

# 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, June 8, 2017

Meeting Location: Montrose Center, 401 Branard St, Room 107; Houston, Texas 77006

MEMBERS PRESENT	MEMBERS PRESENT	OTHERS PRESENT
Cecilia Ross, Chair	John Poole	Project LEAP Students-see attached
Carol Suazo, Secretary	Venita Ray	James Arango, DSHS
Ted Artiaga	Viviana Santibanez	Marcus Scranton
Connie Barnes	Gloria Sierra	Rob Nash
Curtis Bellard	Isis Torrente	Taylor Franklin
David Benson	Steven Vargas	Veria Steptoe
Bianca Burley	Larry Woods	
Ella Collins-Nelson		<b>STAFF PRESENT</b>
Johnny Deal	<b>MEMBERS ABSENT</b>	<i>Ryan White Grant Administration</i>
Evelio Salinas Escamilla	Skeet Boyle, excused	Carin Martin
Herman Finley	Amber David, excused	Heather Keizman
Tracy Gorden	Arlene Johnson, excused	Tasha Traylor
Paul Grunenwald	Peta-gay Ledbetter, excused	
Angela F. Hawkins	Osaro Mgbere	<i>The Resource Group</i>
J. Hoxi Jones	Robert Noble, excused	Marcus Benoit
Denis Kelly	Shital Patel	
Tom Lindstrom	Tana Pradia, excused	<i>Office of Support</i>
Nancy Miertschin	Teresa Pruitt, excused	Tori Williams
Rodney Mills	Krystal Shultz, excused	Amber Harbolt
Allen Murray		Diane Beck
		Rod Avila

**Call to Order:** Cecilia Ross, Chair, called the meeting to order at 12:09 p.m. During the opening remarks, Ross thanked everyone who attended the Ryan White Cross-Training session in May. There was a great turn out and hopefully more Council and external committee members now have a deeper understanding of how all of the Ryan White committees function. Ross gave special thanks to her co-presenters at the training: Skeet, Peta, Tana, and co-coordinator for the project, Nancy Miertschin. Members were invited to watch for announcements for future trainings.

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

**Approval of the Minutes:** Motion #2: it was moved and seconded (Benson, Bellard) to approve the May 11, 2017 minutes. **Motion carried.** Abstentions: Grunenwald, Ray, Torrente.

**Training: Project LEAP 2017 Presentations:** Harbolt and the Project LEAP students presented the results of the mini needs assessment on *Retention in Care in the Houston Area* that was designed by the morning class and *HIV Prevention & Testing Among Hispanic/Latino Communities* that was designed by the evening class. See the attached PowerPoint presentations for details.

**Public Comment and Announcements:** Marcus Scranton, Unlimited Visions Aftercare – stated that he was not aware of PrEP. He understands that it is not for people who are HIV+ but for prevention of HIV. He asked if this was something new because he has not heard about it. Williams said that there are several Council Members who are experts on the subject and would be happy to speak with him after the meeting.

**Reports from Committees:**

**Comprehensive HIV Planning Committee:** Steven Vargas, Co-Chair, reported on the following: Presentation on NHBS and HMMP Data: Dr. Osaro Mgbere and his team presented findings from the National HIV Behavioral Surveillance (NHBS) project and the Houston Medical Monitoring Project (HMMP). NHBS examines HIV-related risk behaviors among HIV negative high-risk populations, while HMMP provides detailed local surveillance data among PLWH from questionnaires and clinical information. See the attached presentations and the updated special study prospectus.

Special Study - Social Determinants of Health Supplement: The Committee reviewed questions from the 2014 Needs Assessment that were omitted in the 2016 Needs Assessment Survey tool to identify NHBS/HMMP data elements to mine for the Social Determinants of Health Supplement. In sum, the Committee asked staff to examine barriers and social determinants for PLWH who are not virally suppressed, HIV monitoring test values upon initial entry to care, HIV test location and testing motivation, types of substance abuse treatment (residential vs. outpatient/other), relationship between employment, insurance, and use of HIA program, compare prevalence of self-reported mental health diagnoses to clinical diagnoses, education attainment, and prevention-specific risks and behaviors. See the attached questions excluded from the 2016 Needs Assessment.

EIIHA Workgroup Recommendations/Data Requests: See the attached minutes excerpt from the March 23rd EIIHA Workgroup meeting for data recommendations/requests for the FY18 EIIHA target populations selection process.

Report from the Speaker's Bureau Workgroup: See the attached evaluation report from the March speaking engagement. The Speaker's Bureau Workgroup will meet on June 6th. Please see Diane Beck if you would like to be added to the Workgroup.

2017 Comprehensive Plan: 2017 Q1 Implementation Progress Report: See the attached 2017-2021 Comprehensive Plan: 2017 Q1 Implementation Progress Report. By the end of March. 85% of activities slated for implementation in 2017 were completed or had progress made.

2017 Committee Quarterly Reports: See the attached Quarterly Report.

**Quality Improvement Committee:** Gloria Sierra, Co-Chair, reported on the following:  
Reports from the Administrative Agent – Part B/SS: See the attached reports:

- Part B Procurement, dated 05/10/17 & 04/02/17
- DSHS Procurement, dated 05/10/17 & 04/02/17
- Health Insurance Assistance Utilization, dated 05/02/17 & 04/05/17

FY 2017 Service Definitions: ***Motion #3:*** *In FY 2017 and FY 2018, approve the service definition for and bundle Emergency Financial Assistance with Ambulatory Outpatient Medical Care/Local Pharmacy Assistance Program (LPAP) and keep the financial eligibility the same as LPAP at 500% for HIV medications. Motion Carried.* Abstention: Artiaga, Escamilla, Finley, Kelly, Lindstrom, Miertschin, Ray, Woods.

FY 2018 Ryan White Part A, Part B and State Services Service Definitions: ***Motion #4:*** *Approve the attached FY 2018 Ryan White Part A, Part B and State Services service definitions and the proposed special idea for the Compassionate Care Program (see the attached summary page) and the financial eligibility for each service listed on the table of contents for the service definitions. Motion Carried.* Abstention: Artiaga, Escamilla, Finley, Kelly, Lindstrom, Miertschin, Ray, Sierra, Woods.

FY 2018 Ryan White Part A, Part B and State Services Targeting Chart: ***Motion #5:*** *Approve the attached FY 2018 Ryan White Part A, Part B and State Services Targeting Chart. Motion Carried.* Abstention: Artiaga, Escamilla, Finley, Kelly, Lindstrom, Miertschin, Ray, Sierra, Woods.

2017 Criteria and Proposed Idea Form: ***Motion #6:*** *Approve the attached 2017 Criteria and page 1 of the proposed idea form. Motion Carried.*

2017 Assessment of the Administrative Mechanism: ***Motion #7:*** *Approve the attached checklist for the 2017 Assessment of the Administrative Mechanism. Motion Carried.*

Texas Dept. of State Health Services Standards of Care: ***Motion #8:*** *After reviewing, the Quality Improvement Committee recommends no comment on the following standards of care from the Texas Department of State Health Services: Mental Health Services, Psychosocial Support Services, and Other Professional Services. Motion Carried.*

2017 Quarterly Committee Reports: See the attached Quarterly Committee Report.

**Affected Community Committee:** Rodney Mills, Co-Chair, reported on the following:

2017 Road 2 Success/Camino hacia tu Salud: The Affected Community Committee is now responsible for working with staff to organize Road 2 Success, a series of 5 seminars for people living with HIV and their caregivers. At least 2 of the seminars are taught in Spanish. See the attached list of Road 2 Success/Camino hacia tu Salud seminars scheduled for 2017. Please see Tori if you speak Spanish and would like to volunteer to assist with the seminars held in Spanish.

2017 Community Events: See the attached list of 2017 Community Events where the Council will have a presence. The Committee is looking for volunteers to help at Pride Festival the afternoon of Saturday, June 24<sup>th</sup>.

2017 Greeters: See the attached list of Greeters at the 2017 Council meetings.

2017 Quarterly Committee Reports: See the attached Quarterly Committee Report.

**Operations Committee:** Nancy Miertschin, Co-Chair, reported on the following:

How To Best Meet the Need – Blue Book: **Motion #9:** *Approve \$17,000 in the FY 2018 Council Support Budget for reprints of the 2018–2019 Blue Book.* **Motion Carried.**

FY 2018 Council Support Budget: **Motion #10:** *Approve the attached FY 2018 Council Support Budget.* **Motion Carried.**

Council Bylaws and Policy Review: On July 18, 2017, the Operations Committee will be reviewing the attached Petty Cash policy. One of the changes that they will be considering is having members who are employed submit their work address and hours of employment. If their hours of employment overlap with Council meetings, then they will be required to use their work address as their point of origin for mileage requests. If a member were to feel that the policy does not support their personal situation, they will be welcome to submit a waiver to the Operations Committee. If anyone wishes to provide public comment on this possible change, please attend the July 18<sup>th</sup> committee meeting, or send written comments via fax or email to Tori Williams in the Office of Support.

Update on Ryan White Report Training: Sixteen Council and External Committee members participated in the Ryan White Cross Committee training on Tuesday, May 23, 2017. Look for announcements regarding future trainings.

Election for the 2017 Vice Chair of the Planning Council: Ross stated that Pruitt had withdrawn her name from the slate of nominees. The floor was open for additional nominees. None were made. **Motion #11:** *it was moved and seconded (Vargas, Kelly) to accept the attached slate of nominees for the position of Vice Chair on the 2017 Ryan White Planning Council with the deletion of Pruitt.* **Motion Carried.**

Since Boyle was not in attendance, Gorden was the only candidate who stated his qualifications before the election was held for the 2017 Vice Chair of the Planning Council. Tracy Gorden was elected Vice Chair.

2017 Quarterly Committee Reports: See the attached Quarterly Committee Report.

**Priority and Allocations Committee:** Paul Grunenwald, Co-Chair, reported on the following:

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

- FY 2016 RW Part A/MAI Procurement, dated 05/25/17
- FY 2016 RW Part A/MAI Service Utilization, dated 05/03/17

Revised FY 2017 Service Priorities: **Motion #12:** *Revise the FY 2017 Service Priorities by adding Emergency Financial Assistance as priority #17 and Referral for Health Care and Support Services as priority #18 based upon a recommendation from the Quality Improvement Committee that these services be added in FY 2017.* **Motion Carried.** Abstention: Miertschin.

FY 2017 Ryan White Part A Unspent Funds: **Motion #13:** *Fund request for increased funding for Control #3 (Vision Care) in the amount of \$50,000 with Ryan White Part A funds. Hold the remaining balance of the Ryan White Part A unspent funds in the amount of \$58,780 until the next reallocation period.* **Motion Carried.** Abstentions: Miertschin, Sierra.

FY 2017 State Services – Rebate Funds: **Motion #14:** *Fund requests for Control #B (additional ADAP eligibility workers) in the amount of \$375,000 and Control #A (Compassionate Care Rx Program) up to the balance of \$600,000, with the understanding that unspent funds will be reported to the Council for reallocation at a later date.* **Motion Carried.** Abstention: Miertschin, Sierra.  
2017 Quarterly Committee Reports: See the attached Quarterly Committee Report.

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

**Report from Ryan White Grant Administration:** Carin Martin, summarized the attached report.

**Report from The Resource Group:** Marcus Benoit summarized the attached report.

### **New Business**

#### **Updates from Task Forces**

**African American:** Ray said that Texas Black Women's Initiative (TBWI) is having a forum at The Resource Group on June 15<sup>th</sup> on African Americans and HIV to collect cultural competency information for END AIDS.

**Latino:** Vargas said the task force is putting together a workshop on immigrant rights. There will also be a forum with updated information on ADAP at Catholic Charities on June 14<sup>th</sup>.

**MSM:** Artiaga submitted the attached report.

**Transgender:** Santibanez is a member of the City of Houston Transgender CAB, they are interested in collecting data.

**Hepatitis C:** Vargas submitted the attached report.

**Positive Women's Network:** Ray said that they are meeting this weekend to work on putting together a statewide chapter.

**END HIV Houston:** Ray asked that everyone respond to and help distribute the Health Care Experience Survey. It is also available in Spanish. They will give an update on the progress of the plan on June 29, 2017. They have recently helped to form the Texans Living with HIV network.

**SPNS Grant: HIV and the Homeless Program:** Miertschin said that the program ends at the end of August. HRSA is holding a conference for all participants to share their data and what they have learned.

**Texas HIV Medication Advisory Committee:** Miertschin said that the next meeting is this Friday.

**Texas HIV Syndicate:** Harbolt said they met in May. The state is seeking support on the molecular cluster surveillance project (the City of Houston is also seeking support for this). Finley added that they are currently seeking applications for membership.

**Announcements:** Ross invited the Project LEAP students to talk to and ask questions of Council members after the meeting adjourns. Gorden thanked everyone who helped collect items to send to children impacted by HIV in Africa. Vargas said he did not think the Texas HIV/AIDS Coalition had much to report on the agenda and would like to see it replaced with the Texans Living with HIV

network. Kelly reminded everyone that the legislature was in session and there are several issues to watch.

**Adjournment:** The meeting was adjourned at 1:51 p.m.

Respectfully submitted,

Victoria "Toni" Williams  
Victoria Williams, Director

06/26/17  
Date

Draft Certified by  
Council Chair: Cecilia Ross

Date 07/06/17

Final Approval by  
Council Chair: Cecilia Ross

Date 07/13/17



MEMBERS	Motion #4 All FY18 Svc Definitions Carried			Motion #5 Targeting Chart Carried			Motion #6 Proposed Idea Criteria/Form Carried		
	ABSENT	YES	NO	ABSENT	YES	NO	ABSENT	YES	NO
Cecilia Ross, Chair			C						
Carol Suazo, Secretary		X		X					
Ted Artiga			X						
Connie Barnes		X		X					
Curtis Bellard		X		X					
David Benson		X		X					
Bianca Burley		X		X					
Ella Collins-Nelson		X		X					
Johnny Deal		X		X					
Evelio Salinas Escamilla			X		X				
Herman Finley			X		X				
Tracy Gorden		X		X					
Paul Grunenwald		X		X					
Angela F. Hawkins		X		X					
J. Hoxi Jones		X		X					
Denis Kelly			X						
Tom Lindstrom			X						
Nancy Miertschin			X						
Rodney Mills		X		X					
Allen Murray		X		X					





MEMBERS	Motion #10 FY18 Council Support Budget Carried			Motion #11 Vice Chair Slate of Nominees Carried			Motion #12 Revised FY17 Service Priorities Carried		
	ABSENT	YES	NO	ABSENT	YES	NO	ABSENT	YES	NO
C = Chair of the meeting ja = Just arrived lm = Left the meeting lr = Left the room VP = Via phone									
Cecilia Ross, Chair			C						
Carol Suazo, Secretary	X			X					
Ted Artiaga	X			X					
Connie Barnes	X				X				
Curtis Ballard	X			X					
David Benson	X			X					
Bianca Burley	X			X					
Ella Collins-Nelson	X				X				
Johnny Deal	X			X					
Evelio Salinas Escamilla	X			X					
Herman Finley	X			X					
Tracy Gorden	X			X					
Paul Grunenwald	X			X					
Angela F. Hawkins	X			X					
J. Hoxi Jones	X			X					
Denis Kelly	X			X					
Tom Lindstrom	X			X					
Nancy Mierstschin	X				X				
Rodney Mills	X			X					
Allen Murray	X			X					
MEMBERS									
John Poole		X							
Venita Ray		X							
Viviana Santibanez		X							
Gloria Sierra		X							
Isis Torrente		X							
Steven Vargas		X							
Larry Woods		X							
MEMBERS ABSENT									
Skeet Boyle, excused									
Amber David, excused									
Arlene Johnson									
Peta-gay Ledbetter									
Osaro Mgbere									
Robert Noble									
Shital Patel									
Tana Pradia									
Teresa Pruitt									
Krystal Shultz									

C = Chair of the meeting ja = Just arrived lm = Left the meeting lr = Left the room VP = Via phone	Motion #13 FY17 Part A Unspent Funds Carried			Motion #14 State Services-R Funds Carried			Motion #13 FY17 Part A Unspent Funds Carried			Motion #14 State Services-R Funds Carried			
	ABSENT	YES	NO	ABSENT	YES	NO	ABSENT	YES	NO	ABSENT	YES	NO	ABSTAIN
MEMBERS													
Cecilia Ross, Chair													
Carol Suazo, Secretary		X			X								X
Ted Artiaga			X			X							
Connie Barnes		X			X								
Curtis Bellard		X			X								
David Benson		X			X								
Bianca Burley		X			X								X
Ella Collins-Nelson		X			X								
Johnny Deal		X			X								
Evelio Salinas Escamilla			X			X							
Herman Finley			X			X							
Tracy Gorden		X					X						
Paul Grunenwald		X					X						
Angela F. Hawkins		X					X						
J. Hoxi Jones		X					X						
Denis Kelly			X					X					
Tom Lindstrom			X					X					
Nancy Miertschin			X					X					
Rodney Mills		X							X				
Allen Murray		X							X				

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7



C