

Council Approved 13, 2007

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, August 9, 2007
Meeting Location: 2223 W. Loop South, Room 416
Houston, Texas 77027

MEMBERS PRESENT	MEMBERS ABSENT	OTHERS PRESENT
Bruce Tuner, Chair	Fide Cisnero	Lynne Baker, GlaxoSmithKline
Ken Malone, Vice-Chair	Paula Downes, excused	Kym King, Bering Omega Community Services
David Watson, Secretary	Thomas Giordano, excused	Modelle Brudner, Interested Community Member
Burton Bagby	LaQuoiya Graham, excused	
Jacquelyn Baldwin	Michael Miller, excused	HIV Services:
David Bartholomew	Shannon Prudhomme, excused	Charles Henley
David Benson	Patrick Richoux, excused	Carin Martin
Tonya Fisher	Cecilia Smith	
David Garner	Steven Vargas, excused	Office of Support
Tammy Garrison	Cathy Wiley, excused	Tori Williams
Yvette Garvin		Georgette L. Monaghan
Eddie Givens		
Dena Gray		
Kimberly Griffin		
Terry Hobbs		
Kevin Jackson		
Asia Johnson		
Melvin Johnson		
Kenya Kimble		
Marco Mata		
Askari Naqvi		
Samuel Robinson IV		
Pete Rodriguez		
Aashish Shah		
Jerry Shelton		
Glenn Taggart		
John Tuttle		
David Watson		

See the attached chart at the end of the minutes for individual voting information.

Council Training: HIV and Tuberculosis, presented by Ted Misselbeck and Johnny Harris, Houston Department of Health & Human Services. See the attached information.

Call to Order: Bruce Turner, Chair, Ryan White Planning Council, called the meeting to order at 11:34 a.m. by asking for a moment of reflection.

Adoption of the Agenda: **Motion #1:** *it was moved and seconded (Givens, Bagby) to adopt the agenda. Motion carried.*

Adoption of the Minutes: **Motion #2:** *it was moved and seconded (Garner, Jackson) to adopt the July 12, 2007 minutes. Motion carried.* Abstentions: Kimble, Gray, Taggart.

Public Comment: Lynne Baker, GlaxoSmithKline, stated that her company has developed several new medications which are on the cutting edge of research and proving to be very effective.

Reports from Committees:

Quality Assurance Committee: Samuel Robinson, Co-Chair, reported on the following:

Reporting Frequency for Outcome Measures: See the attached email which states that the Council will now receive Outcome Measure Reports bi-annually as opposed to quarterly.

Reports from HIV Services: See the attached:

- FY 2007 Part A Procurement Report – revised 07/10/07
- FY 2007 Part A Service Utilization Report – 1st Quarter
- FY 2007 Part A WICY Report – 1st Quarter
- FY 2007 Part A Administrative Cost Report – 1st Quarter

Assessment of the Administrative Mechanism Report: **Motion #3:** *Based on the results of the 2007 Assessment of the Administrative Mechanism Report, no action is required. Motion carried.*

Quarterly Committee Report: See the attached report.

Comprehensive HIV Planning Committee: Williams gave the following reports:

Update on the 2008 HIV/AIDS Needs Assessment: Data collection is going very well, but it is taking the staff longer than expected to find people who are out of care. Therefore, the staff is dedicating the month of August to continuing their efforts to find those who are out of care and conduct focus groups. Staff is also networking with the Mentor Program at Thomas Street Clinic and Project LEAP. Provider surveys are coming in slowly. If anyone would like to help the staff make calls to agencies, please see Diane Beck in the Office of Support. The next committee meeting is scheduled for Thursday, September 20, 2007.

Affected Community Committee: John Tuttle, Co-Chair, reported on the following:

Meeting at Bering Support Network: The potluck dinner was good and the committee was well received.

Operations Committee: David Bartholomew, Chair, gave the following report:

The committee continues to interview Council applicants and review and update Council bylaws, policies and procedures. The updated bylaws and policies will be reviewed by the committee one more time before being sent to the Steering Committee in October. The committee has also reviewed attendance records and will be contacting those who have had poor attendance in 2007.

Priority & Allocations Committee: Tammy Garrison, Co-Chair, gave the following reports:

FY 2007 Part A Allocation Increases: **Motion #4:** *To increase funding to the service categories indicated and in the amounts recommended on the attached list. Motion carried.* Abstentions: Rodriguez, Malone, Benson, Watson, Gray, Shah, Garvin.

Quarterly Committee Report: See the attached.

Report from Office of Support: Tori Williams, Manager, summarized the attached report. Kim stated that the staff has surveyed approximately 700 consumers for the needs assessment. The staff and workgroup members are trying to reach out of care individuals by distributing flyers anywhere and everywhere. Special thanks go to E. Givens who put flyers in a number of places throughout Montrose. Gray asked if the housing insert could become a permanent part of the Blue Book. Williams responded that this decision will be made by the Affected Community Committee in the fall since they work with D. Beck to design the book. Gray responded that IOPWA might be able to contribute funds toward publishing the Blue Book. Williams stated that the Project LEAP students will be in attendance at the September 13, 2007 Council meeting.

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

New Business:

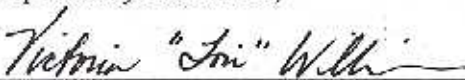
Report from Ryan White Parts B, C Rural and D: Garvin briefly summarized the attached report.

Ryan White Part F SPNS: Henley stated that enrollment in the SPNS Project continues to grow; currently there are nine participants with the goal of enrolling twenty out of care youths. This research project is a collaborative effort between the City of Houston, the Hospital District and Baylor College of Medicine.

Announcements: Tuttle thanked C. Bagby and his church for their donation of food to the Thomas Street Food Project.

Adjournment: **Motion #5:** *it was moved and seconded (Fisher, Garner) to adjourn the meeting at 12:34 p.m. Motion carried.*

Respectfully submitted,


Victoria Williams, Manager

9/6/07
Date

Draft Certified by
Council Chair: 

9/6/07
Date

Final Approval by
Council Chair: Ken Malone

9/13/07
Date

JA = Just arrived at meeting
 LR = Left room temporarily
 LM = Left the meeting
 C = Chair of the meeting

2007 Council Meeting Voting Record for Meeting Date: 8-16-07

	Motion #1	Agenda	Carried	Motion #2	Minutes	Carried	Motion #3	QA-AA	Carried		Motion #1	Agenda	Carried	Motion #2	Minutes	Carried	Motion #3	QA-AA	Carried		Motion #1	Agenda	Carried	Motion #2	Minutes	Carried	Motion #3	QA-AA	Carried		
MEMBERS	ABSENT	YES	NO	ABSTAIN	YES	NO	ABSTAIN	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	YES	NO	ABSTAIN	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN
David Benson		X			X			X				X			X			X					X						X		
C. Burton Bagby, 11:40		X			X			X				X			X			X					X						X		
Jacquelyn Baldwin		X			X			X				X			X			X					X						X		
David Bartholomew III		X			X			X				X			X			X					X						X		
Tonya Fisher, 11:54		X			X			X				X			X			X					X						X		
David Garner		X			X			X				X			X			X					X						X		
Tammy Garrison		X			X			X				X			X			X					X						X		
Yvette Garvin, 11:44		X			X			X				X			X			X					X						X		
Eddie Givens		X			X			X				X			X			X					X						X		
Dena Gray, 11:50		X			X		X	X				X			X			X					X						X		
Kimberly Griffin, 11:54		X			X			X				X			X			X					X						X		
Terry Hobbs		X			X			X				X			X			X					X						X		
Kevin Jackson, 12:20lm		X			X			X				X			X			X					X						X		
Asia Johnson		X			X			X				X			X			X					X						X		
Melvin Johnson		X			X			X				X			X			X					X						X		
Kenya Kimble		X			X			X				X			X			X					X						X		
Ken Malone		X			X			X				X			X			X					X						X		
Marco Mata, 12:02	X							X				X						X					X						X		
Askari Naqvi, 11:55	X							X				X						X					X						X		

2007 Council Meeting Voting Record for Meeting Date: 8-16-07

MEMBERS	Motion #4	PA-Part A	Carried	Abstain	Motion #5	Adjourn	Carried	Abstain	Motion #4	PA-Part A	Carried	Abstain	Motion #5	Adjourn	Carried
David Benson				X		X		X		X		X		X	
C. Burton Bagby, 11:40	X					X						X		X	
Jacquelyn Baldwin	X					X						X		X	
David Bartholomew III	X					X				X				X	
Tonya Fisher, 11:54	X					X				X				X	
David Garner	X					X				X				X	
Tammy Garrison	X					X				X				X	
Yvette Garvin, 11:44	X			X		X				X		X		X	
Eddie Givens	X					X									
Dena Gray, 11:50				X		X							X		
Kimberly Griffin, 11:54	X					X			X				X		
Terry Hobbs	X					X			X				X		
Kevin Jackson, 12:20lm	X				X				X				X		
Asia Johnson	X					X			X				X		
Melvin Johnson	X					X			X				X		
Kenya Kimble	X					X			X				X		
Ken Malone				X		X			X				X		
Marco Mata, 12:02	X					X			X				X		
Askari Naqvi, 11:55	X					X			X				X		