

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, August 10, 2017

Meeting Location: Ryan White Offices, 2223 W. Loop South, Rm 532; Houston, Texas 77027

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

Call to Order: Cecilia Ross, Chair, called the meeting to order at 12:00 p.m.

During the opening remarks, Ross said that the Committee Cross Trainings in May and July have been well attended. Many thanks to the trainers and the participants. The next committee cross training will be on Monday at 1:00 p.m. and will provide an understanding of the processes and documents used by the Priority and Allocations and Comprehensive HIV Planning Committees. She then called for a Moment of Reflection.

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

Approval of the Minutes: Motion #2: it was moved and seconded (Kelly, Collins-Nelson) to approve the July 13, 2017 minutes. Motion carried. Abstentions: Benson, Ledbetter, Miertschin, Mills, Pruitt, Torrente.

Training: Proposed Pilot Project: Dr. Karen Ingersoll and Ava Lena Waldman from the University of Virginia presented information on the Positive Links app and answered questions about their findings.

Training: Updates on TDSHS Budget and Programs: Shelley Lucas, MPH, Manager of the HIV/STD Prevention and Care Branch at the Texas Department of State Health Services (TDSHS) gave an update on the Texas Department of State Health Services budget and programs.

Public Comment and Announcements: See attached written comment.

Reports from Committees:

Comprehensive HIV Planning Committee: Isis Torrente, Co-Chair, reported on the following: Update on Speakers Bureau: The Speaker's Bureau Workgroup met on June 6th to revise the procedure for securing and scheduling speaking engagements. Please see the attached procedure. On August 15th, the Speaker's Bureau Workgroup will determine speaking engagement goals and measures, with particular focus on recruiting applicants for Project LEAP and Planning Council from among local business communities. Please see Diane if you would like to be added to the Speaker's Bureau Workgroup.

Needs Assessment - Youth and Aging Profile: See the attached Youth and Aging Profile.

FY 2018 EIIHA Plan: Motion #3: In order to meet HRSA grant application deadlines, request the Planning Council to allow the Comprehensive HIV Planning Committee to have final approval of the FY 2018 EIIHA Plan, provided that:

- The FY 2018 EIIHA Plan is developed through a collaborative process that includes stakeholders from prevention and care, community members, and consumers; and
- The recommended FY 2018 EIIHA Plan is distributed to Planning Council members for input prior to final approval from the Comprehensive HIV Planning Committee. Motion carried.

FY 2018 EIIHA Plan: The EIIHA Workgroup will tentatively meet at 1:00 p.m. on Thursday August 17, 2017 to begin work on the FY18 EIIHA Plan, pending receipt of the FY18 Plan Guidance. Please see Diane if you would like to be added to the EIIHA Workgroup. Harbolt said if the grant guidance is not received by close of business on Monday, August 14th the meeting will be rescheduled.

Quality Improvement Committee: Gloria Sierra, Co-Chair, reported on the following: Assessment of the Administrative Mechanism – Part A/MAI: Motion #4: Approve the attached FY 2016 Ryan White Part A and Minority AIDS Initiative (MAI) Assessment of the Administrative Mechanism with no action required by the Administrative Agency. The

Assessment findings indicate FY 2016 Part A and MAI procurement, reimbursement, and contract monitoring processes were efficient, timely and conducted in accordance with Council-approved service categories and allocations. **Motion carried.**

Proposed Part B Standards of Care Review: **Motion #5:** Provide no input into proposed Part B standards of care for LPAP, Emergency Financial Assistance, Health Education and Risk Reduction, Home and Community Health Services and Linguistic Services. **Motion carried.**

Reports from the Administrative Agency – Part A/MAI: See the attached FY 2016 Performance Measures Highlights.

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

Standards of Care Training: Standards of care training will take place for all who wish to participate at the Affected Community Committee meeting at 12 noon on Monday, August 21, 2017. On September 25, 2017, there will be a consumer-only workgroup to provide input into standards of care for FY 2018 Ryan White Part A/MAI, Part B and State Services funded services.

Camino hacia tu Salud: *Camino hacia tu Salud*, the Spanish version of Road 2 Success, will take place on Monday evening, August 28, 2017. The Affected Community Committee is partnering with Positive713 to co-host the event.

2017 Community Events: See the attached list for 2017 community events where the Council will have a presence.

Quarterly Committee Report: See the attached Quarterly Committee Report.

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

Cross Committee Trainings: Verbal update. The first in depth cross committee training was held on Monday, July 31, 2017. Those who attended had great questions. The next training will be on August 14, 2017.

2017 Council Training Topics: See the attached schedule.

Council Bylaws, Policies and Procedures: The Operations Committee continues to review and make suggested revisions to all Council policies and procedures, as well as the bylaws.

Council Bylaws, Policies and Procedures: **Motion #6:** Office of Support staff is to remove and replace all stigmatizing language found in the Council bylaws, policies and procedures. **Motion carried.** Vargas asked that this be applied to the website language as well.

2017 Attendance: The Operations Committee reviewed attendance records and sent reminder letters to Council and external Committee members who have missed four meetings or more in 2017.

Motion #7: it was moved and seconded (Kelly, Escamilla) to add page 4 from the original agenda to the revised agenda. **Motion carried.**

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

Pilot Project: Mobile App for Engagement in Care: The Quality Improvement Committee has approved the pilot project for using a mobile app to improve retention in care.

Motion #8: Approve \$347,746 in MAI funds for a pilot project to test a mobile app designed to improve engagement and retention in care for African American and Hispanic Ryan White consumers. **Motion carried.** Abstentions: Kelly, Mgbere, Miertschin

Motion #9: it was moved and seconded (Miertschin, Kelly) to establish a workgroup for the retention app pilot project. **Motion carried.**

Reallocation of FY 2016 Carryover Funds – Part A and MAI: **Motion #10:** Approve the attached chart, which reallocates \$444,642 in Ryan White Part A and \$631,496 in Minority AIDS Initiative funding. **Motion carried.** Abstentions: Artiaga, Escamilla, Kelly, Lindstrom, Miertschin, Patel, Sierra, Woods.

FY 2017 Emergency Financial Assistance: **Motion #11:** If Ryan White Grant Administration is unable to allocate \$50,000 in Ryan White Part A and/or \$50,000 in MAI funding to Emergency Financial Assistance in FY 2017, then the Part A funds will be allocated to LPAP and the MAI funds will be allocated to the Mobile App pilot project in FY 2017. **Motion carried.** Abstentions: Artiaga, Escamilla, Kelly, Lindstrom, Miertschin, Patel, Sierra, Woods.

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

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

Report from The Resource Group: No report.

Medical Updates: Patel said she had information on a child living with HIV that has been in remission since 2008 without medication and the Latte-2 study on injectable antiretroviral medication. She will send the links to the Office of Support to forward to the Council.

Community Prevention Group (CPG): Santibanez said that they are looking for new members. The meeting on August 28th will be an orientation so you can become a member that day. All who are interested in the CPG are welcome to attend.

Updates from Task Forces

African American: Sha'Terra Johnson-Fairley said the minutes from the last meeting are included in the packet.

Transgender: Santibanez said they are working on a study to collect data on the transgender community, it is currently in the approval process.

Hepatitis C: Vargas said the next meeting will be on August 16th at Avenue 360.

Positive Women's Network (PWN): Pradia said the next meeting will take place on August 14th at 6:00 p.m. and there will be a Women's CAB meeting on August 24th at 6:00 p.m. Both meetings will be at Legacy Community Health on California.

Ryan White Part C Urban and Part D: Miertschin said that the Part C Urban grant application was due on August 15th and they just received the Notice of Grant Award for Part D.

SPNS Project - HIV and the Homeless Program: Miertschin said that the project ends August 31st. They are confident that there are measures in place to help homeless clients when it is over.

Texas HIV Medication Advisory Committee: Miertschin said that the next meeting will be on October 6th.

Texans Living with HIV Network: Vargas said there will be a conference call tonight regarding the function of the group.

Announcements: None.

Adjournment: The meeting was adjourned at 2:10 p.m.

Respectfully submitted,


Victoria Williams, Director

09/28/17
Date

Draft Certified by
Council Chair: 

Date 10/05/17

Final Approval by
Council Chair: 

Date 10/12/17

Council Voting Records for August 10, 2017

C = Chair of the meeting ja = Just arrived lm = Left the meeting lr = Left the room VP = Via phone	Motion #1 Agenda Carried			Motion #2 Minutes Carried			Motion #3 FY18 EIIHA Strategy Carried			MEMBERS
	ABSENT	YES	NO	ABSENT	YES	NO	ABSENT	YES	NO	
			C			C			C	
Cecilia Ross, Chair	X			X			X			Teresa Pruitt
Tracy Gorden, Vice Chair	X			X			X			Viviana Santibanez
Ted Artiaga	X			X			X			Gloria Sierra
Connie Barnes	X			X			X			Isis Torrente
Curtis Bellard	X			X			X			Steven Vargas
David Benson	X					X				Larry Woods
Skeet Boyle	X			X			X			
Ella Collins-Nelson	X			X			X			
Johnny Deal	X			X			X			MEMBERS ABSENT
Evelio Salinas Escamilla	X			X			X			Bianca Burley
Paul Grunenwald	X			X			X			Amber David
Angela F. Hawkins ja 12:10 pm	X					X				Herman Finley
Denis Kelly	X			X			X			Arlene Johnson
Peta-gay Ledbetter	X					X				J. Hoxi Jones
Tom Lindstrom	X			X			X			Allen Murray
Osaro Mgbere	X			X			X			Robert Noble
Nancy Miertschin	X					X				Krystal Perez
Rodney Mills	X					X				John Poole
Shital Patel ja 12:15 pm	X					X				Venita Ray
Tana Pradia	X			X			X			Carol Suazo

MEMBERS	Motion #4 Assessment of Part A AA Carried				Motion #5 DSHS SOC Input Carried				Motion #6 Council bylaws Carried			
	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN
Cecilia Ross, Chair		X		C						X		
Tracy Gorden, Vice Chair		X			X					X		
Ted Artiaga		X			X					X		X
Connie Barnes		X			X					X		
Curtis Bellard		X			X					X		
David Benson		X			X					X		
Skeet Boyle		X			X							
Ella Collins-Nelson		X			X							
Johnny Deal		X			X							
Evelio Salinas Escamilla		X			X							
Paul Grunenwald		X			X							
Angela F. Hawkins		X			X							
Denis Kelly		X			X							
Peta-gay Ledbetter		X			X							
Tom Lindstrom		X			X							
Osaro Mgbere		X			X							
Nancy Mertschin		X			X							
Rodney Mills		X			X							
Shital Patel		X			X							
Tana Pradia		X			X							

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ja = Just arrived
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VP = Via phone

MEMBERS	Motion #10 FY16 Carryover Funds Carried			Motion #11 EFA funding option Carried			Motion #10 FY16 Carryover Funds Carried			Motion #11 EFA funding option Carried		
	ABSENT	YES	NO	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												
MEMBERS												
Cecilia Ross, Chair			C				C					
Tracy Gorden, Vice Chair		X			X			X			X	
Ted Artiaga			X			X			X			X
Connie Barnes lm 1:58 pm	X			X								
Curtis Bellard		X			X			X			X	
David Benson		X			X			X			X	
Skeet Boyle lm 1:37 pm	X			X				X				
Ella Collins-Nelson lm 1:35 pm	X			X				X				
Johnny Deal lm 1:58 pm	X			X				X				
Evelio Salinas Escamilla			X				X					
Paul Grunenwald		X			X			X				
Angela F. Hawkins		X			X			X				
Denis Kelly			X				X					
Peta-gay Ledbetter lm 2:01 pm		X			X			X				
Tom Lindstrom			X				X					
Osaro Mgbere lm 1:58 pm	X			X				X				
Nancy Miertschin			X				X					
Rodney Mills		X			X			X				
Shital Patel			X				X					
Tana Pradia		X			X			X				

