

# 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, February 13, 2003

### MEMBERS PRESENT

Marlene McNeese-Ward, Chair  
Ardry Boyle  
Paula Downes  
Johnetta Evans-Thomas  
Felicia Farrar  
Joe Fuentes, Jr.  
David Garner  
Daniel Garza  
Veronica Garza  
Kimberly Griffin  
Hector Guajardo  
Johnny Harris, Jr.  
Kevin Jackson  
Lesley Lopez-Williams, via phone  
Ken Malone  
Lupe Martinez  
Sylvia Mazique  
Ricardo Mendiola  
Nancy Miertschin  
Liz Moore  
Joseph Osei-Frimpong  
Johnnie Petry  
Yvette Proctor  
Kimbrae Sanders  
Thomas Urban  
Lou Vanech  
Thomas Vaughan  
Steve Walker  
Fred Walters, Jr.  
Torelen Winbush

### MEMBERS ABSENT

Michael DeGuzman, excused  
Eddie Gibbs  
Priscilla Jenkins-Roberts  
Albert McKinney  
John Sahn, excused  
Tracy Wilson, excused  
Gretchen Hollingsworth, excused  
Marvin Pruitt, excused

### OTHERS PRESENT

Jim Stanley  
Katy Caldwell  
Charles Henley, HIV Services  
Steve Hartranft, RWPC  
Helen Nwabuoku, 713-650-0595  
Tori Williams, Office of Support  
Modelle Brudner  
Georgette L. Monaghan, Office of Sup.

**Call to Order:** Marlene McNeese-Ward, chair, called the meeting to order at 11:40 a.m. by asking for a moment of reflection.

**Training:** 2003 Council Timelines: Tori Williams summarized the attached timelines & chart of mentors.

**Adoption of the Agenda:** *Motion: it was moved and seconded (Garza, V., Jackson) to adopt the agenda with the following correction: page 2, C. Comprehensive HIV Planning Committee, the following should read: Item: Executive Summary of the 2002 HIV/AIDS Needs Assessment. Recommended Action: Motion: To approve the attached summary. Motion carried.*

Adoption of the Minutes: *Motion: it was moved and seconded (Garza, V., Downes) to adopt the December 12, 2002 minutes. Abstentions: Fuentes, Jr., Garza, D. Motion carried.*

ADAP Ad Hoc Committee: Williams summarized the attached information. Miertschin stated that she attended training for Capitol Days in Austin. It was good training on how to talk to legislators. Congress is simultaneously deciding upon two different fiscal years. If TDH takes action on items locally, it will not give the federal government a chance to respond with federal dollars. The Texas Board of Health meeting will be meeting in Austin on either February 26<sup>th</sup> or 27<sup>th</sup>, 2003. The HIV Advisory Committee will not meet on February 21, 2003. Vanech asked if Public Comment will be accepted at the Austin meeting. Miertschin responded that she does not know. Miertschin stated that the Governor and Lt. Governor have introduced a new way to budget: everyone starts at zero and justifies requests.

Housing Ad Hoc Committee: Williams stated that the Council will make a presentation at the next Housing Initiatives Committee meeting at 10:00 a.m. on Thursday, February 20, 2003, at City Hall.

**Public Comment:** Caldwell encouraged Council Members to attend the opening for the Montrose Clinic's new Lewis Cloverdale Eye Exam Room. Vanech will be receiving an award.

Fuentes (after declaring a conflict of interest) informed the Council that HACS has been prioritizing Case Management clients and referring them to the Montrose Clinic and Donald R. Watkins Memorial Foundation. Fuentes stated that they are still providing case management services to adolescents, clinic patients, and African-American women. Fuentes stated that he strongly supports the RFP process even though his agency lost a contract.

#### **Reports from the Standing Committees**

**Steering Committee:** McNeese-Ward asked Walker to present the following:

**HERR Service Category:** *Motion: To delay the RFP and ask the Quality Assurance Committee to review and possibly revise the Service definition for HERR (untargeted and targeting African Americans). Discussion: Walker stated that there were a number of agencies who applied for the funding but the reviewers were unable to score the proposals because those who applied did not respond appropriately to the RFP. Therefore, the Council should review the text in the service definition to see if the problem is with the text. Walker added that he would like to see some input from CPG since they may be offering a similar service. Petry reminded the Council to remember the State of Emergency. Fuentes (after declaring a conflict of interest) stated that the intent is not to get rid of the category, but to stop duplication of a service which might be provided through another source. Motion: it was moved and seconded (Vanech, Petry) to call for the question. Abstentions: Walker, Fuentes, Jr. Motion carried. The original motion was presented. Abstentions: Harris, Jr., Fuentes, Jr., Walker. Motion carried.*

Walker requested that the Administrative Assessment Committee revisit the concept of the State of Emergency. Henley added that the Priority and Allocations Committee determines the service categories that receive MAI funds. Therefore, they need to be a part of this review as well.

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

**Project LEAP: FYI:** The Steering Committee was authorized to and provided final approval for the attached curriculum dated 01-14-03.

**Project LEAP: Motion: To continue using a third part vendor secured through the county's RFP process. Abstention: Fuentes. Motion carried.**



**Comprehensive HIV Planning Committee:** Downes, Chair, presented the following motion: Executive Summary of the 2002 HIV/AIDS Needs Assessment: *Motion: To approve the attached summary. Abstention: Sanders. Motion carried.*

**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. HRSA issued a continuing resolution for Title I funds, therefore funding will be approved for all contracts at 1/3 of the 2002 grant award to be used within four months. The contracts are on the March 4, 2003 court agenda. Petry asked about the Capacity Building Program. Does it bring additional minority agencies into the process. Henley responded that it is tougher for new minority agencies as there are now some well established minority agencies competing for the same funds. Vanech asked why respite teams were dropped? Henley responded that no one had applied therefore the Council should review this service as part of the How to Best Meet the Needs process. Dr. Frimpong asked the purpose of the Capacity Building Program if certain minority agency's get all the contracts?

#### **New Business**

Title II: Proctor stated that awards are to be made on February 25, 2003. Title III, rural and Title IV applications have been submitted.

STAGE: Jackson stated that four new external members have joined STAGE. Evans-Thomas is one of the four. The Quality Assurance Committee will meet at 10:00 a.m. on February 20, 2003.

CPG: Walker stated that the new priority populations have been determined. HIV is on the list. A new Comprehensive Plan is being developed.

Legislative updates: Walker stated that for the third year in a row prevention is at level funding with the possibility of a reduction in funding. Henley asked the Council to review the attached report describing Jon Lindsey's proposal to the State legislature regarding a needle exchange program.

Mayor's Task Force: McNeese-Ward stated that the Task Force will be meeting at 10:00 a.m. tomorrow. Fox 26 will air 30 minutes on the State of Emergency regarding HIV/AIDS in the African American community on either February 27 or 28, 2003. The Advocacy Committee has met with 10 of 14 City Council members. Members were surprised with the lack of knowledge that City Council members have regarding the AIDS issue.

JCPC: Malone stated that the next meeting will be at 10:00 a.m. on February 24, 2003. The first Summit meeting will be on April 9, 2003 at United Way. The goal is to have representatives from all agencies network around ways to bring people into care more effectively.

SCSN: Mierstchin stated that the quarterly committee meeting was held in Galveston in January 2003. The Steering Committee is working on a statewide template and continuum of care. The Provider Survey Instrument should be finished and on line in late April.

#### **Announcements:**

Garza, D. stated that Kingwood College will be presenting The Laramie Project (see attached flyer). The Volunteer Department at Thomas Street Clinic wants to make quilt panels. See Garza, D. for more information.

Walker stated that Jackson State University will be doing a training in Houston on February 20, 2003. He will fax the information to Williams for distribution.

**Adjournment:** Motion: it was moved and seconded (Fuentes, Jr., Jackson) to adjourn the meeting at 1:15 p.m. Motion carried.

Respectfully submitted,

Victoria Williams  
Victoria Williams, Manager

3/4/03  
Date

Draft Certified by  
Council Chair: Malcolm Anderson-Ward

Date 3/6/03

Final Approval by  
Council Chair: Tracy Wilk

Date 03/13/03