

**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, November 11, 2010

Meeting Location: City of Houston Braeswood Medical Center Building

1115 S. Braeswood, Houston, Texas 77030

MEMBERS PRESENT	MEMBERS ABSENT	EXTERNAL MEMBERS
Cecilia Smith-Ross, Chair	Claudine Alexandre-McGill	Ruth Atkinson
Pete Rodriguez, Vice-Chair	Jackie Baldwin, excused	Jeff Benavides
John Tuttle, Secretary	Ben Barnett, excused	Skeet Boyle
Sherifat Akorede	David Benson	Elia Chino
Roland Amboree	Keith Bynam, excused	Natalie Holmes
Paula Downes	David Garner, excused	Danielle Houston
Jerry Garza	Tammy Garrison, excused	Ken Malone
Eddie Givens	Morénike Giwa, excused	Kalvin Marshall
Linda Hollins,	Gabriel Gonzalez, excused	Kevin Moore
Melvin Johnson	Dena Gray, excused	Teresa Presley
Billie Lackins	Terry Hobbs, excused	Steve Schurmann
Januari Leo	Sheron Jackson, excused	Amana Turner
Ernesto Macias	Sammie Johnson, excused	Bruce Turner
Patrick Martin	J. Hoxi Jones, excused	David Watson
Osaro Mgbere	Venita Ray, excused	Maxine Young
Greg Monk	Ryan Rushing, excused	
Ruben Rosas	Glenn Taggart, excused	STAFF PRESENT
Josie Salazar	Eric Twombly, excused	<i>Ryan White Grant Administration</i>
Steven Vargas		Charles Henley
	OTHERS PRESENT	<i>Office of Support</i>
	Amanda Brown	Tori Williams
	Chevonne Potter, BOCS	Georgette L. Monaghan

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

Call to Order: Cecilia Smith-Ross, Chair, Ryan White Planning Council, called the meeting to order at 12 noon and asked for a moment of reflection and special time to remember the recent passing of external member Gilbert Garcia as well as those who have served our country in the armed forces. Also a special thanks for Akorede and Mgbere for being present and making sure that the building was open for the meeting today even though it is a City holiday.

External Committee Member Appreciation: the Chair of the Council presented appreciation certificates to the following external committee members: Atkinson, Benavides, Boyle, Chino, Holmes, Houston, Malone, Marshall, Moore, Presley, Schurmann, Smith, A. Turner, B. Turner, Watson and Young.

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

Adoption of the Minutes: **Motion #2**: *it was moved and seconded (Johnson, Monk) to adopt the October 14, 2010 minutes. **Motion carried.*** Abstentions: Downes, Garza, Givens, Lackins, Martin, Salazar.

Public Comment: Amanda Brown, student at the School of Public Health, stated that she is observing the Planning Council meeting as part of a class project.

Chevonne Potter, Bering Omega Community Services, summarized the information on the attached handout which describes the Bering Omega Day Treatment Center.

Reports from Committees:

Ad Hoc Strategy Committee: Steven Vargas, Co-Chair, gave the following report:

In October, the committee developed educational goals and a plan for creating an inventory of services. The next committee meeting is at 2 p.m. on November 15, 2010.

Quality Assurance Committee: No report.

Comprehensive HIV Planning Committee: Steven Vargas, Co-Chair, gave the following report:

2011 Houston Area HIV Needs Assessment: See the attached preliminary information from the needs assessment data and the timeline of activities. Individuals who are interested in participating in this interesting project are encouraged to see Diane Beck to receive meeting reminders.

Affected Community Committee: 2011 Health Living with HIV Event: Lackins stated that the event planning committee met in October to walk through Ripley House, the event location.

Town Hall Meetings: Givens stated that the Committee has agreed to dedicate its December 15, 2010 meeting to being a dress rehearsal for the Town Hall meetings. All are welcome to attend. The meeting starts at 11:00 a.m. and will be in room 101.

Operations Committee: Ruben Rosas, Co-Chair, gave the following reports:

Slate of Nominations for the 2011 Officers: **Motion #3**: *To accept the attached slate of nominees for 2011 Officers for the Ryan White Planning Council.* Discussion: Nominations are now closed. Further nominations can be made at the December 9, 2010 Council meeting. **Motion Carried.**

Memorandum of Understanding: **Motion #4**: *To keep the Memorandum of Understanding between the CEO, Planning Council, Office of Support and Part A Administrative Agency as is and to review it again in 2011.* **Motion Carried.** Abstention: Martin.

Please note the following important dates in 2011:

- Mentor/Mentee Luncheon – Tuesday, January 11, 2011
- All Day Council Orientation – Thursday, January 20, 2011

Quarterly Committee Report: See the attached report.

Priority and Allocations Committee: Greg Monk, Co-Chair, gave the following reports:

FY 2010 Ryan White Part A Unspent Funds: ***Motion #5:*** *To approve the attached recommendations for allocation increases from FY 2010 Ryan White Part A funds. **Motion Carried.*** Abstentions: Rodriguez, Garza, Mgbere, Martin, Salazar, Macias.

FY 2010 Ryan White Part A Carryover Funds: ***Motion #6:*** *If there are FY 2010 Ryan White Part A carryover funds, it is the intent of the committee to recommend allocating up to \$500,000 of these funds to Outpatient/Ambulatory Primary Medical Care. **Motion Carried.*** Abstentions: Akorede, Martin, Mgbere, Rodriguez, Macias.

FY 2010 RW Part A Unspent Funds: ***Motion #7:*** *In the final quarter of the FY 2010 Ryan White Part A grant year, after implementing the Council-approved October reallocation of unspent funds and utilizing the existing 10% reallocation rule to the extent feasible, Ryan White Grant Administration (RWGA) may reallocate any remaining unspent funds as necessary to ensure the Houston EMA has less than 2% unspent Formula funds and no unspent Supplemental funds. RWGA must inform the Council of these shifts no later than the next scheduled Ryan White Planning Council Steering Committee meeting. **Motion Carried.*** Abstentions: Akorede, Martin, Mgbere, Rodriguez, Macias.

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

Report from Ryan White Grants Administration: Charles Henley, Manager, Ryan White Grant Administration (RWGA), Harris County Public Health and Environmental Services, summarized the attached report. Henley added that the first six months there have been 5,300 unduplicated clients, of which 804 were new clients. RWGA has added a new performance measure which will look at the capacity of making an appointment at a Ryan White funded primary care agency within 15 days.

Report from the Part B and State Services Administrative Agent: Patrick Martin, Program Development Director, The Houston Regional HIV/AIDS Resource Group summarized the attached report. Martin added that more rural agencies are applying for Ryan White funding.

New Business:

HOPWA /Advisory Task Force, City Housing Department: John Tuttle stated that two Town Hall meetings were held. The next Task Force meeting is on November 16, 2010.

Latino Task Force on HIV/AIDS: Steven Vargas stated that they hosted several AIDS Awareness events. However, testing was down 50%. It appears as if members of the Hispanic community are afraid of the government around immigration issues. Vargas thanked the Council for holding the Living Healthy with HIV event at the Ripley House next February 5, 2011.

HIP HOP for HIV Awareness Event: Ruben Rosas thanked those that volunteered to help with the Hip Hop for AIDS Awareness event. See the attached flyer describing a volunteer appreciation get together next week.

Incarcerated: Patrick Martin stated that the Serving the Recently Released (SIRR) meetings continue to go well. Martin thanked Vargas for helping to get AAMA back in the group. The December network meeting will feature the MHMRA staff who work in the jail system. In 2011, meeting times and dates will stay the same, namely, the fourth Wednesday of every month at 9:00 a.m.

M-PACT: Ruben Rosas stated that M-PACT is joining Bee Busy, Inc. for a fundraiser for the Youth Task Force.

Adjournment: Motion #8: it was moved and seconded (Monk, Mgbere) to adjourn the meeting at 12:55 p.m.
Motion carried.

Respectfully submitted,

Victoria "Tori" Wilh
Victoria Williams, Manager

12-02-10
Date

Draft Certified by
Council Chair: Cecilia I Ross

Date 12-02-10

Final Approval by
Council Chair: Cecilia I Ross

Date 12-09-10

Council Approved 12/09/10

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

	Motion #1				Motion #2				Motion #3					Motion #1				Motion #2				Motion #3				
	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN		ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	
MEMBERS													MEMBERS													
Sherifat Akorede		X				X				X			Melvin Johnson		X				X				X			
Claudine Alexandre-McGill	X												Sammie Johnson	X												
Roland Amboree		X				X				X			J. Hoxi Jones	X												
Jackie Baldwin	X												Billie Lackins		X						X		X			
Ben Barnett	X												Januari Leo		X				X				X			
David Benson	X												Ernesto Macias		X				X				X			
Keith Bynam	X												Patrick Martin		X						X		X			
Paula Downes		X					X			X			Osaro Mgbere		X				X				X			
David Garner	X												Greg Monk		X				X				X			
Tammy Garrison	X												Venita Ray	X												
Jerry Garza		X					X			X			Pete Rodriguez		X				X				X			
Eddie Givens		X					X			X			Ruben Rosas		X				X				X			
Morénike Giwa	X												Ryan Rushing	X												
Gabriel Gonzalez	X												Josie Salazar				X				X		X			
Dena Gray	X												Cecilia Smith-Ross				C				C				C	
Terry Hobbs	X												Glenn Taggart	X												
Linda Hollins		X				X				X			John Tuttle		X				X				X			
Sheron Jackson	X												Eric Twombly	X												
													Steven Vargas		X				X				X			

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	Motion #4				Motion #5				Motion #6					Motion #4				Motion #5				Motion #6				
	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN		ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	
MEMBERS														MEMBERS												
Sherifat Akorede		X						X				X		Melvin Johnson		X					X					
Claudine Alexandre-McGill	X													Sammie Johnson	X											
Roland Amboree		X				X				X				J. Hoxi Jones	X											
Jackie Baldwin	X													Billie Lackins		X				X				X		
Ben Barnett	X													Januari Leo		X				X				X		
David Benson	X													Ernesto Macias		X						X				X
Keith Bynam	X													Patrick Martin				X				X				X
Paula Downes		X				X				X				Osaro Mgbere		X						X				X
David Garner	X													Greg Monk		X				X				X		
Tammy Garrison	X													Venita Ray	X											
Jerry Garza					X	X				X				Pete Rodriguez				X				X				X
Eddie Givens		X				X				X				Ruben Rosas		X				X				X		
Morénike Giwa	X													Ryan Rushing	X											
Gabriel Gonzalez	X													Josie Salazar		X						X		X		
Dena Gray	X													Cecilia Smith-Ross				C				C				C
Terry Hobbs	X													Glenn Taggart	X											
Linda Hollins		X				X				X				John Tuttle		X				X				X		
Sheron Jackson	X													Eric Twombly	X											
														Steven Vargas		X				X				X		

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	Motion #7				Motion #8									Motion #7				Motion #8							
MEMBERS	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	MEMBERS	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN
Sherifat Akorede				X		X							Melvin Johnson		X				X						
Claudine Alexandre-McGill	X												Sammie Johnson	X											
Roland Amboree		X				X							J. Hoxi Jones	X											
Jackie Baldwin	X												Billie Lackins		X				X						
Ben Barnett	X												Januari Leo		X				X						
David Benson	X												Ernesto Macias				X		X						
Keith Bynam	X												Patrick Martin				X		X						
Paula Downes		X				X							Osaro Mgbere				X		X						
David Garner	X												Greg Monk		X				X						
Tammy Garrison	X												Venita Ray	X											
Jerry Garza		X				X							Pete Rodriguez				X		X						
Eddie Givens		X				X							Ruben Rosas		X				X						
Morénike Giwa	X												Ryan Rushing	X											
Gabriel Gonzalez	X												Josie Salazar		X				X						
Dena Gray	X												Cecilia Smith-Ross				C				C				C
Terry Hobbs	X												Glenn Taggart	X											
Linda Hollins		X				X							John Tuttle		X				X						
Sheron Jackson	X												Eric Twombly	X											
													Steven Vargas		X				X						