

FINAL November 11, 2004

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

11:30 a.m., Thursday, October 14, 2004
2223 W. Loop South, Room 416
Houston, Texas 77027

MEMBERS PRESENT	MEMBERS ABSENT	OTHERS PRESENT
Steven Walker, Chair	Ken Malone, excused	Modelle Brudner
Skeet Boyle, Secretary	Gary Ainsworth	Tammy Garrison, greeter
Lester Byrd	Felicia Farrar, excused	Maurice Peterson, greeter
Paula Downes	Tonya Fisher, excused	Charles Henley, HIV Services
Johnetta Evans-Thomas	Joe Fuentes, Jr.	Kay Kirkland, HIV Services
David Garner	Hector Guajardo	Samuel Robinson
Daniel Garza	Priscilla Jenkins-Roberts	Trent Lavalais
Verónica Garza	Leonard Kincaid, excused	Stephen Locke
Kimberly Griffin	Lynn King, Jr., excused	Mary Lee Johnson
Johnny Harris, Jr.	Marlene McNeese-Ward, excused	Ken Willett
Gretchen Hollingsworth	Michael Miller, excused	Cathy Kirkwood
Kevin Jackson	Marvin Pruitt, excused	Tammy Garrison
Lesley P. Williams	Kimbrae Sanders, excused	Rich Arenschielt
Albert McKinney	Fred Walters, Jr., excused	James Malone
Sylvia Mazique	Tracy Wilson	Ray E. Watts
Nancy Miertschin	Torelen Winbush, excused	Rodney Goodie
Joseph Osei-Frimpong		Katy Caldwell
Yvette Proctor		Janice Roberts
John Sahn		F. Ivan Smith
Bruce Turner		Jerry Morales
Thomas Urban		Mark Kabue
Cathy Wiley		Larry Bryant
		Maurice Peterson
	STAFF PRESENT	Manuel Gil
	Victoria Williams, Ofc. Of Support	John Landry
	Jennifer Kim, Ofc. Of Support	Tom McDevitt, Coalition for the Homeless
	Diane Clark, Ofc. Of Support	Algernon Morehead
		Name Illegible

Call to Order: Walker called the meeting to order at 11:50 a.m.

Appreciating Our External Committee Members: Walker presented certificates of appreciation to the 2004 external committee members.

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

Adoption of the Minutes: *Motion: it was moved and seconded (Williams, Jackson) to approve the September 16, 2004 minutes. **Motion carried.*** Abstentions: Proctor.

Public Comment: See attached email from Goodie.

Reports from the Committees: (see the attached chart at the end of the minutes for individual voting information):

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

Standards of Care and Outcome Measures: Work Group meetings are scheduled from October 19 – November 9, 2004. (See attached schedule.) Please sign-up with Monaghan to participate.

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

2005 Needs Assessment: The second draft of the Needs Assessment report will be available for proofreading on Friday, October 29, 2004 The meeting to critique the document will be at 2:30 p.m. on Monday, November 15, 2004. The NAG meeting for November has been cancelled.

Advances in Meds/Treatments: John Sahm, made the following reports:

Physician Work Group: The workgroup met on October 1, 2004 but attendance was very low. Discussion was good regarding the possible adoption of a Title I drug formulary. This is no longer an urgent issue but it still needs to be addressed.

Presentation at the Center for AIDS: Bernie Vasquez will be hosting a presentation tonight at 6 pm entitled: New HIV Treatments. The presentation will be repeated in Spanish on November 4, 2004.

Administrative Assessment Committee: John Sahm, made the following reports:

Analysis of Service Delivery System: Steve Hartranft presented findings from his research on missed appointments at an HIV Dental Clinic (See attached report). He concluded that there is no significant variable to determine why clients miss appointments.

Reports from the Administrative Agent: The Council reviewed and discussed the following:

- FY 2004 Service Utilization Report
- FY 2004 Procurement Report
- FY 2004 Service Utilization Report – New Clients Only

Affected Community Committee: Lesley P. Williams, Chair, reported on the following:

2004 Committee Meeting Locations: See attached schedule. The next meeting is October 25, 2004 at 12:30 p.m. in the Office of Support, Suite 240.

2004 World AIDS Day Events: See Monaghan if you wish to participate in any of the 2004 World AIDS Day events scheduled for December 1, 2004.

Williams thanked the greeters and external members for their hard work.

Operations Committee: No report.

Priority & Allocations Committee: No report. Sahm stated that the committee will be meeting on October 28, 2004. All are invited to attend and see how the committee works. Garza added that public comment is always welcome.

Report from Office of Support: Tori Williams, Manager, summarized the attached report. She added that she, Walker and Kim attended a Texas Department of State Health Services (DSHS) all-titles meeting. The meeting was well attended and informative.

Report from HIV Services: Charles Henley, Director, summarized the attached report.

Communication Ad Hoc Committee: Kevin Jackson, Chair, stated that the attached letter was sent in draft format to the Affected Community and Steering Committees for review and approval. Sahm and Williams, T. presented four suggestions made by Ainsworth via email. Jackson accepted two of Ainsworth's suggestions (the addition of the main telephone number for United Way and adding "for the Ryan White Planning Council" after Office of Support in the last paragraph) as a friendly amendment to the motion. *Motion: To approve the attached letter from the Council to consumers and the distribution plan. Motion carried.* Walker thanked Jackson for chairing the work group. He also thanked the work group members for completing the task in such a short time.

New Business – Updates from:

Title II and III: Proctor stated that she also attended the DSHS meeting in Austin. The priority setting and allocation process for Title II and III will take place on Monday, October 18, 2004 for Houston, October 19, 2004 for Galveston and October 20, 2004 for Beaumont.

STAGE: New officers were elected at their last meeting. Johnny Shelton is the new chair, Bill Anderson is the vice chair and Miertschin is the secretary. Changes were made to the bylaws addressing conflict of interest. Standards of Care were approved for transportation. The membership and bylaws committees were merged last year and Jackson has been elected to chair the new committee. New consumer members include Boyle. Turner is the new representative from Title I to STAGE. Walker thanked Boyle for representing Title I to STAGE for the past year.

CDC Planning and Prevention Group: Walker stated that the second SCALE conference will be held on November 16, 2004 at the Holiday Inn Select on Highway 59. More information will be release soon, including the online registration form. There was an organizational meeting to work on the agenda. The focus of the meeting is on collaboration and coordination of services among the titles, prevention and care. Efforts are being made to include significantly more consumers this year.

ADAP: Miertschin stated that the budget projections are in the attached packet. There have been requests for additions to the formulary that have been tabled. A physician work group is being established to look at the whole formulary and see if it needs further restructuring. There are 16 people on the waiting list for Fuzeon because the turnover has been so low.

Legislative Issues: Walker encouraged members to closely watch the CARE Act reauthorization process and to utilize the role of public citizen to educate elected officials on the importance of reauthorizing the CARE Act.

Mayor's Task Force on HIV/AIDS: Bryant state that a one-day retreat was held. Walker stated that a new State of Emergency plan is being drafted which includes specific, actionable items in response to goals and objectives established at the retreat. Bryant created their new logo.

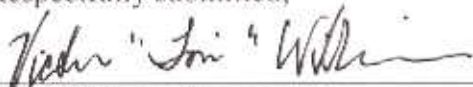
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SCSN: Miertschin reported that the statement of need has been completed and submitted to HRSA. The next meeting is in two weeks where the topic of discussion will be the future role of the SCSN committee.

Announcements: Garza stated that October 15th is Latino AIDS Awareness Day. Montrose Clinic will provide Orasure testing. A list of events is available. See Garza or V. Williams for a copy of the list. Boyle stated that his 13 year-old daughter was just approved to take the ACT and will be going to Duke University this summer if she ranks high enough on the test. Walker stated that the World AIDS Day Proclamation would be presented to the Council at Commissioner's Court on November 23, 2004. Walker asked that all committee chairs attend if possible. If anyone else would like to attend, please let V. Williams know. Brudner asked that members be there by 9:30 a.m. Wiley stated that the city of Houston Unity Conference would be on October 28, 2004 at the Third Ward Multi-Service Center. Call the City of Houston Health Department for more information. Boyle added that volunteers are need to staff the Council booth at the Unity Conference. Contact Monaghan if you can attend.

Adjournment: *Motion: it was moved and seconded (Jackson, Boyle) to adjourn the meeting at 12:50 p.m. Motion carried.*

Respectfully submitted,



Tori Williams, Manager

10/09/04
Date

Draft Certified by
Council Chair: 

Date 11/04/04

Final Approval by
Council Chair: 

Date 11/11/04

Scribe: Clark

2004 Council Meeting Voting Record for Meeting Date: October 14, 2004

				Motion 1 Carried								Motion 1 Carried					
MEMBERS		ABSENT	YES	NO	ABSTAIN	MEMBERS		ABSENT	YES	NO	ABSTAIN	MEMBERS		ABSENT	YES	NO	ABSTAIN
Gary Ainsworth		x				Lesley Lopez-Williams			X								
Skeet Boyle			X			Albert McKinney			X								
Lester Byrd			X			Marlene McNeese-Ward	x										
Paula Downes			X			Ken Malone	x										
Johnetta Evans-Thomas			X			Sylvia Mazique			X								
Tonya Fisher		x				Nancy Miertschin			X								
Felicia Farrar		x				Michael Miller	x										
Joe Fuentes, Jr.		x				Joseph Osei-Frimpong			X								
David Garner			X			Yvette Proctor			X								
Daniel Garza			X			Marvin Pruitt	x										
Verónica Garza			X			John Sahn			X								
Kimberly Griffin			X			Kimberly Sanders	x										
Hector Guajardo		x				Bruce Turner			X								
Johnny Harris, Jr.			X			Thomas Urban			X								
Gretchen Hollingsworth			X			Cathy Wiley			X								
Kevin Jackson			X			Steve Walker-Chair					C						
Priscilla Jenkins-Roberts		x				Fred Walters, Jr.	x										
Leonard Kincaid		x				Tracy Wilson	x										
Lynn King, Jr.		x				Torelen Winbush	x										