

**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, December 12, 2024

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

<b>MEMBERS PRESENT</b>	<b>MEMBERS ABSENT</b>	<b>OTHERS PRESENT</b>
Josh Mica, he/him/él, Chair	Laura Alvarez	Ronnie Galley, Greeter
Ardry “Skeet” Boyle	Servando Arellano	Diondra English, Greeter
Ryan Rose, Secretary	Caleb Brown	Bobby Cruz
Kevin Aloysius	Johanna Castillo, excused	Mike Smith
Yvonne Arizpe	Tony Crawford, excused	Tori Williams
Jay Bhowmick	Michael Elizabeth	
Titan Capri	Kenia Gallardo	
Johnny Deal	Glen Hollis, excused	<b>STAFF PRESENT</b>
Kathryn Fergus	Kenneth Jones	<i>Ryan White Grant Administration</i>
Denis Kelly	Roxane May	Glenn Urbach
Peta-gay Ledbetter	Norman Mitchell	Mauricia Chatman
Cecilia Ligons	Diane Morgan	Jason Black
Rodney Mills	Oscar Perez, excused	
Bill Patterson	Megan Rowe, excused	<i>The Resource Group</i>
Shital M. Patel	Jose Serpa-Alvarez, excused	Sha’Terra Johnson
Tana Pradia	Imran Shaikh, excused	
Beatriz Rivera	Priscilla Willridge, excused	<i>Office of Support</i>
Pete Rodriguez		Diane Beck
Yolanda Ross		Rod Avila
Evelio Salinas Escamilla		
Robert Sliepka		
Crystal Renee Starr		
Carol Suazo		
Steven Vargas		

**Call to Order:** Mica called the meeting to order at 12:19 p.m. During opening remarks he thanked those who joined him at Commissioners Court to receive the World AIDS Day Resolution. They included: Ligons, Rivera and Arizpe. He also thanked everyone who attended World AIDS Day events,

including the Poz Impact event that he hosted in Acres Home. Today is the last Council meeting of 2024. He thanked all members for their dedication and hard work throughout 2024.

It was a good year for the Council. There was a robust How To Best Meet the Need process which resulted in opening three new service categories, some of which are especially for those who are aging with HIV. Five geriatric case managers are in the pipeline to support those who need specific support because they are aging with HIV. Staff produced an Epidemiological Supplement and a Needs Assessment. There were robust Project LEAP and Proyecto VIDA classes and, later today, 33 students will graduate from the program. Because of these graduates, the Council has a list of 27 individuals who are qualified to be appointed to serve on the Planning Council next year. There are still challenges ahead as a Planning body, but the Council continues to work collaboratively as it adjusts to changes and ends the epidemic. Thank you for the role each member has played in making that a possibility. Mica then asked Williams to explain her new role and give an update on the petty cash account. Williams explained that she is no longer a County employee and is attending the meeting as a volunteer and an observer. She also informed the Council that the new check book has arrived and Avila is now in a position to write petty cash checks.

Mica called for a Moment of Reflection.

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

**Approval of the Minutes:** **Motion #2:** *it was moved and seconded (Starr, Aloysius) to approve the November 14, 2024 minutes.* **Motion carried.** Abstentions: Bhowmick, Kelly, Ligons, Rodriguez.

**Public Comment and Announcements:** None.

### **Reports from Committees**

**Comprehensive HIV Planning Committee:** Robert Sliepka, Co-Chair, reported on the following:  
2024 HIV Prevention & Care Needs Assessment: Beth Allen, the Interim Health Planner, met with the Committee on Tuesday afternoon, December 3rd to review the data from the 2024 HIV Prevention and Care Needs Assessment. It is taking longer than expected to complete the report, hence it will be presented to the Committee in January or February and the Council will see it well before it is needed for the April How To Best Meet the Need process.

**Affected Community Committee:** Carol Suazo, Co-Chair, reported on the following:  
2024 Project LEAP/Proyecto VIDA Graduation: Please join members of the Affected Community Committee in hosting the 2024 Project LEAP/Proyecto VIDA Graduation later this afternoon. See Tori or Rod to sign up.

Quarterly Committee Report: See the attached Quarterly Committee Report.

**Quality Improvement Committee:** Tana Pradia, Co-Chair, reported on the following:  
See the attached reports from the Part A/Minority AIDS Initiative (MAI) Administrative Agent:

- FY24 Procurement Report – Part A/MAI, dated 11/12/24
- FY24 Service Utilization – Part A/MAI, dated 11/12/24

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

- FY24-25 Procurement Report – Part B, dated 11/04/24
- FY23-24 Procurement Report – State Services, dated 11/04/24

- FY23-24 Service Utilization – Part B, dated 11/04/24
- FY23-24 Health Insurance Assistance Service Utilization, dated 11/04/24

New FY 2025 Service Definitions: **Motion #3:** *Approve the proposed financial eligibility for Home Delivered Meals: 400%; Housing–Temporary Assisted Living: 500%; and Legal Assistance – Expungement of Criminal Records: 500%. **Motion Carried.** Abstentions: Aloysius, Kelly.*

Update on Spanish Translation at RW funded clinics: See the attached PowerPoint slides from Mauricia Chatman, RWGA. She gave an overview of the findings. Escamilla said that this is only one side of the issue, there is no input from the prevention agencies who connect clients to care or from the clients who are experiencing these problems that make them feel unwelcome. Arizpe agreed as a service linkage worker that her clients cannot always reach a case manager or their case manager has left and they are unable to get services that day.

Ryan White Part B/SS Standards of Care & Performance Measures: See attached PowerPoint slides.

Texas Department of State Health Services (TDSHS) Proposed FY 2025 Standards of Care: TDSHS welcomes input into the FY 2025 proposed changes to Part B funded standards of care. See the attached standards for Substance Abuse Outpatient and Substance Abuse Residential. Please submit all comments to Sha’Terra Johnson, The Resource Group, at: [sjohnson@hivtrg.org](mailto:sjohnson@hivtrg.org).

**Priority and Allocations Committee:** Rodney Mills, Co-Chair, reported on the following:  
Per usual, the Committee did not need to meet in November.

**Operations Committee:** Cecilia Lignons, Co-Chair, reported on the following:  
Personnel Subcommittee: Lignons said that they met last Friday and did an in person interview. The process is moving forward and they have received a few more applications to process.

Part A Memorandum of Understanding (MOU) and Part B Letter of Agreement: **Motion #4:** *Since the Houston Ryan White Part A Memorandum of Understanding was signed by the County Judge in 2024, and since the Part B Letter of Agreement is currently being reviewed by the Texas Department of State Services, it is recommended that no changes be made to either document at this time. **Motion Carried.***

Ryan White Planning Council (RWPC) Website: **Motion #5:** *List educational meetings (like Project LEAP, Proyecto VIDA and Council Orientation) and Personnel Subcommittee meetings on the RWPC website, but do not include the meeting location, agenda or other meeting details. **Motion Carried.** Abstention: Starr.*

Important Dates in 2025: Please note the following dates in 2025:

- Mentor/Mentee Luncheon: Thursday, January 16, 2025
- Council Orientation: Thursday, January 23, 2025 at III by Wolfgang Puck
- February: First 2025 Steering and Council meetings

Election of 2025 Council Officers: See the attached slate of nominees for Officers of the 2025 Ryan White Planning Council and their credentials. Lignons opened the floor for additional nominations; Boyle nominated himself for Vice Chair.

While ballots were being tallied Mica presented the following certificates:

- Leadership – members of the 2024 Steering Committee
- Appreciation – members who are retiring
- Perfect Attendance

The following individuals were elected by ballot: Chair – Josh Mica and Vice Chair - Ryan Rose.

**Motion #6:** *it was moved and seconded (Rose, Vargas) to accept Bill Patterson as Secretary by acclamation. Motion carried.*

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

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

**Task Force Reports:** The Council agreed several years ago that they preferred not to have verbal Task Force Reports while using the hybrid meeting format. The Office of Support is happy to receive and distribute written reports in advance of all Council meetings. No reports were received this month.

**Announcements:** Everyone is invited to attend the Priority and Allocations meeting on December 19<sup>th</sup> at Noon. Charles Henley will present information about how the ADAP provision of Health Insurance Assistance could affect service utilization and allocations for the next few years.

**Adjournment:** **Motion:** *it was moved and seconded (Sliepka, Rose) to adjourn the meeting at 2:20 p.m. Motion Carried.*

Respectfully submitted,

\_\_\_\_\_ Date \_\_\_\_\_  
Diane Beck, Council Coordinator

Draft Certified by  
Council Chair: \_\_\_\_\_ Date \_\_\_\_\_

Final Approval by  
Council Chair: \_\_\_\_\_ Date \_\_\_\_\_

## Council Voting Records for December 12, 2024

C = Chaired the meeting ja = Just arrived lm = Left the meeting lr = Left the room	Motion #1 Agenda Carried				Motion #2 Minutes Carried				Motion #3 Fin Elig for New Svc Defs Carried				MEMBERS	Motion #1 Agenda Carried				Motion #2 Minutes Carried				Motion #3 Fin Elig for New Svc Defs 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
				C				C				C	Carol Suazo		X				X				X		
		X				X				X			Steven Vargas		X				X				X		
		X				X				X															
		X				X						X													
		X				X				X			<b>MEMBERS ABSENT</b>												
		X						X		X			Laura Alvarez												
		X				X				X			Servando Arellano												
		X				X				X			Caleb Brown												
		X				X				X			Johanna Castillo												
		X						X				X	Tony Crawford												
		X				X				X			Michael Elizabeth												
		X				X				X			Kenia Gallardo												
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		X				X				X			Kenneth Jones												
		X				X				X			Roxane May												
		X				X				X			Norman Mitchell												
		X				X				X			Diane Morgan												
		X						X		X			Oscar Perez												
		X				X				X			Megan Rowe												
		X				X				X			Jose Serpa-Alvarez												
		X				X				X			Imran Shaikh												
		X						X		X			Priscilla Willridge												

