

# HOUSTON AREA HIV SERVICES RYAN WHITE PLANNING COUNCIL



*We envision an educated community where the needs of all HIV/AIDS infected 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 infected and/or affected with HIV/AIDS by taking a leadership role in the planning and assessment of HIV resources*

## MINUTES

Thursday, December 13, 2001

### MEMBERS PRESENT

Lou Vanech, chair  
JM Allen  
Skeet Boyle  
Steve DeCorte  
Michael DeGuzman  
Paula Downes  
Johnetta Evans-Thomas  
Veronica Garza  
Johnny Harris, Jr.  
John Humphries  
Veronica Jacobs  
Roy Jefferson, III  
Catherine Kirkwood  
Christopher Lahart, MD  
Marlene McNeese-Ward  
Lupe Martinez  
Nancy Miertschin  
Douglas Morse  
Lynn Pannill  
Johnnie Petry  
Lucy Reyna  
Kimbrae Sanders  
Paul Simmons  
Michael Springer  
Thomas Urban  
Thomas Vaughan  
Steve Walker  
Lesley Williams

### MEMBERS ABSENT

Roy Delesbore, excused  
Eddie Gibbs, excused  
Gretchen Hollingsworth, excused  
Albert McKinney  
Peter Moya, excused  
Carlos Navarro, excused  
Joseph Osei-Frimpong, excused  
Kaye Reynolds, excused  
Tracy Wilson, excused

### OTHERS PRESENT

Michele Hatchet Preston  
Charles Henley, HIV Services  
Jerry Larson, SE TX Legal Clinic  
Jessica Mays, Center for AIDS  
Robin Owen, Bread of Life  
Sharon Smith, FUUSA  
Katy Caldwell, MC  
Ken Malone, TAF  
Karlus Allen, HIV Services  
Modelle Brudner, Judge Eckels  
Tori Williams, RWPC  
Rita D'Andrea, RWPC  
Dena Gray, PWACH  
Joe Fuentes, HACS  
Diane Clark, RWPC  
Georgette L. Monaghan, RWPC

Call to Order: Louis E. Vanech, Chair, called the meeting to order at 11:39 a.m. He asked for a Moment of Reflection for 2001 and members past.

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

Approval of the Minutes: *Motion: it was moved and seconded (Pannill, DeCorte) to approve the November 8, 2001 with the following correction: P4, 3<sup>rd</sup> paragraph, change "SPIN" to SPNS" (Pannill). Motion carried.*

**Public Comment:** Joe Fuentes, HACS, expressed concern over his agency having to turn away clients who had come to his agency to take the client survey. He stated that even though this is a Council survey the clients will project their negative feelings with his agency. He requested that in the future each agency be specified how many client surveys will be given.

Michelle Hatchet-Preston, HACS, see attached.

Robin Owens, Bread of Life, stated concern over contracts being changed mid-year and not being notified. Owens also appealed to the Council to look into providing Child Care for the affected as well as the infected. Henley, HIV Services, responded that contracts had not been changed and that if her agency had read the contract they would have known about the upcoming changes. Henley stated that according to the HRSA CARE Act the Council's hands are tied in that care is allowed only for the "infected". Pannill stated that she is sympathetic with Owens but this is how it's been since 1998. Henley directed Owens to work through the legislative process. Vanech stated that he had contacted Congresswoman Sheila Jackson Lee and in February a get together will be held discussing funding issues as well as these types of issues. Vanech highly encouraged Owens to be present at this meeting and propose her ideas.

Tameka Walker, Ripley House, gave a short overview of who and what the Ripley House is and serves.

### **Report from Standing Committees**

**Quality Assurance Committee:** Veronica Garza, Chair, gave the following reports:

2002 Outcome Measures: *Motion: Adopt the attached 2002 Outcome Measures. Abstention: Springer. Motion carried.*

2002 Standards of Care: *Motion: Adopt the attached 2002 Standards of Care. Discussion: Lahart stated that he has just received the new guidelines for treatment and care. He will check these and give any changes to Henley. Springer asked if any of these are in conflict with the TDH standards, he had asked early on for the committee to be sensitive to this issue. DeCorte responded that he had asked Christopher Schmitt in the beginning if there were any conflicts and he had responded no. Motion carried.*

CPCDMS: *Motion: The next time the database is updated, change the CPCDMS to allow for an update in the client's housing/homeless status. Discussion: Humphries asked if this would be applied to other categories? Henley responded that this just applied here, as clients may report one status upon intake, and then their status changes afterwards, sometimes more than once and the system would like to be as current as possible. Miertschin asked if the Council would be asked to approve every little thing? Henley responded no, and this request was generated specifically from a Standing Committee for approval. Petry asked why Hispanics wasn't below the "race" question? Henley responded that the Federal Government has determined that Hispanic is not a race. Motion carried.*

**Comprehensive HIV Planning Committee:** Paula Downes, Chair, reported on the following:

2002 Needs Assessment: FYI: Please see the attached: Vitae from three Stroudwater Representatives; Epi Cell Numbers, Client Survey Form, Provider Survey Form all final versions; and Focus Group Recommendations. Vanech thanked and commended DeCorte, Garza, and Downes for their hard work this year. D'Andrea reported that Austin and San Antonio EMA's had just hired Stroudwater to do their Needs Assessments. D'Andrea stated that there had been several glitches with the surveys but all were immediately ironed out. D'Andrea thanked The Resource Group for their generosity in sponsoring 150 additional incentives for the client surveys, putting the number well over the 600 mark.

**Advances in Meds/Treatments:** Steve Walker, Chair, reported that the HIV and Prenatal Care December presentation did not happen and the committee plans on doing this next year.

**Administrative Assessment Committee:** John Humphries, Chair, reported that there was no report.

**Affected Community Committee:** Skeet Boyle, Chair, reported that the November meeting was at The Montrose Clinic and the clients that attended had no idea what the Affected Community Committee did, so the committee preceded to educate them about the Ryan White Planning Council. Members also discussed bringing consumers to each Council meeting.

**Priority & Allocations Committee:** Michael DeGuzman, Chair, reported that the Committee will dedicate the February and March 2002 meetings to developing and training all committee members to use the decision-making tools.

**Operations Committee:** Jacobs reported on the following:

Staff Evaluations: FYI: Please fill out the form regarding staff evaluations and return it to members of the Operations Committee before leaving today's Council meeting.

Bylaws, policies and procedures: *Motion: Regarding Policy 600.01, add the sentence described on the attached regarding one vote per agency, except at Council meetings. Discussion: Brudner asked the Council to rethink this policy as the Judge would not think Council members should be restricted to vote at any time. Jacobs withdrew the motion.*

Allen requested that at the next meeting that relationships with the Bylaws be discussed.

Council Training: FYI: The January Steering Committee meeting will include training on how to conduct a meeting using role plays.

FY02 Council Orientation: FYI: The date of the FY02 Council Orientation is Thursday, January 17, 2002 at the Park Plaza Warwick Hotel.

Council Elections: The following nominees gave a brief overview of why they wanted and were qualified for their particular office:

Chair: Steve DeCorte, Lou Vanech, Marlene McNeese-Ward (nominated from the floor by Harris)

Vice-Chair: Michael DeGuzman, John Humphries (Douglas Morse withdrew)

Secretary: Johnny Harris, Jr. (Kimbrae Sanders withdrew)

While the votes were being counted Vanech gave gifts to the Standing Committee Chairs and thanked them for their hard work.

The first vote required a "run-off" for second for the Chair position between DeCorte and McNeese-Ward.

The third and final vote results:

Chair: Lou Vanech

Vice-chair: John Humphries

Secretary: Johnny Harris, Jr.

**Report from Office of Support:** Tori Williams, Manager, see attached.

**Report from HIV Services:** Charles Henley, Director, HIV Services, HCHD, see attached.

### **Old Business**

TDH Restructuring, Steve DeCorte, Title I Rep., stated that this should now be called "STAGE". The 2<sup>nd</sup> meeting is tomorrow and priority and allocations issues will be discussed, progress has been good.

2002 Committee Goals (see attached). Those that are not included will be done at the first meeting for 2002.

**New Business**

Springer: TII: STAGE is in transition, The Resource Group has been leading them through the Bylaws and advocated for Title I to be on board. TIII: there is a Conroe Family Practice Clinic and Jamison Clinic in Tyler. There is nothing new to report for TIV. SCSN: Springer thanked Houston for their Needs Assessment process and for the feedback on the Provider survey. The next meeting will be in El Paso, January 24 and 25<sup>th</sup>.

Miertschin: TIII: She is working with Springer. For the youth program there is a nurse practitioner and a part time social worker, plus there are off-site contacts for adolescents. There is a Hispanic Outreach Worker position open and soon there will be a similar African-American Outreach worker position open.

Gray: Prevention/CPG: The Unity Conference held in November went very well, Gray thanked all who participated and attended. There are positions open, see Gray for applications.

**Announcements:** Reyna announced the formation of the Latino HIV Awareness Campaign, she asked for volunteers to help with a Block Walk in January. She handed out Christmas ornaments made by kids from the Campaign. Kirkwood invited members to pick up a brochure on her new web-site.

**Adjournment:** *Motion: it was moved and seconded (DeCorte, Allen) to adjourn the meeting at 1:43 p.m. Motion carried.*

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Tori Williams, Manager

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Date

Draft Certified by:

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Council Chair

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Date

Final Approval by:

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Council Chair

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Date