

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, April 13, 2017
2223 W. Loop South, Room 532; Houston, Texas 77027

MEMBERS PRESENT	MEMBERS PRESENT	OTHERS PRESENT
Cecilia Ross, Chair	John Poole	Jim Osburn
Carol Suazo, Secretary	Tana Pradia	Shabaura Perryman, Bristol Myers
Ted Artiaga	Teresa Pruitt	Ann Dills, DSHS
Curtis Bellard	Viviana Santibanez	Shelley Lucas, DSHS
Skeet Boyle	Gloria Sierra	
Ella Collins-Nelson	Krystal Shultz	
Amber David	Venita Ray	STAFF PRESENT
Johnny Deal	Isis Torrente	<i>Ryan White Grant Administration</i>
Evelio Salinas Escamilla	Steven Vargas	Carin Martin
Herman Finley		Tasha Traylor
Tracy Gorden		
Angela F. Hawkins	MEMBERS ABSENT	<i>The Resource Group</i>
J. Hoxi Jones	Connie Barnes, excused	Sha'Terra Johnson-Fairley
Denis Kelly	David Benson, excused	Lashunda Robinson, Intern
Peta-gay Ledbetter	Bianca Burley, excused	
Tom Lindstrom	Paul Grunenwald, excused	<i>Office of Support</i>
Nancy Miertschin	Arlene Johnson, excused	Tori Williams
Rodney Mills	Osaro Mgbere, excused	Amber Harbolt
Allen Murray	Shital Patel, excused	Diane Beck
Robert Noble	Larry Woods, excused	

Call to Order: Cecilia Ross, Chair, called the meeting to order at 12:06 p.m.

During the opening remarks, Ross said please be sure to budget 90 minutes for all committee meetings and 2 hours for Council meetings. Our meetings do not usually take that long, but we all need to be prepared to stay to complete important work if necessary She thanked everyone who took the Open Meetings Act training. At this time, 100% of the Council membership has taken the required training. We are working on meeting this same requirement with the external committee members. As a follow up to an email announcement, John Lazo has resigned because he has gone back to work and his new position does not allow him to be gone from the office for meetings

during the day. Denny Delgado has also submitted her resignation because she has moved to New Jersey. Congratulations to Denis Kelly for his new position at Avenue 360. He will continue to be a Council member but he is now conflicted. Because John Lazo was the Council Vice Chair, the Operations Committee will review the election policy and begin the process of seeking nominations for a new Vice Chair when they meet on Tuesday, April 18th. Congratulations to Steven Vargas for being selected to serve a four-year term on the US Department of Health and Human Services Panel on Antiretroviral Guidelines for Adults and Adolescents. The Panel is a Working Group of the Office of AIDS Research Advisory Council (OARAC) of the National Institutes of Health. She reminded everyone that the training for the FY 2018 How To Best Meet the Need process starts as soon as Council adjourns and asked that everyone work with her to keep the Council meeting on track so that the training can start promptly.

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

Approval of the Minutes: *Motion #2:* *it was moved and seconded (Bellard, Sierra) to approve the March 9, 2017 minutes. Motion carried.* Abstentions: Boyle, Ray.

Training: Houston HIV Care Continuum: Ann Dills, Texas Department of State Health Services, gave the attached presentation.

Public Comment and Announcements: See attached comment and additional related information from Steven Vargas and Gloria Sierra. Sierra said that she is seeing immigrant parents and children who are not coming in to renew their child's eligibility or their own. She also said that when ICE picks up an adult or child and takes them to a detention facility, they throw away their medications.

Reports from Committees:

Comprehensive HIV Planning Committee: Steven Vargas, Co-Chair, reported on the following: Speakers Bureau Workgroup: The Speaker's Bureau Workgroup will meet on April 20, August 17, and December 13, 2017. Please see Diane Beck if you would like to be added to the Workgroup.

2012-2016 Comprehensive Plan Year 4 Evaluation Report: *Motion #3:* *Approve the attached 2012-2016 Comprehensive Plan Year 4 (2015) Evaluation Report. Motion carried unanimously.*

2017 Special Studies: *Motion #4:* *Conduct the Social Determinants of Health Supplement special study, working with the Houston Health Department Bureau of Epidemiology to mine data from the Houston Medical Monitoring Project (HMMP). Based on gaps in knowledge identified through this study, conduct a second qualitative special study on out of care and retention in care. Motion carried unanimously.*

2016 Needs Assessment Profiles: FYI: See the attached 2016 Houston HIV Care Services Needs Assessment Profile of Transgender and Gender Non-conforming Individuals.

Quality Improvement Committee: Gloria Sierra, Co-Chair, reported on the following: Criteria for Determining the FY 2018 Service Definitions: *Motion #5:* *Approve the attached criteria for determining the FY 2018 Service Definitions. Motion carried unanimously.*

Reports from Administrative Agent – Part A/MAI: See the attached reports:

- 2016 Client Satisfaction Report, dated March 2017.

Reports from Administrative Agent – Part B/SS: See the attached reports:

- Procurement (2), dated 03/16/17

- Health Insurance Assistance Program Report, dated 03/06/17
- TRG Consumer Interview Results 2016
- Quality Management Presentation
- 2016-2020 Quality Management Plan
- 2016 Chart Reviews:
 1. Early Intervention Services
 2. Home & Community Based Services
 3. Hospice Services
 4. Mental Health Services
 5. Oral Health Care Services

FY 2018 How to Best Meet the Need Process: See the attached schedule of FY 2018 training and workgroup meetings. Please sign up with Diane Beck if you wish to participate. Please note the two special workgroups on Emergency Financial Assistance and making services more accessible to the transgender community.

Input into the Part B/SS Standards of Care: ***Motion #6:*** *it was moved and seconded (Escamilla, Boyle) to table this item regarding the Part B/State Services Standards of Care and send it back to the Quality Improvement Committee for further review. Motion carried.*

Affected Community Committee: Tana Pradia, Co-Chair, reported on the following:
 Committee Training: Tori Williams provided training on the FY 2018 How to Best Meet the Need process.

Committee Training: The Committee engaged in an exercise where they role played responses that they might give while representing the Council at a health fair or other event.

Road 2 Success Proposal: ***Motion #7:*** *Approve the attached proposal which would move Road 2 Success/Camino hacia tu Salud under the auspices of the Affected Community Committee. Motion carried. Noble abstained.*

ADAP Update with Consumers: At 2 pm on Thursday, May 18, 2017, Rachel Sanor, Manager of the Texas HIV Medication Program (THMP) will be meeting with members of the Affected Community Committee and others who wish to discuss ways in which THMP is working to improve their processes. Please RSVP to Diane Beck if you wish to attend.

2017 Greeters: See the attached list of the 2017 Greeters.

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

2017 Texas Open Meetings Act Training: See the attached list of those who have taken the Open Meetings Act training.

2017 Council Training Topics: See the attached list of 2017 Council training topics.

Council Bylaws and Policy Review: ***Motion #8:*** *Approve the attached revisions to the following Council policies: Public Comments, 100.01; Quorum, Voting, Proxies Attendance, 600.01; Honorariums, 1200.00. Motion carried unanimously.*

Priority and Allocations Committee: No report.

Report from Office of Support: Tori Williams, Director, summarized the attached report. The winners of the Project LEAP recruitment contests were Janese Bustillos for the highest number of transgender applicants and Johnny Deal for the overall highest number of applicants.

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

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

New Business:

HOPWA: Shultz said that the HOPWA RFP will be released next month.

Updates from Task Forces:

African American: Johnson-Fairley said they will be partnering with Texas Black Women's Initiation for a Youth HIV Awareness day event on April 19th at Prairie View A&M.

Latino: Sierra submitted the attached report.

MSM: Artiaga submitted the attached report.

Hepatitis C: Vargas submitted the attached report.

Texas HIV Medication Advisory Committee: Miertschin said that they met on April 7th and gave updates on the reorganization of ADAP. They have hired contract workers to clear the application backlog.

Texas HIV Syndicate: Harbolt said the first meeting of the year will be May 7-9.

Announcements: Ross said she was still working to get the committee cross training set up. Gorden said it was 27 years ago last Saturday that Ryan White passed away. He is still collecting items to send for kids in Africa. He thanked everyone who helped him distribute Project LEAP information. Vargas said there is a kid day on April 28th with free food, games, etc. See the attached flyer. Williams said that the How to Best Meet the Need Training will start immediately following the Council meeting.

Adjournment: The meeting was adjourned at 1:26 p.m.

Respectfully submitted,

Victoria Williams
Victoria Williams, Director

05/01/17
Date

Draft Certified by
Council Chair: Nancy Miertschin

Date 05/04/17

Final Approval by
Council Chair: Charles Ross

Date 05/11/17

Council Voting Records for April 13, 2017

	Motion #1 Agenda Carried			Motion #2 Minutes Carried			Motion #3 Comp Plan Y-4 Evaluation Carried			MEMBERS	Motion #1 Agenda Carried			Motion #2 Minutes Carried			Motion #3 Comp Plan Y-4 Evaluation Carried				
	ABSENT	YES	NO	ABSTAIN	YES	NO	ABSTAIN	YES	NO		ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN		
C = Chair of the meeting ja = Just arrived lm = Left the meeting lr = Left the room VP = Via phone																					
MEMBERS																					
Cecilia Ross, Chair		X			X							X									
Carol Suazo, Secretary		X			X							X									
Ted Artiaga		X			X							X									
Curtis Ballard		X			X							X									
Skeet Boyle		X			X							X									
Ella Collins-Nelson		X			X							X									
Amber David		X			X							X									
Johnny Deal		X			X							X									
Evelio Salinas Escamilla		X			X							X									
Herman Finley ja 12:26 pm	X																				
Tracy Gorden		X			X							X									
Angela F. Hawkins		X			X							X									
J. Hoxi Jones		X			X							X									
Denis Kelly		X			X							X									
Peta-gay Ledbetter		X			X							X									
Tom Lindstrom		X			X							X									
Nancy Miertschin		X			X							X									
Rodney Mills		X			X							X									
Allen Murray		X			X							X									
Robert Noble		X			X							X									

C = Chair of the meeting ja = Just arrived lm = Left the meeting lr = Left the room VP = Via phone	Motion #7 Road 2 Success Proposal Carried				Motion #8 Bylaws and Policy Review Carried				Motion #7 Road 2 Success Proposal Carried				Motion #8 Bylaws and Policy Review Carried				
	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	
MEMBERS									MEMBERS								
Cecilia Ross, Chair				C					John Poole	X				X			
Carol Suazo, Secretary		X				X			Tana Pradia	X				X			
Ted Artiaga		X				X			Teresa Pruitt	X				X			
Curtis Bellard		X				X			Viviana Santibanez	X				X			
Skeet Boyle		X				X			Gloria Sierra	X				X			
Ella Collins-Nelson		X				X			Krystal Shultz	X				X			
Amber David		X				X			Venita Ray	X				X			
Johnny Deal		X				X			Isis Torrente	X				X			
Evelio Salinas Escamilla		X				X			Steven Vargas	X				X			
Herman Finley		X				X											
Tracy Gorden		X				X											
Angela F. Hawkins		X				X			MEMBERS ABSENT								
J. Hoxi Jones		X				X			Connie Barnes								
Denis Kelly		X				X			David Benson								
Peta-gay Ledbetter		X				X			Bianca Burley								
Tom Lindstrom		X				X			Paul Grunenwald								
Nancy Miertschin		X				X			Arlene Johnson								
Rodney Mills		X				X			Osaro Mgbere								
Allen Murray		X				X			Shital Patel								
Robert Noble		X				X			Larry Woods								

