

Council Approved February 10, 2022

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 12, 2020

Meeting Location: Zoom teleconference

MEMBERS PRESENT	MEMBERS PRESENT	OTHERS PRESENT
Tana Pradia, Chair	Oscar Perez	2020 Project LEAP Students
Allen Murray, Vice Chair	Imran Shaikh	2020 Affiliate Members
Crystal Starr, Secretary	Bruce Turner	Dallas RWPC Members and Staff
Kevin Aloysius	Steven Vargas	Shabaura Perryman, Merck
Rosalind Belcher		Lt. Cdr. Rodrigo Chavez, PACE
Mauricia E. Chatman		Commander Luz Rivera, PACE
Enrique Chavez	MEMBERS ABSENT	Shelly Lucas, DSHS
Tony Crawford	Veronica Ardoin	
Bobby Cruz	Johnny Deal	STAFF PRESENT
Ronnie Galley	Ahmier Gibson	<i>Ryan White Grant Administration</i>
Angela F. Hawkins	Gregory Hamilton	Carin Martin
Arlene Johnson	Dawn Jenkins	Heather Keizman
Daphne L. Jones	Holly McLean	Rebecca Edwards
Denis Kelly	Deondre Moore	
Tom Lindstrom	Niquita Moret, excused	<i>The Resource Group</i>
Roxane May	John Poole	Sha'Terra Johnson-Fairley
Josh Mica	Faye Robinson	Crystal Townsend
Rodney Mills	Pete Rodriguez, excused	
Matilda Padilla	Gloria Sierra	<i>Office of Support</i>
Shital Patel	Carol Suazo	Tori Williams
	Andrew Wilson	Amber Harbolt
		Diane Beck

Call to Order: Tana Pradia, Chair, called the meeting to order at 12:06 p.m.

During the opening remarks, Pradia welcomed the Affiliate Committee members, Shelley Lucas, and 2020 Project LEAP students. She said that many Planning Council members are Project LEAP graduates and we know what an exciting time this is for them. Later in the meeting, the Council will enjoy seeing the Project LEAP class projects. The Council hosted its first Team Building meeting, Emergency Preparedness Bingo, and it was fun! Pradia thanked Veronica Ardoin and Project LEAP

student Vincent James for facilitating the game. They did a great job. Many thanks to Denis for suggesting the idea. Pradia continued by stating that the November Team Building meeting will be Movie Night on Thursday, November 19th, hosted by the Operations Committee. The movie will be about Ryan White the boy, but will start with a five-minute video on the History of the Ryan White Program. Tuesday November 10th at 10 am, Pradia stated that she was honored to represent the Council when she received the World AIDS Day Resolution from Judge Hidalgo and the County Commissioners. A copy of the text from the resolution and a copy of her speech was emailed to everyone. Pradia then called for a Moment of Reflection.

Adoption of the Agenda: Motion #1: *it was moved and seconded (Vargas, Johnson) to adopt the agenda with one change: move Affiliate Appreciation to item I.D. Motion carried.*

Approval of the Minutes: Motion #2: *it was moved and seconded (Hawkins, Galley) to approve the October 8, 2020 minutes. Motion carried.* Abstentions: Crawford, Johnson, Patel, Starr.

We Appreciate Our Affiliate Committee Members: Pradia said that there were 22 affiliate committee members in 2020. These individuals broaden the pool of expertise and make participation in the Ryan White processes robust and more representative of the people served. Pradia stated that each Affiliate member will receive a certificate of appreciation in the mail and she called out each of their names so that, if they are participating in the Zoom meeting, they will know that they are seen and appreciated for their hard work.

Training: Ryan White Election Policy: Ronnie Galley, Co-Chair 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 changes will need to be made to the ADAP program due to COVID. The state is looking at a very different budget this session and starting in January they will be looking to make funding cuts that will start in September. DSHS has been directed to reduce their budget by about \$33 million, about \$2.5 million of that will come from the HIV Medication Program.

Project LEAP 2020 Presentations: Mauricia Chatman and the Project LEAP students presented their class projects, which were video PSAs on PrEP and Stigma.

Public Comment and Announcements: None.

Reports from Committees

Comprehensive HIV Planning Committee: Daphne Jones, Co-Chair, reported on the following: Comprehensive Plan Evaluation: The Comprehensive Plan Evaluation Workgroup met on Monday, October 12, 2020 and Wednesday, October 14, 2020. The findings will soon be published in a report for review by the Planning Council and its partners.

Affected Community Committee: Ronnie Galley, Committee Vice Chair, reported on the following: Team Building/Fun Monthly Meetings: In the interest of being efficient at the end of the planning year, the Affected Community Committee has agreed to host the Team Building/Fun monthly meetings when needed until March 1, 2021.

Quality Improvement Committee: No report.

Priority and Allocations Committee: Bobby Cruz, 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:

- FY20 Procurement Report – Part A & MAI, dated 10/15/20

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

- FY 2020/21 Procurement Report Part B – dated 08/26/20
- FY 2019/20 Procurement Report DSHS SS*** – dated 008/26/20
- FY 2019/20 Health Insurance Program Report – dated 09/02/20

FY 2020 Ryan White Part A Funding Increases: ***Motion #3:*** *Per the attached chart, fund the three increased funding requests in amounts that total \$539,595 in Ryan White Part A funds.* **Motion Carried.** Abstentions: Aloysius, Johnson, Kelly, Patel, Starr.

Ryan White Part A - FY 2020 Carryover Funds: Rodriguez asked if the Emergency Financial Assistance service category would need additional funds. Martin said currently it did not but she will look at it again next year. ***Motion #4:*** *If there are FY 2020 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: Aloysius, Johnson, Kelly, Patel, Starr.

FY 2020 Unspent Funds: ***Motion #5:*** *In the final quarter of the FY 2020 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.** Abstention: Johnson.

Quarterly Committee Report: See the attached Quarterly Committee Report.

Operations Committee: Ronnie Galley, Co-Chair, reported on the following:

Youth Group: The Youth Group met with Rebecca Edwards, Ryan White Grant Administration, to provide input into the FY 2021 Standards of Care and Performance Measures. Then, Rod provided box lunches, gift cards and cloth masks from Tana Pradia.

Slate of Nominees for the 2021 RWPC* Officers: ***Motion #6:*** *Approve the attached slate of Nominees for officers of the 2021 Ryan White Planning Council.* **Motion Carried.** Abstention: Johnson.

Important Dates in 2021: Please note the following important meeting dates in 2021:

- 10 am-1:30 pm, Mentor Luncheon/Orientation for new members Thursday, January 14, 2021
- 10 am-3:30 pm, Orientation for all Council Members Thursday, January 21, 2021

* MAI = Minority AIDS Initiative funding

** SS = State Services funding

*** DSHS = Texas Department of State Health Services

Ryan White Memorandum of Understanding and Letter of Agreement: The Operations Committee will dedicate 2021 to updating the Memorandum of Understanding for all Ryan White Part A stakeholders and the Letter of Agreement for all Ryan White Part B stakeholders.

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.

New Business

Medical Updates: See the attached information submitted by Dr. Patel.

End HIV Houston: Monday, November 16th from 2:00 to 5:00 pm, END HIV Houston is hosting Black Trans Empowerment Week's Trans Focused Virtual Resource Fair, presented by The Mahogany Project. The event is centered around the trans community, and all are welcome to attend. Registration is required: <https://us02web.zoom.us/j/844866114>. Lastly, the END coalition sent a letter to the Harris County Sheriff's Office expressing concerns regarding Keep on Person (KOP) medications in the jail last month and are currently working to schedule a meeting with the Harris County Sheriff's Office.

Announcements: None.

Adjournment: Motion: *it was moved and seconded (Starr, Hawkins) to adjourn the meeting at 1:59 p.m. Motion Carried.*

Respectfully submitted,

Victoria "Tori" Williams
Victoria Williams, Director

Date 11/25/20

Draft Certified by
Council Chair: Dana Shaden

Date 12/03/20

Final Approval by
Council Chair: Dana Shaden

Date 12/10/20

Council Voting Record for November 12, 2020

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 10/08/20 Carried				Motion #3 FY2020 Part A Reallocations Carried								Motion #1 Agenda Carried				Motion #2 Minutes 10/08/20 Carried				Motion #3 FY2020 Part A Reallocations Carried					
MEMBERS	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	MEMBERS	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	
Tana Pradia, Chair				C				C				C	Oscar Perez		X						X								X	
Allen Murray, Vice Chair		X				X				X			Imran Shaikh		X							X								
Crystal Starr, Secretary		X						X				X	Steven Vargas		X							X			X					
Kevin Aloysius		X				X						X	Bruce Turner		X							X			X					
Rosalind Belcher		X				X					X																			
Mauricia E. Chatman		X				X					X		MEMBERS ABSENT																	
Enrique Chavez		X				X					X		Veronica Ardoin																	
Tony Crawford		X						X			X		Johnny Deal																	
Bobby Cruz		X				X					X		Ahmier Gibson																	
Ronnie Galley		X				X					X		Gregory Hamilton																	
Angela F. Hawkins		X				X					X		Dawn Jenkins																	
Arlene Johnson		X						X				X	Holly McLean																	
Daphne L. Jones		X				X					X		Deondre Moore																	
Denis Kelly		X				X						X	Niquita Moret																	
Tom Lindstrom		X				X					X		John Poole																	
Roxane May		X				X					X		Pete Rodriguez																	
Josh Mica ja 12:25	X					X					X		Faye Robinson																	
Rodney Mills		X				X					X		Gloria Sierra																	
Matilda Padilla		X				X						X	Carol Suazo																	
Shital Patel		X						X				X	Andrew Wilson																	

C = Chair of the meeting ja = Just arrived lm = Left the meeting lr = Left the room VP = Via phone	Motion #4 FY20 Unspent Funds Carried				Motion #5 FY20 Carryover Funds Carried				Motion #6 Slate of Nominees for 2021 Officers Carried								Motion #4 FY20 Unspent Funds Carried				Motion #5 FY20 Carryover Funds Carried				Motion #6 Slate of Nominees for 2021 Officers Carried			
	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	MEMBERS	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN			
MEMBERS													MEMBERS															
Tana Pradia, Chair				C				C				C	Oscar Perez				X		X				X					
Allen Murray, Vice Chair		X				X				X			Imran Shaikh		X				X				X					
Crystal Starr, Secretary				X		X				X			Steven Vargas lm 12:59pm	X				X				X						
Kevin Aloysius				X		X				X			Bruce Turner		X				X				X					
Rosalind Belcher		X				X				X																		
Mauricia E. Chatman		X				X				X			MEMBERS ABSENT															
Enrique Chavez		X				X				X			Veronica Ardoin															
Tony Crawford		X				X				X			Johnny Deal															
Bobby Cruz		X				X				X			Ahmier Gibson															
Ronnie Galley		X				X				X			Gregory Hamilton															
Angela F. Hawkins		X				X				X			Dawn Jenkins															
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Rodney Mills		X				X				X			Gloria Sierra															
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Shital Patel				X		X				X			Andrew Wilson															