

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, March 14, 2019

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

MEMBERS PRESENT	MEMBERS PRESENT	OTHERS PRESENT
Bruce Turner, Chair	Matilda Padilla	Paul Grunenwald, DSHS
John Poole, Vice Chair	Imran Shaikh	
Tana Pradia, Secretary	Crystal Starr	
Veronica Ardoin		
Ted Artiaga		
Rosalind Belcher	MEMBERS ABSENT	STAFF PRESENT
Tony Crawford	Connie L. Barnes, excused	<i>Ryan White Grant Administration</i>
Bobby Cruz	Arlene Johnson	Carin Martin
Johnny Deal	Daphne L. Jones, excused	Heather Keizman
Ronnie Galley	Denis Kelly, excused	Samantha Bowen
Ahmier Gibson	Tom Lindstrom	
Gregory Hamilton	Rodney Mills, excused	<i>The Resource Group</i>
Angela F. Hawkins	Niquita Moret, excused	Sha'Terra Johnson-Fairley
Allison Hesterman	Robert Noble	Crystal Townsend
Dawn Jenkins	Shital Patel, excused	Marcus Benoit
Mel Joseph	Faye Robinson, excused	
J. Hoxi Jones	Pete Rodriguez, excused	<i>Office of Support</i>
Peta-gay Ledbetter	Gloria Sierra, excused	Tori Williams
Holly McLean	Carol Suazo	Amber Harbolt
Allen Murray	Isis Torrente, excused	Diane Beck

Call to Order: C. Bruce Turner, Chair, called the meeting to order at 12:07 p.m.

During the opening remarks, Turner thanked all of the people who are helping with Project LEAP recruitment. Ronnie Galley has been spearheading the effort with lots of help from Gregory, Tana, Cecilia, Isis, Tony, Skeet, Crystal and Johnny Deal. They have been sending some great candidates! He also thanked those who handed out Project LEAP information at the AIDS Walk: Ronnie, Allen, Tana, Bianca Burley and her daughter. He then called for a Moment of Reflection.

Adoption of the Agenda: Motion #1: it was moved and seconded (Starr, Deal) to adopt the agenda with the following change, add Under III.C. Two PowerPoint presentations on Ryan White Part A chart reviews. **Motion Carried.**

Approval of the Minutes: Motion #2: it was moved and seconded (Hawkins, Starr) to approve the February 14, 2019 minutes. **Motion Carried.** Abstentions: Jones, Ledbetter, Shaikh.

Training: The How To Best Meet the Need Process: Tori Williams presented the attached PowerPoint.

Training: People First Language: Angela F. Hawkins and Tana Pradia, Positive Women's Network, presented the attached PowerPoint.

Public Comment and Announcements: None.

Reports from Committees

Comprehensive HIV Planning Committee: Ted Artiaga, Co-Chair, reported on the following:
2019 Committee Goals: Please see the attached 2019 Committee Goals.

Needs Assessment Group: Please see the attached 2019 Needs Assessment Timeline. NAG held its first meeting on February 18, 2019 to adopt quorum, voting, and attendance rules as well as key concepts for the 2019 survey. The NAG Epidemiology and Survey Workgroups will meet on March 18, 2019. Please see Diane to be added to NAG Workgroup mailing lists.

Committee Vice Chair: Rodney Mills was elected as vice chair for Comprehensive HIV Planning Committee.

Affected Community Committee: Ronnie Galley, Vice Chair, reported on the following:

Committee Orientation: All committees dedicated the first portion of their February meeting to general orientation, which included a review of the purpose of the committee, requirements, such as the Open Meetings Act training deadline, work products, meeting dates and more. The Affected Community Committee also reviewed the Purpose of the Planning Council and Public Hearings, and role-played questions that members might receive while staffing a booth at a health fair, see attached. Mills highlighted the attached information about Ryan White, the young man after whom the CARE Act was named.

Committee Goals: See the attached 2019 Committee goals.

Community Events: See the attached list of 2019 Community Events.

Greeters for Council Meetings: See the attached list of 2019 Greeters.

The Resource Group: Problem Resolution: See the attached presentation from The Resource Group on problem resolution.

Committee Vice Chair: Ronnie Galley was elected as vice chair for the Affected Community Committee.

Quality Improvement Committee: Ronnie Galley, Vice Chair, reported on the following:

Part A Chart Reviews: Bowen and Keizman gave the attached PowerPoint presentations.

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

- FY18 Procurement Report – Part A & MAI, dated 02/08/19
- FY18 Service Utilization Report – Part A & MAI, dated 12/19/18

- FY17 Chart Reviews
 1. Primary Care
 2. Oral Health – Rural
 3. Vision
 4. Case Management
- Performance Measures, received 02/13/19
- Selected Core Performance Measures by Gender, received 02/13/19
- Clinical Quality Management Quarterly Committee Report, 02/07/19

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

- How To Read TRG Reports 2019
- Procurement Reports Part B & SS – dated 02/06/19
- Service Utilization Report Part B – dated 02/05/19
- Health Insurance Program Reports – dated 01/08/19 & 02/04/19
- 2018 Chart Review Packet regarding:
 1. Early Intervention Services – Incarcerated
 2. Home and Community Based Services
 3. Hospice Services
 4. Mental Health Services
 5. Oral Health Care Services

Committee Vice Chair: Ronnie Galley was elected as vice chair for the Quality Improvement Committee.

Priority and Allocations Committee: Peta-gay Ledbetter, Co-Chair, reported on the following: Report from AA – Part A/MAI: See the attached reports from the Part A/MAI Administrative Agent:

- REVISED FY18 Procurement, dated 02/28/19

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

- REVISED Procurement, FY18/19 Part B, dated 02/28/19
- Procurement, FY18/19 SS, dated 02/19/19

FY 2020 Guiding Principles and Criteria: ***Motion #3: Approve the attached FY 2020 Guiding Principles and Decision Making Criteria. Motion Carried.*** Abstentions: Crawford, Joseph.

FY 2020 Priority Setting Process: ***Motion #4: Approve the attached FY 2020 Priority Setting Process. Motion Carried.***

FY 2019 Policy for Addressing Unobligated and Carryover Funds: ***Motion #5: Approve the attached FY 2019 Policy for Addressing Unobligated and Carryover Funds. Motion Carried.***

Committee Vice Chair: Allen Murray agreed to be vice chair for the Priority and Allocations Committee.

Committee Goals: See the attached 2019 Committee goals.

Operations Committee: Allen Murray, Co-Chair, reported on the following:
Committee Goals: See the attached 2019 Committee goals.

Council Orientation Evaluation Results: See the attached evaluation results of the 2019 Council Orientation.

Training Topics for Council Meetings: See the attached list of Training Topics for 2019 Council Meetings.

Committee Vice Chair: Bobby Cruz was elected as vice chair for the Operations Committee.

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, submitted the attached report.

New Business

Ryan White Part C Urban and Part D: Jenkins said that Harris Health System will have a HRSA comprehensive site visit April 16-18, 2019.

Community Prevention Group (CPG): Townsend said they have started the needs assessment process with the Planning Council and members will attend NAG and workgroup meetings.

Updates from Task Forces

African American: Benoit said that they are participating in Advocacy Day later this month and will have information about their street outreach event soon.

Transgender: Starr said that she checked with the City of Houston and there is no transgender task force. Williams will remove it from the agenda; in the event a task force is created she will add it back.

HIV and Aging Coalition: Turner submitted the attached report.

Positive Women's Network (PWN): Pradia said they are participating in Advocacy Day later this month and will be holding an event at the Montrose Center. See attached event flyer.

PrEP and Data to Care Campaigns: Townsend said that the campaign launch has been postponed.

END HIV Houston: Townsend said that they are participating in Advocacy Day later this month. So far there have been 70 RSVPs statewide. There is still time to register at Legacy; transportation, breakfast and lunch are included.

Texans Living with HIV Network: Pradia said that they will be having a conference call tonight.

Announcements: Turner said there will be no verbal Task Force reports in April to accommodate the How To Best Meet the Need training that starts as soon as the Council meeting adjourns. If you have

important information to share with the Council, be sure to submit a written report. Bowen provided flyers about the Consumer Training on Quality series, see attached.

Adjournment: The meeting adjourned at 1:34 p.m.

Respectfully submitted,

Victoria "Joie" Williams
Victoria Williams, Director

Date 03/26/19

Draft Certified by
Council Chair: *[Signature]*

Date 04/04/19

Final Approval by
Council Chair: *[Signature]*

Date 04/11/19

