

**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, November 14, 2019

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

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

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

During the opening remarks, Turner said that the presentation at Commissioners Court for the World AIDS Day resolution went well. He then passed around the Resolution and a photo of the Harris County

Judge and Commissioners with the Council Members who attended the presentation. Turner called for a Moment of Reflection.

Adoption of the Agenda: *Motion #1*: it was moved and seconded (Starr, Galley) to adopt the agenda. **Motion Carried.**

Approval of the Minutes: *Motion #2*: it was moved and seconded (Kelly, Crawford) to approve the October 10, 2019 minutes. **Motion Carried.** Abstentions: Belcher, Hesterman, Moret, Starr, and Suazo.

We Appreciate Our External Committee Members: Turner said that there were 32 external committee members in 2019. These individuals broaden our expertise and make participation in our processes robust and more representative of the people we serve. Turner then presented a certificate of appreciation to each of the following 2019 external committee members: Ardry Boyle, Daniel Impastato, Darryl McNeil, Nancy Miertschin, Lionel Pennamon, Tracy Sandles, Deborah Somoye, Edward Tate and Anthony Williams. Those who were unable to attend will receive their certificate in the mail.

Training: Ryan White Election Policy: Ronnie Galley and Allen Murray, Co-Chairs of the Operations Committee, reviewed the Council's election policy, see attached.

Updates from the Texas Department of State Health Services (DSHS): Shelly Lucas, Manager, HIV/STD Prevention and Care Branch, Texas Department of State Health Services (DSHS) said that the State included HIV in the new strategic plan, including use of the pillars from the national End HIV plan. DSHS is part of the CDC jurisdiction working with local health department partners. Pradia asked why there were no consumer members from Houston on the Texas HIV Medication Advisory Committee. Lucas said that the committee requires consumer membership but not geographic representation. They will be calling for applications next year, please send plenty of good applicants from the Houston area. Current members from Houston include Nancy Miertschin and new Chair Dr. Natalie Vanek. Turner asked about the change in eligibility requirements. Lucas said that the governor has seen it and asked that we hold discussion about this issue until next year.

Public Comment and Announcements: None.

Reports from Committees

Comprehensive HIV Planning Committee: Daphne L. Jones, Chair, reported on the following: Epidemiological Profile: The Committee reviewed and offered content feedback on drafts of Chapter 6 (Special Topics in HIV Epidemiology in the Houston Area), and two additional chapters from the Houston Health Department (HHD): National HIV Behavioral Surveillance (NHBS) and Houston Medical Monitoring Project (HMMP).

Needs Assessment Progress: As of 11/14/19, 577 surveys have been collected. This is 98% of the minimum target sample size. Office of Support staff will be conducting Needs Assessment surveys at multiple non-medical sites throughout the community in the month of November. A meal will be provided, and participants will receive a \$10 gift card in appreciation for their assistance. Eligible participants must be living with HIV; reside or receive HIV medical care in the EMA or the HSDA; may not have participated in the survey earlier this year; and may not be current members of the Houston Ryan White Planning Council. See the attached document for survey days and sites. Please take some mini-flyers before leaving today's meeting; share the information with friends, colleagues, clients, and social media; and see Diane if you would like mini-flyers in bulk or electronically. We have a new boosted post on Facebook to reach folks to do the survey online.

Affected Community Committee: Ronnie Galley reported on the following:

Training: Intimate Partner Violence and HIV: Samantha Bowen from Ryan White Grant Administration gave an excellent presentation and training exercise on Intimate Partner Violence and HIV.

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

2019 Greeters: See the attached list of 2019 Greeters.

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

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

- FY19 Procurement Report – Part A & MAI, dated 10/24/19
- FY19 Service Utilization Report – Part A & MAI, as of 09/06/19

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

- FY 2019/20 Procurement Report Part B – dated 09/26/19
- FY 2018/19 Procurement Report DSHS** SS – dated 09/26/19
- FY 2019/20 RW Part B Service Utilization – 1st Quarter dated 07/31/19
- FY 2018/19 DSHS Service Utilization – dated 09/30/19
- FY 2018/19 Health Insurance Program Report – dated 09/24/19

FY 2020 Standards of Care and Performance Measures: **Motion #3:** *Approve the recommended changes regarding the FY 2020 Standards of Care and Performance Measures for Ryan White Part A, B and State Services.* **Motion Carried.** Abstention: Starr.

Priority and Allocations Committee: Bobby Cruz, Co-Chair, reported on the following:

FY 2019 RW Part A Funding Increases: **Motion #4:** *Per the attached chart, reallocate \$155,000 in RW Part A funds.* **Motion Carried.** Abstentions: Crawford, Jenkins, Jones, Kelly, Moret, Patel, Robinson, and Shaikh.

FY 2019 Unspent Funds: **Motion #5:** *In the final quarter of the FY 2019 Ryan White Part A, Part B and State Services grant years, after implementing the year end Council-approved reallocation of unspent funds and utilizing the existing 10% reallocation rule to the extent feasible, Ryan White Grant Administration (RWGA) may reallocate any remaining unspent funds as necessary to ensure the Houston EMA has less than 5% unspent Formula funds and no unspent Supplemental funds. The Resource Group (TRG) may reallocate any remaining unspent funds as necessary to ensure no funds are returned to the Texas Department of State Health Services. RWGA and TRG must inform the Council of these shifts no later than the next scheduled Ryan White Planning Council Steering Committee meeting.* **Motion Carried.** Abstentions: Jenkins, Jones, Kelly, Moret, Patel, Robinson, and Shaikh.

Ryan White Part A - FY 2019 Carryover Funds: **Motion #6:** *If there are FY 2019 Ryan White Part A carryover funds, it is the intent of the committee to recommend allocating the full amount to Outpatient/Ambulatory Primary Medical Care.* **Motion Carried.** Abstentions: Jenkins, Jones, Kelly, Moret, Patel, Robinson, and Shaikh.

Quarterly Committee Report: See the attached Quarterly Committee Report.

Operations Committee: Allen Murray, Co-Chair, reported on the following:

Election of 2020 Ryan White Attendance Policy 600.01: After much discussion, it was agreed that the Operations Committee should review the excused absence policy for Council officers and committee co-chairs. **Motion #7:** *If an officer of the Ryan White Planning Council misses three, unexcused consecutive meetings of the Steering Committee and Planning Council, they must step down as an officer and an election will be held to fill the position. (Example: an officer must step down if he/she does not contact*

the Office of Support and request an excused absence and if they miss the October Steering Committee, October Planning Council and the November Steering Committee meetings.) Staff is asked to remind nominees for officer positions of this new requirement. And, when presenting their qualifications to the Council before an election, nominees must state that, to the best of their knowledge, they will not have difficulty meeting this additional attendance requirement. **Motion Carried.** Abstention: Kelly.

Slate of Nominees for Officers of the 2020 Ryan White Council: Kelly asked that his name be removed from the slate of nominees. **Motion #8:** Approve the updated attached slate of nominees for officers of the 2020 Ryan White Planning Council. **Motion Carried.**

Important Dates in 2020: Please note the following important meeting dates in 2020:

- Mentor Luncheon – Thursday, January 16, 2020
- All-day Council Orientation – Thursday, January 23, 2020

Quarterly Committee Report: See the attached Quarterly Committee Report.

Report from Office of Support: Tori Williams, Director, summarized the attached report. She said that the person who donates the cake each year for the External Member Appreciation Celebration does so because of the work that the Council does; he has friends that benefit from the Ryan White Program.

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 information about the rise of STDs in the U.S. and Texas.

Ryan White Part C Urban and Part D: Jenkins said that HRSA has asked them to be more creative and innovative with their program.

Updates from Task Forces

African American: Johnson-Fairly said they are having a Masquerade Gala for World AIDS Day.

Project PATHH: Deal said that they are having a World AIDS Day brunch on November 30th..

HIV and Aging Coalition: Turner said they have a business meeting on Monday to discuss the future of the group. Johnson-Fairly said that New Orleans is having an HIV and Aging Summit.

Texas HIV Medication Advisory Committee: Miertschin said they have new officers. Dr. Natalie Vanek from Legacy is the Chair and the Vice Chair is from the San Antonio Planning Council.

Positive Women's Network (PWN): Pradia said they were in Atlanta last week for an intense training and thanked everyone for their support. They have a community update tonight, see the flyer in the meeting packet.

Texas Black Women's Initiative: Johnson-Fairly said they submitted an abstract for the Hair and Health Show to several conferences.

Texas HIV Syndicate: Harbolt said that Houston is greatly underrepresented on the syndicate and encouraged those interested to get involved in this state level planning body.

END HIV Houston: Townsend said they are working with PWN on community engagement. See the flyer for tonight's community update at Bering.

Announcements: Pradia said that the Thanksgiving luncheon at Thomas Street Health Center will be on November 26th. The HIV and Aging Coalition Christmas party will be at 7:00 p.m. on December 14th at the Montrose Center.

Adjournment: The meeting adjourned at 1:54 p.m.

Respectfully submitted,

Victoria "Joni" Williams
Victoria Williams, Director

Date 11/26/19

Draft Certified by
Council Chair: [Signature]

Date 12/05/19

Final Approval by
Council Chair: [Signature]

Date 12/12/19

Council Voting Records for November 14, 2019 - continued

C = Chair of the meeting ja = Just arrived lm = Left the meeting lr = Left the room	Motion #4 FY19 Part A Reallocations Carried			Motion #5 FY19 Unspent Funds Carried			Motion #6 FY19 Carryover Funds Carried			MEMBERS ABSENT	
	ABSENT	YES	NO	ABSTAIN	YES	NO	ABSTAIN	YES	NO		ABSTAIN
MEMBERS											
Bruce Turner, Chair											
Tana Pradia, Secretary	X				X			X			Veronica Ardoin
Rosalind Belcher		X									Ted Artiaga
Tony Crawford			X		X			X			Ahmier Gibson
Bobby Cruz		X			X			X			Gregory Hamilton
Johnny Deal		X			X			X			Arlene Johnson
Ronnie Galley		X			X			X			Mel Joseph
Angela F. Hawkins		X			X			X			Peta-gay Ledbetter
Allison Hesterman		X			X			X			Tom Lindstrom
Dawn Jenkins			X			X			X		Holly McLean
Daphne L. Jones			X			X			X		Rodney Mills
J. Hoxi Jones		X			X			X			Matilda Padilla
Denis Kelly			X			X			X		John Poole
Niquita Moret			X			X			X		Gloria Sierra
Allen Murray		X			X			X			Isis Torrente
Shital Patel			X			X		X			
Faye Robinson			X			X		X			
Pete Rodriguez		X			X			X			
Imran Shaikh			X			X			X		
Crystal Starr		X			X			X			
Carol Suazo		X			X			X			

Council Voting Records for November 14, 2019 - continued

C = Chair of the meeting ja = Just arrived lm = Left the meeting lr = Left the room	Motion #7 RW Policy 600.01 Carried			Motion #8 Slate of Nominees for 2020 Officers Carried			MEMBERS ABSENT
	ABSENT	YES	NO	ABSENT	YES	NO	
MEMBERS							
Bruce Turner, Chair			C				C
Tana Pradia, Secretary		X			X		Veronica Ardoin
Rosalind Belcher		X			X		Ted Artiaga
Tony Crawford		X			X		Ahmier Gibson
Bobby Cruz		X			X		Gregory Hamilton
Johnny Deal		X			X		Arlene Johnson
Ronnie Galley		X			X		Mel Joseph
Angela F. Hawkins lm 1:44			X		X		Peta-gay Ledbetter
Allison Hesterman		X			X		Tom Lindstrom
Dawn Jenkins		X			X		Holly McLean
Daphne L. Jones		X			X		Rodney Mills
J. Hoxi Jones lm 1:33		X			X		Matilda Padilla
Denis Kelly lm 1:44		X			X		John Poole
Niquita Moret lm 1:22		X			X		Gloria Sierra
Allen Murray		X			X		Isis Torrente
Shital Patel		X			X		
Faye Robinson		X			X		
Pete Rodriguez		X			X		
Imran Shaikh		X			X		
Crystal Starr			X				
Carol Suazo		X			X		