

# 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, October 9, 2003

### MEMBERS PRESENT

Marlene McNeese-Ward, Chair  
 Gary Dee Ainsworth  
 Skeet Boyle  
 Michael DeGuzman  
 Paula Downes  
 Felicia Farrar  
 Tonya Fisher  
 Joe Fuentes, Jr.  
 Daniel Garza  
 Veronica Garza  
 Kimberly Griffin  
 Hector Guajardo  
 Leonard Kingcaid  
 Lynn King, Jr.  
 Lesley Lopez-Williams  
 Albert McKinney  
 Ken Malone  
 Nancy Miertschin  
 Michael Miller  
 Joseph Osei-Frimpong  
 Yvette Proctor  
 Marvin Pruitt  
 John Sahn  
 Kimbrae Sanders  
 Bruce Turner  
 Thomas Urban  
 Steven Walker  
 Tracy Wilson

### MEMBERS ABSENT

Johnetta Evans-Thomas, excused  
 David Garner  
 Johnny Harris, Jr., excused  
 Gretchen Hollingsworth, excused  
 Kevin Jackson, excused  
 Priscilla Jenkins-Roberts  
 Lupc Martinez, excused  
 Sylvia Mazique, excused  
 Ricardo Mendiola, excused  
 Fred Walters, Jr.  
 Torelin Winbush, excused

### OTHERS PRESENT

Kirby Bonier, DRWMF, external  
 Brenda Thomas, COH, external  
 Judith Lahai-Momoh  
 Matthew Momoh, external  
 Neil Coburn, external  
 Elizabeth Love, HIV Services  
 Sheen & Barbara Smith  
 Janice Roberts, external  
 Mercy Atatah, external  
 Thandi Alexander, external  
 Ray E. Watts, SEARCH  
 Darrell Blanc  
 Sterling Mullins  
 Manuel Gil, external  
 James Malone, external  
 Kathy Sullivan, external  
 Valencia Lewis  
 Debra Baines  
 Allison Hooks, Baylor Teen Clinic  
 Algernon Moreland, external  
 Steve Hartranft, Ofc. of Support  
 Maurice Peterson, external  
 Percival Kane, Jr., DRWMF  
 Anthony Hurst  
 Melanie Coburn Daily  
 Kathy Howard  
 Laiaz Outley  
 Lawrence Denson  
 Robert Nobles, DRWMF  
 Deborah Hill, PUUSA

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

*Appreciating Our External Committee Members:* McNeese-Ward gave certificates to those external members who were present. Williams took a group picture for the archives.

*Adoption of the Agenda: Motion: it was moved and seconded (Fuentes, Jr., Lopez-Williams) to adopt the agenda. Motion carried.*

Adoption of the Minutes: *Motion: it was moved and seconded (Downes, Garza, V.) to adopt the September 11, 2003 minutes with this correction: page one, attendance, second column: should be "MEMBERS ABSENT", not Members Present. Abstentions: Fuentes, Jr., Garza, V., Griffin, Kincaid, King, Jr., Lopez-Williams, Sanders, Urban. Motion carried.*

*Public Comment:* McNeese-Ward pointed out the written Public Comment from M. Miller. Urban announced that he is the President of the Grey Party and they are doing several fundraisers for various HIV/AIDS organizations. He encouraged members to participate. Fuentes, Jr. announced that HACS has been awarded a SAHMSA Grant for Substance Abuse.

#### *Reports from the Committees*

ADAP Ad Hoc Committee: Miertschin, Co-Chair, stated that there is nothing new to report.

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

Outcome Measures & Standards of Care Work Group Meetings: FYI: See attached calendar of work group meetings.

Substance Abuse Work Group: FYI: This work group met at 1:30 p.m. on Wednesday, October 8, 2003. There will be a report at the November meeting.

CPCDMS Subcommittee Report: Seventeen people attended the October 2, 2003 community meeting. The training was very informative. The next meeting is scheduled for 11:00 a.m. on December 4, 2003.

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

Needs Assessment Committee: The first Needs Assessment Group (NAG) meeting was held on September 30, 2003. Although attendance was low, the meeting went well. Co-chairs for the NAG are Ken Malone and Tam Kiehnhoff. Partners include: CPG, East Texas CPG, STAGE, HOPWA and the Homeless Coalition. The work groups co-chairs will be announced at the November 5, 2003 meeting.

Reporting with CDC AIDS Data: The Administrative Agent will be using the CDC AIDS numbers for reports to IIRSA such as the WICY report. Previously, reports were submitted based upon estimates of HIV and AIDS cases. The CDC AIDS numbers will be used for reporting purposes, not necessarily for planning purposes.

Advances in Meds/Treatments: Joe Fuentes, Jr., Chair, reported on the following:

Policy on Adding/Removing Medications: The Council was asked to be aware of the attached, proposed policy on adding or removing medications from the local HIV Medication Program. The Physician Work Group that will be meeting in January or February 2004 will be asked to review and critique the policy before it is sent to the Quality Assurance Committee as a recommendation for inclusion in the "How to Best Meet the Need" process. The purpose of the Physician Work Group is to get ideas on cost containment strategies that could be implemented locally. Malone, after declaring a conflict of interest, expressed concern about creating a drug formulary. Presently medications are not restricted. Costs are controlled by financial eligibility of the clients and monthly caps on the amount each client is allowed to spend. Miertschin agreed with Malone and stated that the current policy provides a safety net with more flexibility than ADAP. Fuentes, Jr. responded that the "policy" is still a working document. The concerns stated have been noted.



Administrative Assessment Committee: No report.

Affected Community Committee: Lesley Lopez-Williams, Chair, made the following reports:

Blue Book Work Group: Title II will be reprinting 5,000 copies of the 2003-04 Blue Book.

October Meeting Time and Location: The committee will hold its October meeting at 7:00 p.m. on Wednesday October 22, 2003 at the Bering Omega Support Group.

Health Fairs: See attached list. McNeese-Ward stated that she liked the written summaries of the results of each health fair.

Operations Committee: Steven Walker, Chair, reported on the following:

New Council Member Orientation: The Orientation went very well. Five of the six new Council members attended.

Computer Availability: Since two of the donated computers have been returned by individuals going off the Council, there will be a lottery-style drawing for the computers. As always, this equipment is available on loan to Council members. Anyone interested is to give their name to Williams.

2004 Elections: Nominations for officers must be submitted to the Planning Council Support staff one week prior to the November Steering Committee meeting. Nominations for officers will be announced at the November Council meeting.

Priority & Allocations Committee: Sahn, Co-Chair announced that unspent funds will be allocated at the October committee meeting. Since the committee did not meet in September, there was nothing further to report.

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

*Report from HIV Services:* Elizabeth Love, HIV Services, HCHD, summarized the attached report. The Minority Capacity Building Program targeting substance abuse providers is waiting for Council approval before it can be RFP'ed.

*Old Business:* None.

#### *New Business*

Report from Title III: Miertschin stated that HRSA has granted a \$50,000 supplemental grant to the Harris County Hospital District (HCHD). This money will go toward the continuation of the "New Faces" Campaign. HCHD has also received a \$100,000 grant for a coordinator position at Thomas Street to develop an Adherence Team.

Spokesperson for Title I to STAGE: Boyle stated that the Bylaws have been completed. STAGE membership is low.

CDC Planning and Prevention Group: Walker stated that the Unity Open House is coming up (see attached flyer).

Mayor's Task Force on HIV/AIDS: McNeese-Ward stated that there will be a Community Forum featuring the Mayoral candidates and other City Council positions, from 6:00 p.m. to 8:00 p.m. on Thursday, October 16, 2003, at the Shrine of the Black Madonna.

JCPC: The next meeting will be at 12:00 p.m. on Wednesday, October 15, 2003.

SCSN: Miertschin stated that Health Planner Hartranft is now an official member of the SCSN Committee. Work is being done on the Provider Survey.

HOPWA: Farrar stated that the HIV/AIDS Funding Workshop is limited to 200 organizations, and these agencies must be 501 c(3) organizations.

*Announcements:* McNeese-Ward stated that the US Conference on AIDS would be in Houston in 2004 (see attached flyer). The Planning Group is in the process of selecting officers and committee chairs and needs help. The next meeting will be at 2:00 p.m. on Friday, November 14, 2003, in the City of Houston Health Department at 1115 South Braeswood.

Judith Lahai-Momoh stated that she was the only representative from Texas at a national meeting in Washington D.C. Testimonies were given. There is a need for funding for African-Americans and immigrants. Stipends should be provided for local reviewers.

*Adjournment: Motion: it was moved and seconded (Fuentes, Jr., Garza, D.) to adjourn the meeting at 12:38 p.m. Motion carried.*

Respectfully submitted,

  
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Victoria Williams, Manager

11-6-03  
Date

Draft Certified by  
Council Chair: 

Date 11-6-03

Final Approval by  
Council Chair: 

Date 11/13/04