

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 9, 2023

Meeting Location: St. Philip Presbyterian Church 4807 San Felipe, Houston, Texas 77056
and Zoom teleconference

MEMBERS PRESENT	MEMBERS PRESENT	OTHERS PRESENT
Crystal Starr, Chair	Oscar Perez	Charles Henley, Consultant
Ardry “Skeet” Boyle, Vice Chair	Tana Pradia	Byancha Lawson, UTHealth
Josh Mica, Secretary	Paul Richards	Dr. Divya Bhamidipati, UTHealth
Kevin Aloysius	Faye Robinson	Dr. Roberto Arduino, UTHealth
Titan Capri	Pete Rodriguez	
Johanna Castillo	Ryan Rose	STAFF PRESENT
Tony Crawford	Megan Rowe	<i>Ryan White Grant Administration</i>
Robert “Bobby” Cruz	Evelio Salinas Escamilla	Glenn Urbach
Kathryn Fergus	Carol Suazo	Mauricia Chatman
Kenia Gallardo	Imran Shaikh	Jason Black
Ronnie Galley	C. Bruce Turner	
Dawn Jenkins	Steven Vargas	<i>The Resource Group</i>
Daphne L. Jones		Sha’Terra Johnson
Peta-gay Ledbetter	MEMBERS ABSENT	
Cecilia Ligons	Servando Arellano	<i>Office of Support</i>
Rodney Mills	Rosalind Belcher, excused	Tori Williams
Diana Morgan	Caleb Brown, excused	Mackenzie Hudson
Allen Murray	Roxanne May, excused	Diane Beck
Shital Patel	Robert Sliepka, excused	Rod Avila

Call to Order: Crystal Starr, Chair, called the meeting to order at 12:10 p.m.

During the opening remarks, Starr thanked everyone who generously signed up to provide lunch at our Council meetings. Please reach out to Avila to pick a month when you would like to bring lunch. Today we can thank Williams for graciously providing pizza, and Rodriguez for bringing delicious cookies. Starr then called for a Moment of Reflection.

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

Approval of the Minutes: **Motion #2:** *it was moved and seconded (Mica, Galley) to approve the February 9, 2022 minutes with one correction, Mills was present. Motion carried.* Abstentions: Castillo, Crawford, Escamilla, Morgan, Perez, Rodriguez, Shaikh, Turner.

The Importance of Clinical Trials and How to Get Involved: Dr. Divya Bhamidipati, UTHealth, presented information on getting involved in clinical trials and CABs. For more information go to: <https://med.uth.edu/internalmedicine/infectious-diseases/research/houston-aids-medical-research-team/cab/>

Public Comment and Announcements: None.

Reports from Committees

Comprehensive HIV Planning Committee: Steven Vargas, Co-Chair, reported on the following:
Committee Orientation: Because the appointment of the Affiliate members was delayed this year, most committees tabled the first portion of their February meeting, which is dedicated to general orientation. All Committees did review their 2023 work products. The committee will be meeting at 2:00 p.m. this afternoon.

Affected Community Committee: Rodney Mills, Co-Chair, reported on the following:
Committee Orientation: The Committee reviewed the purpose of the Council, public hearings and committee participation in health fairs.

Committee Vice Chair: FYI: Skeet Boyle was elected as the Committee Vice Chair.

Quality Improvement Committee: Pete Rodriguez, Co-Chair, reported on the following:
Committee Orientation: The Quality Improvement Committee reviewed its 2023 work products.

Operations Committee: Cecilia Ligons, Co-Chair, reported on the following:
2023 Ryan White Meeting Format: **Motion #3:** *Unless it is contrary to the Texas Open Meetings Act, all Ryan White Planning Council, Committee and Workgroup meetings will be in hybrid format. It is also recommended that Committee Co-Chairs and Officers attend meetings in person as much as possible. Motion Carried.*

Letter from HRSA re: Consumer Incentives, dated 12/06/22: Verbal update on the Houston Planning Council's Response to the HRSA letter. Williams said that she submitted questions to our project officer. The Operations Committee will meet on Tuesday to determine how the Planning Council will proceed. If you have any comments for the committee please send them to her.

Committee Vice Chair: FYI: Allen Murray was elected as the Committee Vice Chair.

Priority and Allocations Committee: Bobby Cruz, Co-Chair, reported on the following:
2023 Policy for Addressing Unobligated & Carryover Funds: **Motion #4:** *Approve the attached 2023 Policy for Addressing Unobligated and Carryover Funds. Motion Carried.* Abstentions: Jenkins, Patel, Shaikh

FY24 Guiding Principles and Criteria: Vargas asked about the guiding principles and criteria regarding racial and social justice lens. Williams said that Venita Ray is supposed to develop a tool for the Council to use. The workgroup will start meeting again soon. ***Motion #5:*** *Approve the attached FY 2024 Guiding Principles and Decision Making Criteria.* **Motion Carried.** Abstentions: Crawford, Mills, Robinson, Rowe.

FY 2024 Priority Setting Process: Vargas said he agrees with the policy and how it's worked in the past but recommends reviewing all current documents used for decision making (Guiding Principles, etc.) through the lens of our EHE efforts. Principally, he is thinking about whether these tools aid or support the Houston Council's efforts effectively and if not, to adjust these tools to more effectively reflect our focus. ***Motion #6:*** *Approve the attached FY 2024 Priority Setting Process.* **Motion Carried.** Abstentions: Crawford, Robinson, Rowe.

Committee Vice Chair: FYI: Brue Turner was elected as the vice chair for the Committee.

Report from Office of Support: Tori Williams, Director, summarized the attached report.

Report from Ryan White Grant Administration: Glenn Urbach, Manager, summarized the attached report. Vargas asked that they make sure all case management staff is aware of the availability of the Local Pharmacy Assistance Program.

Report from The Resource Group: Sha'Terra Johnson, Health Planner, presented the attached report.

Medical Updates: Shital Patel, MD, Baylor College of Medicine presented information about a PEP study to prevent STIs. She will email a copy to the Office of Support for distribution.

Task Force Reports: Starr said that the Council agreed some time ago that they preferred not to have verbal Task Force Reports while meeting on Zoom. The Office of Support is happy to receive and distribute written reports in advance of all Council meetings.

Announcements: Starr reminded everyone to complete their forms and return them to Avila as soon as possible. The AIDS Foundation Houston Walk to End HIV was held last weekend and the Council was well represented. Aloysius is featured on the Legacy website, be sure to check it out. Ledbetter is being honored by Women of the World later this month. Pradia said that registration is closed for Advocacy Day in Austin on March 27th but please contact her if you are interested in attending. PWN Greater Houston Chapter was honored with a Proclamation for National Women's Day by Council Member Plummer at City Hall and signed by Mayor Turner.

Rowe said that the HOPWA Notice of Funding Opportunity (NOFO) closed and contract negotiations are active and we are working to increase capacity. Fergus said that the CPG will be meeting on March 16th with HHD for feedback and discussion on what the CPG HHD relationship will look like moving forward, and what CPG wants and needs from the HHD. If you would like to be added to the invitation or provide feedback, please email Kathryn.fergus@bcm.edu.

Adjournment: ***Motion:*** *it was moved and seconded (Boyle, Vargas) to adjourn the meeting at 1:51 p.m.* **Motion Carried.**

Respectfully submitted,

Victoria Williams, Director

Date _____

Draft Certified by
Council Chair: _____

Date _____

Final Approval by
Council Chair: _____

Date _____

Council Voting Records for March 9, 2023

C = Chaired 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 2023 Meeting Format Carried					Motion #1 Agenda Carried				Motion #2 Minutes Carried				Motion #3 2023 Meeting Format 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												
Crystal Starr, Chair				C				C				C	Oscar Perez		X						X		X		
Ardry “Skeet” Boyle, Vice Chair	X				X					X			Tana Pradia		X				X				X		
Josh Mica, Secretary		X				X				X			Faye Robinson	X				X					X		
Kevin Aloysius	X				X					X			Pete Rodriguez		X						X		X		
Titan Capri		X				X				X			Ryan Rose		X				X				X		
Johanna Castillo		X						X		X			Megan Rowe		X				X				X		
Tony Crawford		X						X		X			Evelio Salinas Escamilla		X						X		X		
Robert “Bobby” Cruz		X				X				X			Carol Suazo		X				X				X		
Kathryn Fergus		X				X				X			Imran Shaikh		X						X		X		
Kenia Gallardo		X				X				X			C. Bruce Turner		X						X		X		
Ronnie Galley		X				X				X			Steven Vargas	X				X					X		
Dawn Jenkins		X				X				X															
Daphne L. Jones		X				X				X															
Peta-gay Ledbetter	X				X					X			MEMBERS ABSENT												
Cecilia Ligons		X				X				X			Servando Arellano												
Rodney Mills	X				X					X			Rosalind Belcher												
Diana Morgan		X						X		X			Caleb Brown												
Allen Murray	X				X					X			Roxanne May												
Shital Patel		X				X				X			Robert Sliepka												
Paul Richards		X				X				X															

C = Chaired the meeting ja = Just arrived lm = Left the meeting lr = Left the room VP = Via phone	Motion #4 Unobligated & Carryover Funds Carried				Motion #5 FY23 Principles & Criteria Carried				Motion #6 FY24 Priority Setting Process Carried					Motion #4 Unobligated & Carryover Funds Carried				Motion #5 FY23 Principles & Criteria Carried				Motion #6 FY24 Priority Setting Process 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												
Crystal Starr, Chair				C				C				C	Oscar Perez		X				X				X		
Ardry "Skeet" Boyle, Vice Chair		X				X				X			Tana Pradia		X				X				X		
Josh Mica, Secretary		X				X				X			Faye Robinson		X						X				X
Kevin Aloysius		X				X				X			Pete Rodriguez		X				X				X		
Titan Capri		X				X				X			Ryan Rose		X				X				X		
Johanna Castillo		X				X				X			Megan Rowe		X						X				X
Tony Crawford		X						X				X	Evelio Salinas Escamilla		X				X				X		
Robert "Bobby" Cruz		X				X				X			Carol Suazo		X				X				X		
Kathryn Fergus		X				X				X			Imran Shaikh				X		X				X		
Kenia Gallardo		X				X				X			C. Bruce Turner		X				X				X		
Ronnie Galley		X				X				X			Steven Vargas		X				X				X		
Dawn Jenkins				X		X				X															
Daphne L. Jones		X				X				X															
Peta-gay Ledbetter		X				X				X			MEMBERS ABSENT												
Cecilia Ligons		X				X				X			Servando Arellano												
Rodney Mills		X						X		X			Rosalind Belcher												
Diana Morgan		X				X				X			Caleb Brown												
Allen Murray		X				X				X			Roxanne May												
Shital Patel				X		X				X			Robert Sliepka												
Paul Richards		X				X				X															