

HOUSTON AREA HIV SERVICES RYAN WHITE PLANNING COUNCIL



We envision an educated community where the needs of all persons living with HIV 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 living with and/or affected by HIV by taking a leadership role in the planning and assessment of HIV resources.

MINUTES

12 noon, Thursday, April 12, 2018

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

MEMBERS PRESENT	MEMBERS PRESENT	OTHERS PRESENT
Skeet Boyle, Vice Chair	John Poole	Gil Flores, Tarrant Co. TGA
Carol Suazo, Secretary	Viviana Santibanez	Lauren Donnell, Tarrant Co. TGA
Ted Artiaga	Bruce Turner	Lounetta Wilson, Tarrant Co. TGA
Ruth Atkinson	Steven Vargas	Eddie Givens, External Member
Connie L. Barnes		Nancy Miertschin, HHS
Rosalind Belcher		Shabu Sam, AHF
Ella Collins-Nelson	MEMBERS ABSENT	Matilda Padilla, AHF
Bobby Cruz	David Benson, excused	Melvin Joseph, Project LEAP 2018
Johnny Deal	Angela F. Hawkins, excused	
Herman L. Finley III	Arlene Johnson	STAFF PRESENT
Ronnie Galley	J. Hoxi Jones, excused	<i>Ryan White Grant Administration</i>
Paul E. Grunenwald	Tom Lindstrom, excused	Carin Martin
Dawn Jenkins	Osaro Mgbere, excused	Heather Keizman
Daphne L. Jones	Robert Noble	Tasha Traylor
Denis Kelly	Cecilia Oshingbade, excused	
Peta-gay Ledbetter	Tana Pradia, excused	<i>The Resource Group</i>
Rodney Mills	Venita Ray, excused	Sha'Terra Johnson-Fairley
Allen Murray	Faye Robinson, excused	Crystal Townsend
Shital Patel	Gloria Sierra, excused	
Krystal Perez	Isis Torrente	<i>Office of Support</i>
		Tori Williams
		Amber Harbolt
		Diane Beck

Call to Order: Skeet Boyle, Vice Chair, called the meeting to order at 12:13 p.m.

During the opening remarks, Boyle said that there were a number of out of town meetings this week and Cecilia is at one of them, so he will chair the meeting today. He asked the three visitors from the Ft.

Worth Planning Council to introduce themselves and to please let members know if there is anything that they need during their visit.

Boyle thanked the Co-Chairs for the upcoming How To Best Meet the Need workgroup meetings. Please join them in participating in this important process. He also thanked Gloria and Denis, Co-Chairs of the Quality Improvement Committee since they are responsible for the How To Best Meet the Need process. Because the How To Best Meet the Need Training begins as soon as the Council meeting adjourns today, members were contacted earlier to let them know that all task force reports had to be submitted in writing. There will be no verbal task force reports so that the training can start on time. Lunch will be provided for those who attend the training.

Boyle then introduced Ann Dills, MSW, Systems Consultant, HIV/STD Care and Services, Texas Department of State Health Services. Ann came from Austin today to provide updated information on the Houston EMA/HSDA HIV Care Continuum which will be used in our How To Best Meet the Need process.

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

Approval of the Minutes: *Motion #2*: it was moved and seconded (Barnes, Galley) to approve the March 8, 2018 minutes. **Motion carried.** Abstentions: Atkinson, Grunenwald, Santibanez.

Public Comment and Announcements: Mikel Marshall, ViiV stated that HIV treatment is changing. The HIV population is aging and 50% will be over age 50 by 2020. The average number of years since diagnosis is now 35. Most of these individuals are dealing with health issues other than HIV and younger individuals will be on treatment for 30-40 years. Juluca is not for everyone, no drug is, but it is another option. He passed out literature on Juluca

Reports from Committees

Comprehensive HIV Planning Committee: Steven Vargas, Co-Chair, reported on the following:
2018 Epidemiological Profile: The Committee reviewed and approved Summary Data for the FY19 How to Best Meet the Need process with minor revisions. See the attached revised Summary Data.

2017-2021 Comprehensive Plan: The Committee reviewed the 2017 Comprehensive Plan feedback Summary Statement from HRSA/CDC. See the attached Summary Statement. Staff presented the Year 2 (2018) Comprehensive Plan activities relating to the Comprehensive HIV Planning Committee, and provided training on how to read the activities checklist. See the attached activities checklist. The Evaluation Workgroup will meet in May to review Year 1 (2017) implementation. Please see Diane to sign up for Evaluation Workgroup meeting reminders

Out of Care Special Study: As of the March Committee meeting, 17 key informant interviews were conducted and transcribed.

Public Hearing Topics: The Committee selected the Epidemiological Profile and the Out of Care Special Study as topics for the FY19 public hearings in May and July, with flexibility if there is a need to change the July topic.

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

Training: How To Best Meet the Need Process: Tori Williams provided training on the FY 2019 How To Best Meet the Need process. Members signed up to participate in the different workgroup meetings.

2017-21 Comprehensive HIV Plan: Amber Harbolt reviewed committee tasks associated with The Houston Area Comprehensive HIV Prevention and Care Services Plan 2017 through 2021.

HIV and Aging Coalition: The committee agreed to provide volunteers for the Long-Term HIV Survivors event on June 3, 2018. The committee needs 3 additional volunteers to meet the goal of nine or more. Please see Rod if you wish to volunteer on behalf of the Council.

Greeters: Many thanks to the people who serve as Greeters at our Council meetings. See the attached list of those volunteers who come early to make sure that guests and colleagues are provided assistance and made to feel welcome when they attend our meetings.

Quality Improvement Committee: Denis Kelly, Co-Chair, reported on the following:

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

- FY17/18 SS-R Procurement Report, dated 02/15/18
- Health Insurance Assist. Service Utilization Report, dated 03/06/18

2017-21 Comprehensive HIV Plan: Amber Harbolt reviewed committee tasks associated with the Houston Area Comprehensive HIV Prevention and Care Services Plan 2017 through 2021.

FY 2019 How To Best Meet the Need Workgroup Schedule: Please see Rod to sign up to participate in any of the the FY 2019 How To Best Meet the Need workgroup meetings. See the attached schedule.

2018 Idea Forms: See two attached documents. **Motion #3:** *Approve the 2018 Criteria for Reviewing Ideas*, and the *2018 Proposed Idea Form*. **Motion Carried.**

Priority and Allocations Committee: No report.

Operations Committee: Johnny Deal, Co-Chair, reported on the following:

Waiver from Honorariums Policy 1200.00: See the attached request and copy of the policy. **Motion #4:** *it was moved and seconded (Collins-Nelson, Boyle) that the work of the CHATT Project is considered to be consulting work and therefore the Honorarium Policy does not apply.* **Motion Carried.**

Abstentions: Finley, Ledbetter, Mills, Vargas.

Form for Requesting a Waiver from Petty Cash Policy 900.01: **Motion #5:** *Approve the attached form to be used for requesting a waiver from the Houston Ryan White Planning Council's Petty Cash Policy 900.01.* **Motion Carried.** Abstention: Collins-Nelson.

Ryan White Council and Committee Future Meeting Schedule: Per a number of requests from community members, and because more and more people living with HIV are going back to work, the Operations Committee is going to begin to collect information that will be used to explore the idea of possibly holding future Ryan White Council or committee meetings in the evening.

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: Sha'Terra Johnson-Fairly, Health Planner, summarized the attached report.

Medical Updates: Patel presented the attached report.

HIV and Aging Coalition: See the attached report submitted by Turner.

Texas HIV Medication Advisory Committee: See the attached report submitted by Turner.

Announcements: None.

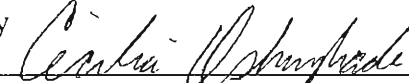
Adjournment: The meeting was adjourned at 1:23 p.m.

Respectfully submitted,

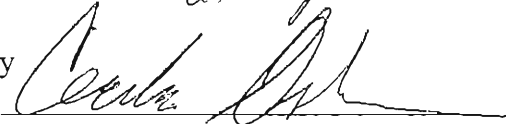


Victoria Williams, Director

Date 06/01/18

Draft Certified by
Council Chair: 

Date 06/07/18

Final Approval by
Council Chair: 

Date 06/14/18

C = Chair of the meeting ja = Just arrived lm = Left the meeting lr = Left the room VP = Via phone	Motion #4 Waiver from Honorarium Policy 1200.00 Carried			Motion #5 Waiver from Petty Cash Policy 900.01 Carried			Motion #4 Waiver from Honorarium Policy 1200.00 Carried			Motion #5 Waiver from Petty Cash Policy 900.01 Carried					
	ABSENT	YES	NO	ABSTAIN	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN
MEMBERS															
Skeet Boyle, Vice Chair				C											
Carol Suazo, Secretary		X			X				X				X		
Ted Artiaga		X			X				X				X		
Ruth Atkinson		X			X										
Connie L. Barnes		X			X										
Rosalind Belcher		X			X										
Ella Collins-Nelson		X			X										
Bobby Cruz		X			X										
Johnny Deal		X			X										
Herman L. Finley III				X											
Ronnie Galley		X			X										
Paul E. Grunenwald		X			X										
Dawn Jenkins		X			X										
Daphne L. Jones		X			X										
Denis Kelly		X			X										
Peta-gay Ledbetter				X											
Rodney Mills				X											
Allen Murray		X			X										
Krystal Perez		X			X										
Shital Patel		X			X										
John Poole		X			X										