

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, June 14, 2018

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

MEMBERS PRESENT	MEMBERS PRESENT	OTHERS PRESENT
Cecilia Oshingbade, Chair	Gloria Sierra	Project LEAP Students-see attached
Skeet Boyle, Vice Chair	Bruce Turner	Bret Camp, AHF
Ruth Atkinson	Steven Vargas	Genevieve Sabblah, AHF
Connie L. Barnes		Shelly Lucas, DSHS
Rosalind Belcher		Crystal Starr, External Member
Ella Collins-Nelson	MEMBERS ABSENT	Nancy Miertschin, HHS
Bobby Cruz	Ted Artiaga, excused	Alex Steffler, Legacy
Johnny Deal	David Benson, excused	Ann Robison, Montrose Center
Herman L. Finley III	Paul E. Grunenwald, excused	Ruby Abrol, MD, ViiV Healthcare
Ronnie Galley	Arlene Johnson	
Angela F. Hawkins	Daphne L. Jones, excused	STAFF PRESENT
Dawn Jenkins	J. Hoxi Jones, excused	<i>Ryan White Grant Administration</i>
Denis Kelly	Tom Lindstrom, excused	Carin Martin
Peta-gay Ledbetter	Osaro Mgbere, excused	Tasha Traylor
Rodney Mills	Krystal Perez, excused	
Allen Murray	John Poole, excused	<i>The Resource Group</i>
Robert Noble	Venita Ray	Sha'Terra Johnson-Fairley
Shital Patel	Carol Suazo, excused	Crystal Townsend
Tana Pradia	Isis Torrente, excused	
Faye Robinson		<i>Office of Support</i>
Viviana Santibanez		Tori Williams
		Amber Harbolt
		Diane Beck

Call to Order: Cecilia Oshingbade, Chair, called the meeting to order at 12:09 p.m.

During the opening remarks, Oshingbade welcomed the Project LEAP students and said that Council members are looking forward to their presentation. Staff from the Ft. Worth Planning Council spent two

days in April observing some of the Council-sponsored meetings. In a follow up note, Gil Flores said, "Thanks to all of you for your help and support. You should be proud of the great work you do. You are all truly inspirational." Oshingbade thanked Amber, Peta and Rodney for the wonderful job that they did providing information about Needs Assessments on the CHATT national webinar. People from all over the country sent comments like: "Great session! Very informative! And, Supremely informative and appreciated". Oshingbade thanked Amber, Peta and Rodney for making the Houston Planning Council look so good.

Oshingbade continued by thanking the Council and committee members, as well as the Project LEAP students, who helped with the event honoring Houston's long-term HIV survivors. It was a great event. Bruce Turner was thanked for his vision and hard work on the event. And, Skeet was thanked for chairing the Council meetings while Oshingbade was away.

On a different subject, the Houston Health Department asked the Planning Council to send two representatives to serve on a Community Advisory Board that will help create a marketing campaign focused on PrEP and linkage to care. At Oshingbade's request, Denis Kelly and John Poole will represent the Council on the Advisory Board.

Project LEAP 2018 Presentations: Harbolt and the Project LEAP students presented the results of their class project entitled: *All People Have the Opportunity to Become Undetectable: Recommendations for the Houston Comprehensive HIV Prevention and Care Services Plan*. See the attached PowerPoint presentation for details.

Training: Updates from the Texas Dept. of State Health Services (DSHS): Shelley Lucas, the Manager of the HIV/STD Prevention and Care Branch of the Texas Department of State Health Services presented information on what is happening regarding ADAP and HIV care on the State level.

Adoption of the Agenda: Motion #1: it was moved and seconded (Barnes, Boyle) to adopt the agenda with one change: because the Steering Committee tabled approval of Chapter 1 of the Epidemiological Report and sent it back to the Comprehensive HIV Planning Committee for possible changes, the item was deleted from the agenda. **Motion carried.**

Approval of the Minutes: Motion #2: it was moved and seconded (Barnes, Kelly) to approve the April 12, 2018 minutes. **Motion carried.** Abstentions: c.

Public Comment and Announcements: See attached written comments. Verbal comments included: * Ruby Abrol, ViiV Healthcare stated that she is their new representative. ViiV will continue to offer support to the local community. * Ann Robison, Montrose Center stated that she has already submitted two comments, one explaining the withdrawal of funding for outreach and case management services for people living with HIV who are receiving substance abuse treatment and the second regarding the service linkage worker service definition. When the funding ends in August 2019, the Houston area will lose five case managers that are currently funded through the SAMHSA grant. DSHS has found funds to cover the outreach workers. DSHS also encouraged her to come to Ryan White to get funds for the remaining positions. * Crystal Townsend stated that there is currently a program to help those leaving the Harris County Jail get connected to services. She distributed flyers and business cards for the Joint Processing Reentry Center. She said that most releasees are unaware that jail staff can help them get their SSI and SSDI benefits reinstated within 48 hours of release.

Reports from Committees

Comprehensive HIV Planning Committee: Steven Vargas, Co-Chair, reported on the following:
2018 Epidemiological Profile: Chapter 1 of the Epidemiological Report was tabled and sent back to the committee for possible changes.

2018 Epidemiological Profile: Staff will work jointly with the Houston Health Department's newly re-structured Disease Prevention and Control Division of the Houston Health Department to complete the remaining chapters.

Special Study: Social Determinants of Health: Dr. Mgbere provided first-run social determinants of health data from the Houston Medical Monitoring Project. Dr. Mgbere will provide outstanding requested data in future runs.

Evaluation Workgroup: The Evaluation Workgroup met on May 10th and began review of Year 1 (2017) implementation of the 2017-2021 Comprehensive Plan. The Workgroup will resume the evaluation process on Tuesday, June 12th. Please see Diane if you would like to be added to the Evaluation Workgroup.

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

Community Events: See the attached list of 2018 community events where members of the Affected Community Committee and others will be attending to staff a Ryan White booth. Please speak with Tori if you wish to help staff the booth at the Pride Festival.

Greeters: Many thanks to the people who serve as Greeters at our Council meetings.

2018 Quarterly Committee Report: See the attached 2018 Quarterly Committee Report.

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

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

- FY 2017 Service Utilization, dated 05/23/18
- FY 2017 Procurement, dated 05/15/18

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

- 2017 Chart Reviews
- FY17/18 Part B Procurement, dated 05/09/18
- FY17/18 DSHS State Services Procurement, dated 05/09/18
- FY17/18 DSHS State Services-R Procurement, dated 05/09/18
- Health Insurance Assist. Service Utilization Report, dated 05/07/18
- Health Insurance Assist. Service Utilization Report, dated 03/05/18
- FY17/18 Part B Service Utilization, dated 05/09/18

FY 2019 How To Best Meet the Need Recommendations: ***Motion #3:*** *Send the new service definition for Service Linkage Workers at Outpatient Substance Abuse Provider to the Quality Improvement Committee for review.* **Motion carried.** Abstention: Finley.

Motion #4: *Approve the attached FY 2019 Ryan White Part A, MAI, Part B and State Services service definitions and financial eligibility; create up to five service linkage worker positions targeting outpatient substance abuse treatment, with the understanding that the Quality Improvement Committee will review the service definition before the Council provides final approval; and table the Referral for*

Health Care and Support Services service definition to give the Quality Improvement Committee more time to review additional information. Motion carried. Abstentions: Finley, Jenkins, Kelly, Noble, Patel, Robinson.

Targeting Chart for FY 2019 Service Categories: ***Motion #5:*** *Approve the attached Targeting Chart for FY 2019 Service Categories for Ryan White Part A, B, MAI and State Services Funding. Motion carried.* Abstention: Noble.

Checklist for the Assessment of the Administrative Mechanism: ***Motion #6:*** *Approve the attached checklist for the Houston Ryan White Administrative Mechanism. Motion carried.* Abstention: Noble.

Priority and Allocations Committee: Bruce Turner, Co-Chair, reported on the following:

FY 2019 Service Priorities: Although the Committee developed recommendations regarding the FY 2019 Ryan White Service Priorities, these will be presented to the Council, along with the recommended FY 2019 allocations, in July.

FY 2018 Allocations: ***Motion #7:*** *Because the final notice of grant award arrived three months into the fiscal year, and because of the importance of allocating funds rapidly, the committee agreed to suspend its policy for allocating unobligated funds and asked the Ryan White Part A Administrative Agent to allocate \$242,768 in unallocated funds to the ambulatory outpatient primary medical care service category. Motion carried.* Abstentions: Finley, Jenkins, Kelly, Noble, Patel, Robinson.

Quarterly Committee Report: See the attached 2018 Quarterly Committee Report.

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

FY 2018 Council Support Budget: ***Motion #8:*** *Approve the transfer of funds in the amount of \$10,860 from the Resource Guide to Out of EMA travel in order to accommodate the cost of sending four individuals to the All Grantees meeting in Washington DC in December 2018. Motion Carried.*

Budget for the 2020-2021 Blue Book: ***Motion #9:*** *Approve the attached budget for the 2020-2021 Blue Book. Motion Carried.*

FY 2019 Council Support Budget: ***Motion #10:*** *Approve the attached FY 2019 Council Support Budget. Motion Carried.*

Schedule of 2018 Council Training Topics: See the attached schedule of 2018 Council Training Topics.

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.

Community Development Advisory Council (CDAC): Deal said that they met on May 16, 2018 to discuss housing in relation to Hurricane Harvey.

Community Prevention Group (CPG): Townsend said that Gilbreath Media Group presented at the last meeting; they created the marketing campaign for radio and television aimed at Houston Pride.

Updates from Task Forces

Sexually Transmitted Infections (STI): Finley said that they have been working with a local rapper and distributed condoms at Splash. They will also distribute condoms at Pride.

Latino: Sierra said they have health fairs scheduled for August 4th and August 25th.

Youth: The Youth Transition Summit will be held on August 1st.

Transgender: Santibanez said that a sister came from Honduras. She was not given HIV care while in an ICE detention center in New Mexico and died. It is a wakeup call for the community.

Hepatitis C: Vargas presented the attached report.

HIV and Aging Coalition: Turner said that the Area Agency on Aging presented at the meeting last month. Long Term Survivor Awareness Day was June 3rd, hence, he presented information about long term survivors to the City Council on June 6th.

Texas HIV Medication Advisory Committee: Turner presented the attached report.

Positive Women’s Network (PWN): Pradia said the next meeting is July 9th at 6 pm at the Montrose Center. They will have an Open House on July 16th from 2 pm-4 pm at the Clayton Library.

Texas Black Women’s Initiative (TBWI): Johnson-Fairly said they were awarded a health equity micro grant. They will be having an event in September promoting HIV prevention, treatment and PrEP for women of color.

Texas HIV Syndicate: Vargas said they are working to complete the HIV/Hepatitis C conference regarding the statewide END plan.

END HIV Houston: Townsend said that she is the new END coordinator and invited all to join one or more workgroups.

Texans Living with HIV Network: Vargas said that Pradia was voted in as secretary and he was elected as one of the co-chairs.

Announcements: Turner thanked all who volunteered to help at the HIV Awareness Day event. Noble said that he has a new position as a non-medical case manager at AIDS Healthcare Foundation. He then introduced their Medical Case Manager, Genevieve Sabblah. Vargas said there will be a fundraising event for HIV outreach workers at Hamburger Mary’s on Tuesday night.

Adjournment: The meeting was adjourned at 1:58 p.m.

Respectfully submitted,

Victoria "Jon" Williams
Victoria Williams, Director

Date 07/02/18

Draft Certified by
Council Chair: Carlin Osburn

Date 07/05/18

Final Approval by
Council Chair: Carlin Osburn

Date 07/12/18

Council Voting Records for June 14, 2018

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 Svc def SLW at Subs Abuse Facility Carried							
	YES		NO		YES		NO		YES		NO		YES		NO	
	ABSENT		ABSTAIN		ABSENT		ABSTAIN		ABSENT		ABSTAIN		ABSENT		ABSTAIN	
	MEMBERS		MEMBERS		MEMBERS		MEMBERS		MEMBERS		MEMBERS		MEMBERS		MEMBERS	
C. Oshingbade, Chair																
Skeet Boyle, Vice Chair	X				X					X					X	
Ruth Atkinson	X				X					X					X	
Connie L. Barnes	X				X					X						
Rosalind Belcher ja 1:07	X			X												
Ella Collins-Nelson	X				X											
Bobby Cruz	X				X											
Johnny Deal	X				X					X						
Herman L. Finley III ja 12:48	X			X												
Ronnie Galley	X				X											
Angela F. Hawkins	X				X											
Dawn Jenkins	X				X											
Denis Kelly	X				X											
Peta-gay Ledbetter	X				X											
Rodney Mills	X				X											
Allen Murray	X				X											
Robert Noble	X				X											
Shital Patel	X				X											
Tana Pradia	X				X											
Faye Robinson	X				X											
Viviana Santibanez	X				X											

C = Chair of the meeting ja = Just arrived lm = Left the meeting lr = Left the room VP = Via phone	Motion #4 HTBMN Workgroup Recs Carried			Motion #5 HIV Targeting Chart Carried			Motion #6 Admin Assess Checklist Carried			Motion #7 Unallocated Funds Carried			
	MEMBERS	ABSENT	YES	NO	ABSTAIN	YES	NO	ABSTAIN	YES	NO	ABSTAIN	YES	NO
		MEMBERS											
C. Oshingbade, Chair													
Skeet Boyle, Vice Chair	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		X										
Ronnie Galley	X		X										
Angela F. Hawkins	X		X										
Dawn Jenkins	X		X										
Denis Kelly	X		X										
Peta-gay Ledbetter	X		X										
Rodney Mills	X		X										
Allen Murray	X		X										
Robert Noble	X		X										
Shital Patel	X		X										
Tana Pradia	X		X										
Faye Robinson	X		X										
Viviana Santibanez	X		X										

Motion #4 HTBMN Workgroup Recs Carried			Motion #5 HIV Targeting Chart Carried			Motion #6 Admin Assess Checklist Carried			Motion #7 Unallocated Funds Carried			
MEMBERS	ABSENT	YES	NO	ABSTAIN	YES	NO	ABSTAIN	YES	NO	ABSTAIN	YES	NO
MEMBERS ABSENT												
Ted Artiaga		X										
David Benson		X										
Paul Grunenwald		X										
Arlene Johnson		X										
Daphne L. Jones		X										
J. Hoxi Jones		X										
Tom Lindstrom		X										
Osaro Mgbere		X										
Krystal Perez		X										
John Poole		X										
Venita Ray		X										
Carol Suazo		X										
Isis Torrente		X										

