

**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, December 8, 2016
2223 W. Loop South, Room 532; Houston, Texas 77027

MEMBERS PRESENT	MEMBERS PRESENT	OTHERS PRESENT
Steven Vargas, Chair	Allen Murray	Januari Leo, Legacy
Tracy Gorden, Vice Chair	Robert Noble	Krystal Shultz, HCDD
Carol Suazo, Secretary	Tana Pradia	
Ted Artiaga	Teresa Pruitt	STAFF PRESENT
Connie Barnes	Cecilia Ross	<i>Ryan White Grant Administration</i>
Melody Barr	Gloria Sierra	Carin Martin
Curtis Bellard	Isis Torrente	Heather Keizman
David Benson	C. Bruce Turner	Tasha Traylor
Ardry Skeet Boyle	David Watson	
Bianca Burley		<i>The Resource Group</i>
Ella Collins-Nelson		Sha'Terra Johnson-Fairley
Amber David	MEMBERS ABSENT	
Denny Delgado	Herman Finley, excused	<i>Office of Support</i>
Evelio Salinas Escamilla	Paul Grunenwald, excused	Tori Williams
Angela F. Hawkins	J. Hoxi Jones, excused	Amber Harbolt
Arlene Johnson	Peta-gay Ledbetter, excused	Diane Beck
John Lazo	Shital Patel	
Nancy Miertschin	Leslie Raneri, excused	
Rodney Mills	Larry Woods, excused	

Call to Order: Steven Vargas, Chair, called the meeting to order at 12:07 p.m.

During the welcoming remarks, Vargas said thanks to everyone for a great year, it was extra busy and he appreciated everyone's valuable time and dedication to the Council because the work that was done, and continues to be done, is so important. The Council is co-hosting a Road to Success class in Spanish on January 7, 2017 at the Leonel Castillo Community Center. The Spanish Class is called *Camino hacia tu Salud* and everyone, especially those who know Spanish speaking, HIV+ individuals, is invited to take flyers and spread them around town or hand them out to friends. On a more personal note, Skeet asked that members keep his daughter Melisa in his prayers. She was

getting better but has recently had a setback.

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

Approval of the Minutes: ***Motion #2:** it was moved and seconded (Barnes, Pradia) to approve the November 10, 2016 minutes. Motion carried.* Abstentions: David, Mills.

Training – Ryan White Election Policy: Bellard and Pruitt, Co-chairs of the Operations Committee, explained the Planning Council's policy for the election of officers.

Training – Results of the 2016 HIV Needs Assessment: Amber Harbolt, Health Planner, presented highlights from the 2016 Needs Assessment. See attached.

Public Comment and Announcements: Melody Barr stated that she is retiring from the Council after six years and introduced her replacement, Krystal Shultz.

Reports from Committees:

Comprehensive HIV Planning Committee: John Lazo, Co-Chair, reported on the following:

Speakers Bureau: Lazo said that the Speaker's Bureau Workgroup met on November 17th to discuss lessons learned and leads for 2017. The Workgroup will focus on specialized/ethnically-affiliated chambers of commerce in 2017. The final presentation scheduled in 2016 was to the Cy-Fair Rotary Club on November 21st; Vargas was the speaker and there were many great questions from the group. The Boy Scouts were also in attendance to do a report. They have a health interest component so some of the older Scouts might be interested in attending Project LEAP.

2016 Houston HIV Care Services Needs Assessment: ***Motion #3:** Approve the attached 2016 Houston HIV Care Services Needs Assessment Report. Motion carried unanimously.* Addenda tables with service needs by population will be created in January 2017.

2016 Quarterly Committee Report: See the attached Quarterly Committee Report.

Quality Improvement Committee: Robert Noble, Co-Chair, reported on the following:

Joint Committee Meeting Report: Although there were no suggested changes to the Ryan White data reports prepared by the Ryan White administrative agents, the following suggestions were made:

- Add a glossary to each report or create a handout for meetings
- Amend the Council agendas so that Task Force reports are listed by speaker
- Train committee chairs on how to present reports

FY 2017 Standards of Care and Performance Measures: ***Motion #4:** Approve the recommended changes regarding the FY 2017 Standards of Care and Performance Measures for Ryan White Part A, B and State Services. Motion carried unanimously.*

2016 Quarterly Committee Report: See the attached Quarterly Committee Report.

Operations Committee: Curtis Bellard, Co-Chair, reported on the following:

2017 Council Orientation: Please note that the all-day 2017 Council Orientation will take place on Thursday, January 26th. The mentor luncheon is scheduled for 12 noon on Thursday, January 19, 2017.

Project LEAP: See the attached 2016 Project LEAP Evaluation.

2017 Project LEAP Service Definition: **Motion #5:** *approve the attached 2017 Project LEAP service definition.* **Motion carried.** Abstention: Escamilla

2017 Project LEAP Student Selection Guidelines: **Motion #6:** *approve the attached 2017 Project LEAP Student Selection Guidelines.* **Motion carried unanimously.**

2017 Council Election: Bellard opened the floor for additional nominations; there were none. Each candidate on the ballot stated their qualifications for their respective positions.

Ballots were distributed. Williams reminded members that, per the election policy, voters must write their name on each ballot. Ballots without the voter's name will not be counted in the election results.

While ballots were being tallied the following certificates were presented:

- Leadership – members of the 2016 Steering Committee
- Appreciation – members who are retiring or have resigned
- Perfect Attendance – for Council and/or standing committees

The following individuals were elected by ballot: Chair - Cecilia Ross, Vice-Chair John Lazo and Secretary – Carol Suazo.

Quarterly Committee Report: See the attached Quarterly Committee Report.

Affected Community Committee: Allen Murray, Co-Chair, reported on the following:

November Committee Training: The Affected Community Committee held their November meeting at St. Hope Foundation in Conroe. Unfortunately, the speaker had an emergency and could not provide her presentation on HIV and Substance Abuse. The presentation will be rescheduled in 2017.

Road 2 Success – Sat. Jan. 14, 2017: Please see Tori if you would like to volunteer to help with the third and last Road 2 Success class on Saturday, January 14, 2017.

2017 Committee Goals: In 2017, the Affected Community Committee will dedicate their efforts to getting a better understanding of the needs of the Houston transgender community. They will do this through trainings and by participating in meetings with the transgender community.

Quarterly Committee Report: See the attached Quarterly Committee Report.

Priority and Allocations Committee: No report.

Report from Office of Support: Tori Williams, Director, submitted the attached report.

Report from Ryan White Grant Administration: Carin Martin, Manager, submitted the attached report.

Report from The Resource Group: See attached report.

Medical Update: See attached.

New Business

Community Planning Group (CPG): Finley summarized the attached report.

Updates from Task Forces:

- **Latino:** Vargas said that they recently elected a new chair, Gloria Sierra.

- **MPact:** Artiaga summarized the attached report.
- **Youth:** Lazo summarized the attached report. The next meeting will be December 13, 2016 at 9am at the Leonel Castillo Community Center.
- **Hepatitis C:** Vargas said that they are working on a symposium that is scheduled for May 4, 2017; details are forthcoming.
- **STI:** Finley summarized the attached report.
- **Urban AIDS Ministry:** David said that the long time Chair of the task force, Hope Adam, had passed away.

Positive Women's Network: Pradia said that they are planning their 2017 events. The group meets at 6 pm on the second Monday of each month at Legacy on California Street.

HIV and Aging: Turner summarized the attached report. Lazo will provide updates next year.

Texas HIV/AIDS Coalition: There will be an LGBT legislative forum hosted by Michael Webb at 6pm on December 14th at the Council on Recovery.

Announcements: Turner said that he is working on a long term survivor mentor program to assist newly diagnosed individuals. Please email him if you know of anyone who would like to be a mentor.

Adjournment: The meeting was adjourned at 2:13 p.m.

Respectfully submitted,

Victoria "Toni" Williams
Victoria Williams, Director

01/31/17
Date

Draft Certified by
Council Chair: Carla R

Date 02/02/17

Final Approval by
Council Chair: John Lazo

Date 02/09/17

2016 Steering Committee Voting Record for Meeting Date 12/01/16

C = Chaired the meeting, LM = Left the meeting, VP = Participated via telephone, nv = Non-voting member

Aff-Affected Community Committee, Comp-Comprehensive HIV Planning Committee, Op-Operations Committee, PA-Priority and Allocations Committee,
QI-Quality Improvement Committee

	Motion #1 Agenda Carried			Motion #2 Minutes Carried			Motion #3 2016 Needs Assessment Carried			Motion #4 2017 SOC and PM Carried			Motion #5 Changes to LEAP Svc Definition Carried			Motion #6 LEAP Svc Definition Carried			Motion #7 Changes to LEAP Student Selection Guidelines Carried			Motion #8 LEAP Student Selection Guidelines Carried				
	Yes	No	Abstain	Yes	No	Abstain	Yes	No	Abstain	Yes	No	Abstain	Yes	No	Abstain	Yes	No	Abstain	Yes	No	Abstain	Yes	No	Abstain		
MEMBERS																										
Steven Vargas, Chair			C			C			C																	
Tracy Gorden, Vice-Chair	X				X			X																		
Carol Suazo, Secretary	X			X			X					X			X			X			X					
Allen Murray, Aff	X			X			X					X			X			X			X					
John Lazo, Comp	X			X			X					X			X			X			X					
Teresa Pruitt, Op	X			X			X					X			X			X			X					
Cecilia Ross, QI	X			X			X					X			X			X			X					
C. Bruce Turner, PA	X			X			X					X			X			X			X					
Non-voting members at the meeting:																										
Tana Pradia, Aff																										
Nancy Miertschin, Comp																										
Curtis Bellard, Op																										
Peta-gay Ledbetter, PA																										
Absent from the meeting:																										
Robert Noble, QI																										

