

Houston Area HIV Services Ryan White Planning Council
Office of Support
2223 West Loop South, Suite 240, Houston, Texas 77027
832 927-7926 telephone; 713 572-3740 fax
<http://rwpchouston.org>

Memorandum

To: Members, Affected Community Committee:
Tony Crawford, Co-Chair Ronnie Galley
Holly Renee McLean, Co-Chair Cecilia Ligons
Veronica Ardoin Rodney Mills
Rosalind Belcher Diane Morgan
Skeet Boyle Andrew Wilson
Cubby Crawford-Prado *Deborah Hurd*
Johnny Deal, Mentor *Veria Steptoe*

Members, Project LEAP Advisory Committee
Nkechi Onyewuenyi, Co-Chair Tana Pradia
Robert Sliepka, Co-Chair Steven Vargas
Johanna Castillo *Ashley Barnes*
Bobby Cruz *Josie Rodriguez*
Denis Kelly *Deborah Somoye*

Cc: Crystal R. Starr
Carin Martin
Mauricia Chatman

From: Tori Williams, Director, Ryan White Office of Support

Date: Friday, June 17, 2022

Re: Joint Affected Community and Project LEAP Advisory Committee Meeting Notice

The good news is that we have a new federal holiday, which will be celebrated on Monday, June 20th. The bad news is that the Juneteenth holiday is when you are supposed to have your Affected Community Committee meeting. After talking with your Committee Co-Chairs, we determined that it would be best to move the committee meeting up a week. Hence, please note the unusual date for this joint meeting of the Affected Community and the Project LEAP Advisory Committees. Details are as follows:

**Affected Community Committee and the
Project LEAP Advisory Committee
12 noon, Monday, June 27, 2022**

Click on the following link to join the meeting:
<https://us02web.zoom.us/j/81032740414?pwd=V1hTMnltaklDanBDNU9XYkVkdllITZz09>
Meeting ID: 810 3274 0414
Passcode: 125162
Or, use your telephone to dial in: 346 248 7799

Please join us if you can and please contact Rod to RSVP, even if you cannot attend. She can be reached at: Rodriga.Avila@cjo.hctx.net or by telephone at 832 927-7926. We look forward to seeing you on Zoom!

Houston Area HIV Services Ryan White Planning Council

**JOINT MEETING OF THE
Affected Community Committee and the
Project LEAP Advisory Committee
12 noon, Monday, June 27, 2022**

Join us via Zoom, please do not come to the office in person.

<https://us02web.zoom.us/j/81032740414?pwd=V1hTMnltaklDanBDNU9XYkVkdllITZz09>

Meeting ID: 810 3274 0414

Passcode: 125162

Or, use your telephone to dial in: 346 248 7799

AGENDA

- I. Call to Order Tony Crawford and
Holly R. McLean, Co-Chairs
 - A. Welcome
 - B. Announce who will be chairing the meeting
 - C. Moment of Reflection
 - D. Adoption of the Agenda
 - E. Approve the Minutes

- II. Public Comment
(NOTE: If you wish to speak during the Public Comment portion of the meeting, please sign up on the clipboard at the front of the room. No one is required to give his or her name or HIV status. All meetings are audio taped by the Office of Support for use in creating the meeting minutes. The audiotape and the minutes are public record. If you state your name or HIV status it will be on public record. If you would like your health status known, but do not wish to state your name, you can simply say: "I am a living person with HIV", before stating your opinion. If you represent an organization, please state that you are representing an agency and give the name of the organization. If you work for an organization, but are representing yourself, please state that you are attending as an individual and not as an agency representative. Individuals can also submit written comments to a member of the staff who would be happy to read the comments on behalf of the individual at this point in the meeting.)

- III. Council Updates Tori Williams

- IV. 2022 Project LEAP Recruitment Robert Sliepka

- VI. Announcements

- VII. Adjourn

Houston Area HIV Services Ryan White Planning Council

Joint Meeting of the Affected Community & Project LEAP Advisory Committees

12:00 pm, Monday, May 23, 2022

Meeting Location: Zoom teleconference

MINUTES

MEMBERS PRESENT	MEMBERS ABSENT	PROJECT LEAP ADVISORY
Tony Crawford, Co-Chair	Holly Renee McLean	Nkechi Onyewuenyi, Co-Chair
Ardry "Skeet" Boyle	Veronica Ardoin	Robert Sliepka, Co-Chair
Johnny Deal	Rosalind Belcher	Tana Pradia
Ronnie Galley	Cubby Crawford-Prado	Deborah Somoye
Diana Morgan	Cecilia Ligons	
Deborah Hurd	Rodney Mills, excused	OTHERS PRESENT
	Veria Steptoe	Crystal Starr, RWPC Chair
	Andrew Wilson	Mauricia Chatman, RWGA
		Tori Williams, Ofc of Support
		Diane Beck, Ofc of Support
		Rod Avila, Ofc of Support

Call to Order: Tony Crawford called the meeting to order at 12:08 p.m. Belcher invited all in attendance to introduce themselves, and then asked for a moment of reflection

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

Approval of the Minutes: Motion #2: *it was moved and seconded (Deal, Galley) to approve the February 21, 2022 minutes. Motion carried.* Abstentions: Morgan, Onyewuenyi, Pradia, Sliepka, Somoye.

Public Comment: None.

Project LEAP

Sliepka assumed the role of Chair.

2021 Project LEAP Evaluation Report: Williams summarized the attached report and budget information.

Project LEAP Advisory Committee: Williams read the description of the committee.

2022 Class Timeline: Williams said that this year's class will start a little earlier again so that graduation doesn't fall on the week of Thanksgiving. It worked much better when this was done for last year's class. The Spanish version of Project LEAP, Proyecto VIDA, is scheduled to begin June 8th and run through September.

Project LEAP 2022 Service Definition: Williams walked the Committee through the attached service definition and stated that the staff saw no need to make changes to the document. ***Motion #3:*** *it was moved and seconded (Deal, Boyle) to accept the service definition as presented.* **Motion carried unanimously.**

2022 Student Selection Guidelines: Members reviewed the attached guidelines. ***Motion #4:*** *it was moved and seconded (Boyle, Crawford) to use the 2021 student selection guidelines in 2022.* **Motion carried unanimously.**

Recruitment Strategy and Contest: See attached recruitment list. Committee members reviewed and updated the recruitment chart and added a few new sites. Packets of applications and flyers will be mailed to committee members who volunteered to distribute them. Williams said that she will need to find out which agencies will allow us to have a table to distribute applications in person. Those who volunteered to staff a table at an agency include Crawford, Sliepka, Hurd, Pradia, Morgan, Boyle, Somoye, and Galley. A Planning Council shirt will be mailed to those who need one. Williams said that there will be a contest this year- the person who refers the most applicants that are interviewed will receive a \$50 gift card to the establishment of their choosing. If you leave applications somewhere, be sure to put your name on them so you get credit for the referral.

Announcements: Starr said that there will be a Quality of Life workgroup on May 31st at 4 pm. Everyone is encouraged to attend; registration is required. See the chat for the link to register.

Adjourn: ***Motion:*** *it was moved and seconded (Deal, Galley) to adjourn the meeting at 1:28 p.m.* **Motion carried unanimously.**

Submitted by:

Approved by:

Tori Williams, Director

Date

Committee Chair

Date