

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, April 8, 2004
2223 W. Loop South, Room 416
Houston, Texas 77027

MEMBERS PRESENT	MEMBERS ABSENT	OTHERS PRESENT
Marlene McNeese-Ward, Chair	David Garner, excused	Glenn Taggart, Bering Omega
Gary Ainsworth	Daniel Garza, excused	Ivan Smith
Skeet Boyle, Secretary	Kimberly Griffin, excused	Tom McDevitt, Coalition for the Homeless
Lester Byrd	Hector Guajardo	Robert Taylor, AFH
Paula Downes	Kevin Jackson, excused	Samuel Robinson
Johnetta Evans-Thomas	Priscilla Jenkins-Roberts	Charles Henley, HIV Services
Felicia Farrar	Leonard Kincaid, excused	Laura Valentine, Bering Omega
Tonya Fisher	Lynn King, Jr., excused	Jim Stanley, Health Department
Joe Fuentes, Jr.	Lesley Lopez-Williams, excused	Paz Guerra, Family Services
Veronica Garza	Michael Miller, excused	Susan Green, Family Services
Johnny Harris, Jr.	Joseph Osei-Frimpong	Maurice Peterson
Gretchen Hollingsworth	Yvette Proctor, excused	John Cumming
Albert McKinney	Kimbrae Sanders, excused	Tori Williams, Office of Support
Ken Malone, Vice-Chair	Cathy Troisi, excused	Georgette L. Monaghan, Office of Support
Sylvia Mazique	Bruce Turner, excused	
Nancy Miertschin	Fred Walters, Jr., excused	
Marvin Pruitt	Tracy Wilson, excused	
John Sahn	Torelen Winbush, excused	
Thomas Urban		
Steven Walker		

Call to Order: Marlene McNeese-Ward, Chair, called the meeting to order at 11:40 a.m. by asking for a moment of reflection. A quorum was reached at 12:55 p.m. and all motions were presented and voted on after that time.

Lynn Schultz, the New Solutions vendor, reported on the following for the Needs Assessment: The consumer tool has been finalized. She is working with FUUSA to recruit field teams to secure interviews with out-of-care clients. Fuentes, Jr. stated that HACS has a subcontract with FUUSA through a SAIMSA grant. Does this create a conflict of interest? (Williams checked on this after the meeting and there is no conflict of interest because Title I money is not involved.) Thirty-one people went through the screening process to be a survey administrator by participating in the SCSN training. Some of the individuals will not be used as survey administrators. Clients and providers will be surveyed within the ten county area. Diane Clark from the Office of Support will supervise the "in-care" survey team. This team collects data at specific sites. The Provider Inventory will be mailed next week. Schultz is working with the City Health Department to get the epidemiological data needed for the integrated profile.

Training: Robert's Rules of Order: Steven Walker, Chair, Operations Committee, presented the attached Power Point presentation.

Adoption of the Agenda: *Motion: it was moved and seconded (Fuentes, Jr., Garza, V.) to adopt the agenda. Motion carried.* Abstention: Ainsworth.

Adoption of the Minutes: *Motion: it was moved and seconded (Garza, V., Fuentes, Jr.) to adopt the March 11, 2004 minutes. Motion carried.* Abstention: Ainsworth.

Public Comment: Bob Taylor, AIDS Foundation Houston, Inc. stated that the Council should be careful that deleting a service from Title I does not lead to a service gap. See attached newspaper articles.

Reports from the Committees:

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

CPCDMS Subcommittee: *Motion: The Quality Assurance and Affected Community Committees, as well as the CPCDMS Work Group, recommend that the stage of illness be added to the CPCDMS verification of eligibility screen. Motion carried.* Abstentions: Ainsworth, Fuentes, Jr.

How To Best Meet the Need: Please sign up to participate in the work groups and the training on Wednesday April 14, 2004.

Primary Care/Medication Work Group: The next meeting is at 10:00 a.m. on Wednesday, April 28, 2004

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

2005 Needs Assessment: The process is in sync with the timeline. The consumer survey is being done at the smaller agencies first. Clark will be at all sessions. Thanks were extended to all who have been working so hard on this project.

Texas SCSN Steering Committee Membership: See attached application for a consumer member due May 1, 2004.

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

Physician Work Group: This group will meet soon to looking at a multi-tier system.

ADAP: Fuentes pointed out the attached email forwarded by Henley giving an update from the ADAP Statewide Work Group.

Tentative 2004 Presentation Schedule:

July – Mental Health & Psycho-pharmacology

Aug. – New Testing Technologies

Sept – New & Novel Agents

Nov. – New & Novel Agents in Spanish

2004 Committee Meeting Dates:

10:00 a.m. June 24, 2004

10:00 a.m. September 16, 2004

TBA, December 9, 2004

Committee Vice Chair: Kimberly Griffin is the Vice-Chair.

Administrative Assessment Committee: Joe Fuentes, Jr., Chair, gave the following report:
Public Comment on Subcategory Allocations: See attached memo.

Affected Community Committee: Lesley Lopez-Williams, Chair, reported on the following:
Off-site Committee Meeting Locations: See attached schedule.

Operations Committee: Steven Walker, Chair, gave the following reports:
FY 2004 Planning Council Budget: *Motion: To accept the attached budget that has been revised to address the 14% decrease in the amount of \$76,936 for FY 2004. Motion carried.* Abstention: Ainsworth.

Evaluation of 2004 Orientation: See attached report.

Priority & Allocations Committee: John Sahn, Co-Chair, gave the following report:
Medical Care Coordination Allocations: See attached memo and spreadsheets from HIV Services.

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

Report from HIV Services: Charles Henley, Director HIV Services, Harris County Health Department, summarized the attached report.

Old Business: McNeese-Ward stated that a formal report on the HRSA Conference in North Carolina will be submitted to the Operations Committee.

New Business: Ainsworth requested that the Operations Committee review the rules regarding quorum.

Adjournment: *Motion: it was moved and seconded (McKinney, Mazique) to adjourn the meeting at 12:58 p.m. Motion carried.*


Respectfully submitted,


Victoria Williams, Manager

5/6/04
Date

Draft Certified by
Council Chair: 

Date 5/6/04

Final Approval by
Council Chair: 

Date 5/13/04