

Council Approved April 10, 2014

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

12 noon, Thursday, March 13, 2014

Meeting Location: 2223 W. Loop South, Room 416

Houston, Texas 77027

MEMBERS PRESENT	MEMBERS PRESENT	OTHERS PRESENT
Herman Finley, Vice-Chair	Shital Patel	Modelle Brudner, <i>Liaison for County Judge</i>
Leslie Raneri, Secretary	Teresa Pruitt	<i>Emmett</i>
Ruth Atkinson	Cecilia Ross	Morenike Giwa
Melody Barr	C. Bruce Turner	Ramiro Hernandez
Michael Bass	Nadine Wallace	Camden Hallmark, City of Houston (COH)
Curtis Bellard	David Watson	Marlene McNeese, COH
David Benson	Larry Woods	Bret Cump, AFH
Skeet Boyle	MEMBERS ABSENT	
Bianca Burley	Steven Vargas, Chair	
Amber David	Roland Amboree	STAFF PRESENT
Rene de Buenrostro	Burnest Carter, excused	<i>Ryan White Grant Administration</i>
Chris Escalante	Ella Collins-Nelson	Charles Henley
Gene Ethridge	Evelio Salinas Escamilla, excused	Heather Keizman
Tracy Gorden	Jerry Garza	Carin Martin
Paul Grunenwald	Gabriel Gonzalez, excused	
Connie Harris	Nelson Lopez, excused	<i>The Resource Group</i>
J. Hoxi Jones	Kevin Moore, excused	Sha'Terra Johnson-Fairley
Peta-gay Ledbetter	Terrence Redix	
Januari Leo	Eric Twombly, excused	<i>Office of Support</i>
Nancy Miertschin	Tamika White	Tori Williams
Greg Monk	Lena Williams-Ellis	Georgette L. Monaghan

See attached chart for individual voting information

Call to Order: Herman Finley, Vice Chair, called the meeting to order at 12:10 p.m. and asked for a moment of reflection.

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

Adoption of the Minutes: **Motion #2**: *it was moved and seconded (Turner, Watson) to adopt the February 13, 2014 minutes. Motion carried. See attached voting chart for abstentions.*

Training: Highlights from the *2014 HIV/AIDS*: Jennifer Hadayia, MPA, Public Health Analyst, HCPHES, presented the attached Power Point presentation entitled *Needs Assessment* and the *2014 Epidemiologic Supplement for HIV/AIDS Prevention & Care Services Planning*.

Public Comments and Announcements: None.

Reports from Committees:

Comprehensive HIV Planning Committee: Nancy Miertschin, Co-Chair, reported on the following:
2014 HIV/AIDS Needs Assessment: ***Motion #3:*** *Approve the attached 2014 Houston Area HIV/AIDS Needs Assessment. Motion carried unanimously.* Miertschin stated that it has been a pleasure for her to help with these needs assessments over the past 20 years.

2014 Epidemiologic Supplement for HIV/AIDS Prevention and Care Services Planning: ***Motion #4:*** *Approve the attached update to the 2013 Houston Area Integrated Epidemiologic Report Profile for HIV/AIDS Prevention and Care Services Planning with the understanding that one sentence on page 3 of the document will be reviewed and possibly amended. The Comprehensive HIV Planning Committee will be tasked with reviewing and finalizing the one sentence in question. Motion carried unanimously.*

Finley and Miertschin thanked Jennifer Hadayia, former Health Planner for the Office of Support, for her important work with the Planning Council for the past 2 ½ years. They presented her with a gift of appreciation from the Council.

2014 Comprehensive HIV Planning Timetable: See the attached Committee Milestones Timeline, January through June 2014. Please note that the Comprehensive HIV Plan Year 2 Evaluation meeting has been postponed until April or May so that the new Health Planner for the Office of Support will be available to participate.

Affected Community Committee: Gene Ethridge, Co-Chair, reported on the following:
February Committee Training: The Committee reviewed the purpose of the Planning Council, the role of members when participating in Health Fairs and the purpose of Public Hearings.

Quality Assurance Committee: Cecilia Ross, Co-Chair, gave the following reports:
FY 2015 How To Best Meet the Need Justification Chart: ***Motion #5:*** *Approve the attached How To Best Meet the Need Justification Chart for the FY 2015 Service Categories. Motion carried unanimously.*

Reports from the Ryan White Administration - Part A: See the attached reports:

- FY 2012 MAI Annual Report Narrative
- FY 2013 Mid-Year Outcomes Reports

Committee Meeting Time and Dates: The Committee has changed its meeting start time to 11 am instead of 11:30 am. Meetings will be held on the second Thursday of the month.

Priority and Allocations Committee: Bruce Turner, Co-Chair, reported on the following:
FY 2015 Guiding Principles and Criteria: ***Motion #6:*** *Approve the attached FY 2015 Guiding Principles and Decision Making Criteria. Motion carried unanimously.*

FY 2015 Priority Setting Process: ***Motion #7:*** *Approve the attached FY 2015 Priority Setting Process. Motion carried unanimously.*

FY 2014 Policy for Addressing Unobligated and Carryover Funds: ***Motion #8:*** *Approve the attached*

FY 2014 Policy for Addressing Unobligated and Carryover Funds. **Motion carried unanimously.**

Operations Committee: David Watson, Co-Chair, gave the following reports:
2014 Council Orientation: See the attached 2014 Council Orientation Evaluation Results.

Statement of Confidentiality: The Chair of the Planning Council and all members of the Operations Committee have signed the Operations Committee Member Statement of Confidentiality.

Report from The Resource Group: Sha'Terra Johnson-Fairley, Health Planner, The Resource Group, summarized the attached report.

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

Report from Ryan White Grant Administration: Charles Henley, Manager, summarized the attached report. Henley stated that the reports have the budget figures needed for the FY 2015 Priority and Allocations process.

The final portion of the meeting was dedicated to honoring Charles Henley for his 23 years of dedicated service to the Ryan White Program in Houston. Former Council Chairs Marlene McNeese, Morenike Giwa, Cecilia Ross and C. Bruce Turner introduced themselves and extended congratulations to Henley on his well deserved retirement. Former Council Chair Steve Walker and present Council Chair Steven Vargas sent their good wishes via video since they could not be in Houston for the meeting. Brudner presented Henley with a Proclamation from County Judge Ed Emmett. And finally, the Council presented Henley with a silver, engraved frame which contained the following text:

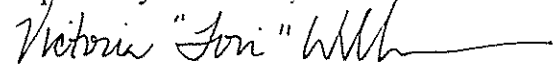
March 13, 2014

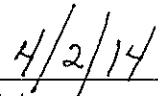
CHARLES HENLEY


Given by the Ryan White Planning Council
With appreciation and recognition for his 23 years of
Dedicated service
To all people living with HIV/AIDS in Houston, Texas,
On behalf of the thousands of lives saved, and
in memory of those we have lost.
Thank you

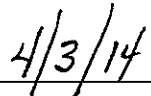
Adjournment: The meeting was adjourned at 1:40 p.m.


Respectfully submitted,

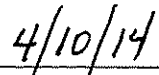

Victoria Williams, Manager


Date

Draft Certified by
Council Chair: 

Date 

Final Approval by
Council Chair: 

Date 

Council Voting Records for March 13, 2014

C = Chair of the meeting LM = Left the meeting LR= Left the room									Motion #1	Agenda	Carried	Motion #2	Minutes	Carried		
MEMBERS	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN
Herman Finley, Vice-Chair				C				C	Teresa Pruitt	X						X
Leslie Raneri, Secretary		X							Cecilia Ross	X				X		
Ruth Atkinson		X							C. Bruce Turner	X				X		
Michael Bass, 12:16	X				X				Nadine Wallace	X				X		
Curtis Bellard		X							David Watson	X				X		
David Benson		X							Larry Woods	X				X		
Skeet Boyle		X					X									
Bianca Burley		X							MEMBERS ABSENT							
Amber David		X							Steven Vargas, Chair							
Rene de Buenrostro		X							Roland Amboree							
Chris Escalante		X							Burnest Carter							
Gene Ethridge		X							Ella Collins-Nelson							
Tracy Gorden		X							Evelio Salinas Escamilla							
Paul Grunenwald		X					X		Jerry Garza							
Connie Harris		X							Gabriel Gonzalez							
J. Hoxi Jones		X							Nelson Lopez							
Peta-gay Ledbetter, 12:12	X				X				Kevin Moore							
Januari Leo		X					X		Terrence Redix							
Nancy Miertschin		X							Eric Twombly							
Greg Monk		X					X		Tamika White							
Shital Patel		X							Lena Williams-Ellis							

MEMBERS	Motion #3			Motion #4				Motion #3			Motion #4				
	ABSENT	YES	NO	ABSTAIN	ABSENT	YES		NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN		
Herman Finley, Vice-Chair				C			C	Teresa Pruitt	X				X		
Leslie Raneri, Secretary		X				X		Cecilia Ross	X				X		
Ruth Atkinson		X				X		C. Bruce Turner	X				X		
Michael Bass, 12:16		X				X		Nadine Wallace	X				X		
Curtis Bellard		X				X		David Watson	X				X		
David Benson		X				X		Larry Woods	X				X		
Skeet Boyle		X				X									
Bianca Burley		X				X		MEMBERS ABSENT							
Amber David		X				X		Steven Vargas, Chair							
Rene de Buenrostro		X				X		Roland Amboree							
Chris Escalante		X				X		Burnest Carter							
Gene Ethridge		X				X		Ella Collins-Nelson							
Tracy Gorden		X				X		Evelio Salinas Escamilla							
Paul Grunenwald		X				X		Jerry Garza							
Connie Harris		X				X		Gabriel Gonzalez							
J. Hoxi Jones		X				X		Nelson Lopez							
Peta-gay Ledbetter, 12:12		X				X		Kevin Moore							
Januari Leo		X				X		Terrence Redix							
Nancy Miertschin		X				X		Eric Twombly							
Greg Monk		X				X		Tamika White							
Shital Patel		X				X		Lena Williams-Ellis							

MEMBERS	Motion #5			Motion #6			Motion #5			Motion #6		
	ABSENT	YES	NO	ABSENT	YES	NO	ABSENT	YES	NO	ABSENT	YES	NO
Herman Finley, Vice-Chair			C			C	Teresa Pruitt	X			X	
Leslie Raneri, Secretary	X			X			Cecilia Ross	X			X	
Ruth Atkinson	X			X			C. Bruce Turner	X			X	
Michael Bass, 12:16	X			X			Nadine Wallace	X			X	
Curtis Bellard	X			X			David Watson	X			X	
David Benson	X			X			Larry Woods	X			X	
Skeet Boyle	X			X								
Bianca Burley	X			X			MEMBERS ABSENT					
Amber David	X			X			Steven Vargas, Chair					
Rene de Buenrostro	X			X			Roland Amboree					
Chris Escalante	X			X			Burnest Carter					
Gene Ethridge	X			X			Ella Collins-Nelson					
Tracy Gorden	X			X			Evelio Salinas Escamilla					
Paul Grunenwald	X			X			Jerry Garza					
Connie Harris	X			X			Gabriel Gonzalez					
J. Hoxi Jones	X			X			Nelson Lopez					
Peta-gay Ledbetter, 12:12	X			X			Kevin Moore					
Januari Leo	X			X			Terrence Redix					
Nancy Miertschin	X			X			Eric Twombly					
Greg Monk	X			X			Tamika White					
Shital Patel	X			X			Lena Williams-Ellis					

MEMBERS	Motion #7			Motion #8				Motion #7			Motion #8				
	ABSENT	YES	NO	ABSTAIN	YES	NO		ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO
Herman Finley, Vice-Chair				C			C	Teresa Pruitt	X				X		
Leslie Raneri, Secretary		X			X			Cecilia Ross	X				X		
Ruth Atkinson		X			X			C. Bruce Turner	X				X		
Michael Bass, 12:16		X			X			Nadine Wallace	X				X		
Curtis Bellard		X			X			David Watson	X				X		
David Benson		X			X			Larry Woods	X				X		
Skeet Boyle		X			X										
Bianca Burley		X			X			MEMBERS ABSENT							
Amber David		X			X			Steven Vargas, Chair							
Rene de Buenrostro		X			X			Roland Amboree							
Chris Escalante		X			X			Burnest Carter							
Gene Ethridge		X			X			Ella Collins-Nelson							
Tracy Gorden		X			X			Evelio Salinas Escamilla							
Paul Grunenwald		X			X			Jerry Garza							
Connie Harris		X			X			Gabriel Gonzalez							
J. Hoxi Jones		X			X			Nelson Lopez							
Peta-gay Ledbetter, 12:12		X			X			Kevin Moore							
Januari Leo		X			X			Terrence Redix							
Nancy Miertschin		X			X			Eric Twombly							
Greg Monk		X			X			Tamika White							
Shital Patel		X			X			Lena Williams-Ellis							