

**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  
www.rwpchouston.org

**Memorandum**

To: Members, Comprehensive HIV Planning Committee  
Josh Mica, Co-Chair Shital Patel  
Steven Vargas, Co-Chair Paul Richards  
Titan Capri, Vice Chair Faye Robinson  
Johanna Castillo Imran Shaikh  
Dawn Jenkins Robert Sliepka  
Cecilia Ligons *Dominique Brewster*  
Timothy Mann *Bianca Burley*  
Rodney Mills, Mentor *Allen Murray*  
Matilda Padilla

Copy: Tori Williams David Babb – email only  
Carin Martin Janice Burns – email only  
Yvette Garvin Ann Robison – email only  
Marlene McNeese Gretchen Hollingsworth – email only  
Sha’Terra Johnson Algernon Moorhead  
Judy Hung Oscar Perez  
Diane Beck Miyase Koksai-Ayhan

From: Mackenzie A. Hudson, Health Planner, Office of Support

Date: Thursday, March 3, 2022

Re: **Comprehensive HIV Planning Committee Meeting**

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Please note that there will be a:

**Comprehensive HIV Planning Committee Meeting**  
2:00 pm, Thursday, March 10, 2022

Join Zoom Meeting by clicking on this link:

<https://us02web.zoom.us/j/89330219598?pwd=RW9wKzFCWHI6SzRRNG12VndnR21YUT09>

Meeting ID: 893 3021 9598

Passcode: 253271

Or, call 346 248-7799

Please contact Rod to RSVP, even if you cannot attend. Rod can be reached by telephone at: 832 927-7926 or by email at: [Rodriga.Avila@cjo.hctx.net](mailto:Rodriga.Avila@cjo.hctx.net).

Thank you!

**Houston Area HIV Services Ryan White Planning Council**

**Comprehensive HIV Planning Committee**

2:00 p.m., Thursday, March 10, 2022

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To join via telephone call: (346) 248-7799

**AGENDA**

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- I. Call to Order
  - A. Welcome and Introductions Josh Mica and
  - B. Moment of Reflection Steven Vargas, Co-Chairs
  - C. Adoption of the Agenda
  - D. Approval of the Minutes
  - E. Reminder: Council Might Run Over Time
  
- II. Public Comment and Announcements  
(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 person living 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.)
  
- III. Tentative: The Houston Area Ending the HIV Epidemic Plan Speaker to be announced  
Houston Health Dept.
  
- IV. 2022 Integrated HIV Prevention and Care Plan Tori Williams and  
Mackenzie Hudson,  
RW Office of Support
  - A. Work Plan
  - B. Important March and April Activities
  - C. Structure for Decision Making
  
- V. Old Business Tori Williams
  - A. Adoption of 2022 Committee Goals
  - B. In-person/hybrid meetings
  
- VI. Announcements  
No Committee meeting in April so that members can attend training on data for decision-making and HTBMN Workgroup meetings
  
- VII. Adjourn
  
- Optional: Meet with Rodney Mills, Committee Mentor

## Houston Area HIV Services Ryan White Planning Council

Comprehensive HIV Planning Committee  
 1:30 p.m., Thursday, February 10, 2022  
 Meeting Location: Zoom Teleconference

### Minutes

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#### MEMBERS PRESENT

Steven Vargas, Co-Chair  
 Josh Mica, Co-Chair  
 Titan Capri  
 Dawn Jenkins  
 Rodney Mills  
 Paul Richards  
 Faye Robinson  
 Imran Shaikh  
 Dominique Brewster  
 Bianca Burley  
 Allen Murray

#### MEMBERS ABSENT

Johanna Castillo, excused  
 Cecilia Ligons  
 Matilda Padilla  
 Shital Patel, excused  
 Robert Sliepka, excused

#### OTHERS PRESENT

Charles Henley, Consultant  
 Shabaura Perryman, Merck  
 Heather Keizman, RWGA  
 Mauricia Chatman, RWGA  
 Sha'Terra Johnson, TRG  
 Tori Williams, Office of Support  
 Mackenzie Hudson, Office of Support  
 Diane Beck, Office of Support

**Call to Order:** Steven Vargas, Co-Chair, called the meeting to order at 1:50 p.m. and asked for a moment of reflection. He then asked everyone to introduce themselves.

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

**Approval of the Minutes:** **Motion #2:** *it was moved and seconded (Murray, Mills) to approve the December 9, 2021 minutes. Motion carried.* Abstentions: Burley, Capri, Mills, Murray, Robinson, Richards.

**Public Comment:** None.

**Nuts and Bolts for Committee Members:** Williams reviewed the Nuts and Bolts for Committee Members, Petty Cash deadlines, Conflict of Interest, Open Meetings Act Training, Timeline of Critical 2022 Council Activities, Purpose of the Committee, and the Committee Meeting Schedule. **Motion #3:** *it was moved and seconded (Mica, Mills) to set the committee's meeting start time for 2:00 p.m. Motion Carried unanimously.*

**2022 Committee Goals:** **Motion #4:** *it was moved and seconded (Mica, Murray) to table the approval of the committee goals until next month. Motion Carried unanimously.*

**Select a Committee Vice Chair:** Mica nominated Capri and he accepted.

#### Active Projects

**2022 Houston Area Integrated HIV Prevention and Care Services Plan:** Williams and Hudson presented the attached PowerPoint slides. Williams said that the integrated plan is an

umbrella plan that contains HIV and non-HIV resources, describes planning efforts to work together and more. Consultants were hired in FY 2021 to create a foundation document which will be a crosswalk of national, state and local plans. Consultants are also creating a Resource Inventory and a summary of needs assessment findings. The Houston Health Department is in the process of completing the 2021 Ending the HIV Epidemic Plan and conducting a prevention needs assessment since they haven't done one in several years. The Harris County Health Department recently completed a prevention needs assessment that will be published in a few weeks and will also be included in the plan. The plan needs input from priority populations, community planning groups and those who do not typically participate in HIV planning groups. Focus groups will be held with individuals from priority populations and community stakeholders. Murray offered to help create the questions that will be asked in the focus groups.

Vargas repeated his description of the Quality of Life Pillar that he presented at the Planning Council meeting earlier today. Ending the HIV Epidemic planning focuses on four pillars: diagnose, treat, prevent and respond. There has been talk around the community, locally and nationally, about looking beyond just the biomedical advances that have been made for people living with HIV. On page 19 of the National HIV/AIDS Strategy it says *“Inequities in the social determinants of health are significant drivers and contributors to health disparities and highlight the need to focus not only on HIV prevention and care efforts, but also on the ways that programs, practices, and policies affect communities of color and other populations that experience HIV disparities.”* That is an invitation to look at the inequities that might be present, to see what we can do about affecting the quality of life for folks living with HIV. Positive Women’s Network and other groups have been pushing for the same and want to work with the administration to develop the quality of life measures and could be a resource for us. This is an opportunity for us to lead as we have done so often when it comes to helping people with HIV. Even with the advances in meds and living as long as we are now, aging with HIV raises the concern about quality of life across the entire spectrum of our lives. He asked the Council to consider developing a quality of life pillar and now he is asking the committee if they agree. Committee members expressed support for the idea. **Motion #5:** *it was moved and seconded (Mica, Murray) to include a Quality of Life Pillar in the integrated plan.* **Motion Carried unanimously.**

**Announcements:** Vargas said that he was recently appointed to the Texas HIV Medication Advisory Committee. There will be a Joint Training: Looking at HIV Services through a Racial Justice Lens on February 24<sup>th</sup> at 4:00 p.m. A flyer for the event will be distributed on Friday.

**Adjournment:** **Motion:** *it was moved and seconded (Mica, Murray) to adjourn the meeting at 3:57 p.m.* **Motion Carried.**

Submitted by:

Approved by:

\_\_\_\_\_  
Tori Williams, Office of Support      Date

\_\_\_\_\_  
Chair of Committee      Date

JA = Just arrived at meeting  
 R = Left room temporarily  
 M = Left the meeting  
 C = Chaired the meeting

2022 Voting Record for Meeting Date February 10, 2022

MEMBERS	Motion #1: Agenda				Motion #2: Minutes				Motion #3: Meeting time				Motion #4: Table committee goals				Motion #5: Quality of Life Pillar			
	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN
Steven Vargas, Co-Chair				C				C				C				C				C
Josh Mica, Co-Chair ja 2:30pm	X				X				X				X				X			
Titan Capri		X						X	X				X				X			
Johanna Castillo	X				X				X				X				X			
Dawn Jenkins		X				X			X				X				X			
Cecilia Ligons	X				X				X				X				X			
Rodney Mills		X				X			X				X				X			
Matilda Padilla	X				X				X				X				X			
Shital Patel	X				X				X				X				X			
Paul Richards		X						X	X				X				X			
Faye Robinson		X						X	X				X				X			
Imran Shaikh		X				X			X				X				X			
Robert Sliepka	X				X				X				X				X			
Dominique Brewster	X				X				X				X				X			
Bianca Burley		X						X	X				X				X			
Allen Murray		X						X	X				X				X			

## Collapsed List of Priority Populations

### 2022 List of CPG and Planning Council priority populations:

- Transgender folks, esp. those who are LatinX/Black and/or under the age of 25
- Gay, bisexual MSM, esp. those who are LatinX/Black
- People who exchange sex for money, etc.
- People who inject drugs or use methamphetamine or crack
- Heterosexual cisgender women of color, esp. those living in high HIV or STI prevalence neighborhoods
- People who were born outside the US
- Youth

### Other populations:

- People who have known HIV+ partners (probably covered under other groups)
- People who are living in poverty (almost certainly covered in other groups)
- People who have experienced intimate partner violence (probably covered under other groups)
- Sex Offenders

## Overview and Timeline for the 2022 Integrated Plan

Gather Data

Present Data to the Community

Community Meetings to develop the Goals, Solutions, Benchmarks and Activities

Write portions of the Plan

<b>2021</b>			<b>Specific Integrated Planning Activity: Develop A Quality of Life Pillar</b>
	<b>Council Activities</b>	<b>Integrated Planning Activities</b>	
04/21 – 08/21	Joint Trainings on Diagnose	Use the Joint Trainings to begin to collect data	
11/21 – 02/22		Develop the Resource Inventory, Collect and Compare Local Needs Assessments, and Research Other Community Plans	
<b>2022</b>			
02/24 -05/31	Joint Trainings on Treat, Prevent & Respond	Continue to collect data from Joint Trainings	
03/02-05/31		Focus Group Meetings with Priority Populations and Key Stakeholder Interviews	
??? -			Weekly Workgroup Meetings to Develop the Quality of Life Pillar
04/14/22	Community Training for How To Best Meet the Need		
04/18-05/03	How To Best Meet the Need Workgroup Meetings		
05/17-06/09	Review and approve the recommendations of the How To Best Meet the Need process		

05/01-06/31		Work with the Community to develop the decision-making structure for developing the plan	Venita writes the recommendations from the QoL Workgroup
06/01-06/30		Mackenzie presents data to the community	Venita presents QoL data to the community
07/01-08/31		Community meetings to develop goals, solutions, benchmarks & activities	Venita presents recommendations for goals, solutions, benchmarks & activities from the QoL Workgrp to the Community
07/27 – 11/23	Project LEAP		
09/01-10/15		Mackenzie writes outstanding portions of the document	
10/15-11/15		Mackenzie and Judy assemble and polish the document	
<b>11/28</b>		<b>SUBMIT THE INTEGRATED PLAN</b>	
<b>12/09</b>		<b>INTEGRATED PLAN IS DUE</b>	



**2021 QUARTERLY REPORT**  
**COMPREHENSIVE HIV PLANNING COMMITTEE**  
(April 2021)

**Status of Committee Goals and Responsibilities (\*means mandated by HRSA):**

1. Assess, evaluate, and make ongoing recommendations for the Integrated HIV Prevention and Care Services Plan and corresponding areas of the Ending the HIV Epidemic Initiative, in collaboration toward the development of an ending the HIV epidemic plan.
  
2. \*Determine the size and demographics of the estimated population of individuals who are unaware of their HIV status.
  
3. \*Work with the community and other committees to develop a strategy for identifying those with HIV who do not know their status, make them aware of their status, and link and refer them into care.
  
4. \*Explore and develop on-going needs assessment and comprehensive planning activities including the identification and prioritization of special studies.
  
5. \*Review and disseminate the most current Joint Epidemiological Profile.

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**Committee Chairperson**

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**Date**

