce himself. Steve will be starting as the Health Planner for the Office of Support in November.

Title III: Miertschin stated that the supplemental allocation they received earlier is being utilized for a Public Information Campaign to get more people tested and linked with Primary Care. Miertschin thanked Fuentes, Jr., Walker, and Katy Caldwell for their support of this project.

Title IV: Springer reported that a grant has been approved in the amount of \$40,000 for supplemental transportation. Seven of his staff members will be attending the Washington D.C. all titles meeting. They will be making two presentations.

Kevin Jackson, spokesperson for STAGE: Dena Gray has been appointed the CPG liaison. Jackson is on the Needs Assessment, Priority and Allocations, and By-laws committees.

Skeet Boyle, spokesperson for Title I to STAGE: STAGE is doing their Needs Assessment research. The by-laws and allocations have been approved. The Comprehensive Planning process has begun. Boyle is on the Quality Assurance Committee.

Mayor's Task Force on HIV/AIDS: McNeese-Ward stated that this Task Force will be meeting every Friday at 10:00 a.m. at the City Health Department on the 5th Floor. Three committees have been formed: Media, Advocacy, and Action. \$30,000 has been awarded to the Task Force. \$100,000 will be used by the media for Peer Education Programs. Ada Edwards is Chairing the Task Force. McNeese-Ward asked the Council to read Anise Parker's excellent article in Outsmart regarding the city's HIV/AIDS efforts thus far and what needs to be done.

SCSN: The next meeting is in Texarkana in October. They will be looking at Needs Assessment changes. They have three vacancies if anyone is interested in serving on this committee. Houston is way out front.

Announcements: Vanech announced that he will not be seeking re-election for the Chair. Jefferson, III, thanked Vanech for his stewardship and for raising the bar on expectations of future chairs.

Adjournment: *Motion: it was moved and seconded (Jefferson, III, Boyle) to adjourn the meeting at 1:15 p.m. Motion carried.*

Respectfully submitted,

Victoria "Tori" Wilh
Tori Williams, Manager

9/12/02
Date

Draft Certified by
Council Chair: *Louis E Vanech*

Date 9/12/02

Final Approval by
Council Chair: *Louis E Vanech*

Date 9/12/02