

Council Approved December 14, 2023

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 9, 2023

Meeting Location: Bering Church, 1440 Harold Street, Houston, TX 77006 and Zoom teleconference

MEMBERS PRESENT	MEMBERS ABSENT	OTHERS PRESENT
Crystal Starr, Chair	Servando Arellano	Johnny Deal, Greeter
Ardry “Skeet” Boyle, Vice Chair	Rosalind Belcher	Mary Guidry, AIH
Josh Mica, Secretary	Tony Crawford	Mario Contreras, Interpreter
Kevin Aloysius	Dawn Jenkins, excused	2023 Affiliate Members
Caleb Brown	Roxanne May, excused	2023 Project LEAP Students
Titan Capri	Diana Morgan	2023 Proyecto VIDA Students
Johanna Castillo	Shital Patel, excused	
Robert “Bobby” Cruz	Oscar Perez	
Kathryn Fergus	Paul Richards, excused	STAFF PRESENT
Kenia Gallardo	Faye Robinson	<i>Ryan White Grant Administration</i>
Ronnie Galley	Evelio Salinas Escamilla, excused	Glenn Urbach
Daphne L. Jones	C. Bruce Turner	Jason Black
Peta-gay Ledbetter	Steven Vargas, excused	Mauricia Chatman
Cecilia Ligons		Francisco Ruiz
Rodney Mills		
Tana Pradia		<i>The Resource Group</i>
Pete Rodriguez		Sha’Terra Johnson
Ryan Rose		
Megan Rowe		<i>Office of Support</i>
Imran Shaikh		Tori Williams
Robert Sliepka		Mackenzie Hudson
Carol Suazo		Diane Beck

Call to Order: Skeet Boyle, Vice Chair, called the meeting to order at 12:18 p.m. He then called for a Moment of Reflection in remembrance of Allen Murray.

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

Approval of the Minutes: Motion #2: *it was moved and seconded (Ligons, Mica) to approve the October 12, 2023 minutes. Motion carried.* Abstentions: Brown, Gallardo, Rodriguez, Rose, Shaikh.

We Appreciate Our Affiliate Committee Members: Boyle stated that affiliate committee members broaden the pool of expertise and make participation in the Ryan White processes robust and more representative of the people served. Members who were present received a certificate of appreciation and those who could not attend in person will receive a certificate in the mail. Sliepka provided tasty pumpkin cupcakes decorated with a red ribbon for the occasion.

Project LEAP 2023: Williams said that the class conducted Needs Assessment surveys as their class project this year. Boyle invited each of the Project LEAP students to introduce themselves.

2023 Projecto VIDA Student Presentations: The Projecto VIDA students presented their thoughtfully prepared public comments to the Planning Council. The interpreter repeated each student's comment in English. Avila said that a copy of the comments in English and Spanish will be emailed to the Council.

Public Comment and Announcements: None.

Reports from Committees

Comprehensive HIV Planning Committee: Kenia Gallardo, Committee Vice Chair, reported on the following:

2023 Houston Area HIV Needs Assessment: The incentives have arrived, thanks to the Resource Group, so data collection has started for the 2023 Houston Area HIV Needs Assessment.

2023 Houston HIV Epidemiologic Supplement: **Motion #3:** *Endorse the attached 2023 Epidemiologic Supplement for HIV Prevention and Care Services Planning. Motion Carried.*

2022 Integrated Planning Body: Please note the attached diagram which outlines the different committees and workgroups for the 2022 Integrated Planning body. Please let Mackenzie or Tori know if you are interested in being appointed as the Co-Chair of one of the Committees or workgroups. All are eligible to be considered.

2022 Integrated Planning Community Meeting: There will be a large community meeting to orient people interested in serving on the Planning body at **4 p.m. on Thursday, November 16, 2023. Location to be announced.** Please attend if possible as the meeting will be co-hosted by the Planning Council and CPG. The meeting will be in hybrid format and light refreshments will be served.

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

FY 2024 RW Standards of Care & Performance Measures: The Affected Community Committee dedicated their October Committee meeting to providing input into the FY 2024 Ryan White Standards of Care & Performance Measures. Mauricia Chatman and Francisco Ruiz presented the Part A information and Reachelian Ellison presented the Part B information.

Road to Success Presentations in FY 2023: The Affected Community Committee will be hosting 5 Road to Success presentations at 5 different Ryan White funded clinics before the end of FY 2023. The theme for all of the classes will be reviewing a complete menu of services available at each agency. There will be special emphasis on Emergency Financial Assistance – Pharmacy.

Quality Improvement Committee: Pete Rodriguez, Co-Chair, shared the following:

The Committee did not meet in October so that members could attend one of the Standards of Care/Performance Measure Workgroup meetings.

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.

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

FY 2023 Ryan White Part A Allocation Increases: **Motion #4:** *Approve the recommendations for increased Ryan White Part A funding outlined on the attached chart. FYI: There were no unspent MAI* funds to re-allocate.* **Motion Carried.** Abstentions: Aloysius, Castillo, Shaikh.

FY 2023 Unspent Ryan White Part A Funds: **Motion #5:** *In the final quarter of the FY 2023 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: Shaikh.

Ryan White Part A FY 2023 Carryover Funds: **Motion #6:** *If there are FY 2023 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, Castillo, Shaikh.

Operations Committee: Cecilia Ligons, Co-Chair, reported on the following:
Payroll Debit Card Pilot Project: The Council will not be using Payroll Debit Cards to distribute petty cash reimbursements due to the concern for high priced service fees.

Elections for 2024 Council Officers: Mica nominated himself for Secretary. **Motion #7:** *Approve the slate of candidates running for the Chair, Vice Chair and/or Secretary of the 2024 Planning Council. Nominations closed at the end of the November Steering Committee meeting and do not open again until the day of the December election.* **Motion Carried.**

Report from Office of Support: Tori Williams, Director, summarized the attached report. She said that all meetings in December are cancelled except for Steering, Council and Operations.

Report from Ryan White Grant Administration: Glen Urbach, Manager, summarized the attached report.

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

Task Force Reports: Boyle said that the Council agreed 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: Fergus said that AETC will have two trainings next week. On November 15th there will be a Hepatitis C global interventions training and November 16th will be a rapid start beginners

workshop. She will email the information to the Office of Support for distribution. Sliepka said that RMCC is having Drag Bingo on Saturday, doors open at 5pm. Aloysius said that he nominated Brown for Thera Champion so please go online and vote for him. He also said that all vaccines (Covid, flu, etc.) are now approved to be provided at HIV pharmacies.

Adjournment: Motion: *it was moved and seconded (Ligons, Sliepka) to adjourn the meeting at 1:26 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 November 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 Epi Supplement Carried				Motion #1 Agenda Carried				Motion #2 Minutes Carried				Motion #3 2023 Epi Supplement Carried																										
	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN																							
MEMBERS																									MEMBERS																						
Crystal Starr, Chair		X				X				X															Imran Shaikh		X																				
Ardry “Skeet” Boyle, Vice Chair				C				C					C												Robert Sliepka		X								X												
Josh Mica, Secretary		X				X				X															Carol Suazo		X								X												
Kevin Aloysius		X				X				X																																					
Caleb Brown		X						X		X																																					
Titan Capri		X				X				X															MEMBERS ABSENT																						
Johanna Castillo		X				X				X															Servando Arellano																						
Robert “Bobby” Cruz		X				X				X															Rosalind Belcher																						
Kathryn Fergus		X				X				X															Tony Crawford																						
Kenia Gallardo		X						X		X															Dawn Jenkins																						
Ronnie Galley		X				X				X															Roxanne May																						
Daphne L. Jones		X				X				X															Diana Morgan																						
Peta-gay Ledbetter		X				X				X															Shital Patel																						
Cecilia Ligons		X				X				X															Oscar Perez																						
Rodney Mills		X				X				X															Paul Richards																						
Tana Pradia		X				X				X															Faye Robinson																						
Pete Rodriguez		X						X		X															Evelio Salinas Escamilla																						
Ryan Rose		X						X		X															Steven Vargas																						
Megan Rowe		X				X				X															C. Bruce Turner																						

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	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN		ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN
MEMBERS									MEMBERS								
Crystal Starr, Chair		X				X			Imran Shaikh				X				X
Ardry “Skeet” Boyle, Vice Chair				C				C	Robert Sliepka		X				X		
Josh Mica, Secretary		X				X			Carol Suazo		X				X		
Kevin Aloysius				X		X											
Caleb Brown		X				X											
Titan Capri		X				X			MEMBERS ABSENT								
Johanna Castillo				X		X			Servando Arellano								
Robert “Bobby” Cruz		X				X			Rosalind Belcher								
Kathryn Fergus		X				X			Tony Crawford								
Kenia Gallardo		X				X			Dawn Jenkins								
Ronnie Galley		X				X			Roxanne May								
Daphne L. Jones		X				X			Diana Morgan								
Peta-gay Ledbetter		X				X			Shital Patel								
Cecilia Ligons		X				X			Oscar Perez								
Rodney Mills		X				X			Paul Richards								
Tana Pradia		X				X			Faye Robinson								
Pete Rodriguez		X				X			Evelio Salinas Escamilla								
Ryan Rose		X				X			Steven Vargas								
Megan Rowe		X				X			C. Bruce Turner								

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	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN		MEMBERS	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO
MEMBERS									MEMBERS								
Crystal Starr, Chair		X				X			Imran Shaikh				X		X		
Ardry “Skeet” Boyle, Vice Chair				C				C	Robert Sliepka		X				X		
Josh Mica, Secretary		X				X			Carol Suazo		X				X		
Kevin Aloysius				X		X											
Caleb Brown		X				X											
Titan Capri		X				X			MEMBERS ABSENT								
Johanna Castillo				X		X			Servando Arellano								
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Ryan Rose		X				X			Steven Vargas								
Megan Rowe		X				X			C. Bruce Turner								