

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, September 11, 2003

MEMBERS PRESENT

Marlene McNeese-Ward, Chair
Gary Ainsworth
Skeet Boyle
Michael DeGuzman
Paula Downes
Johnetta Evans-Thomas
Felicia Farrar
Tonya Fisher
Daniel Garza
Hector Guarjardo
Johnny Harris, Jr.
Kevin Jackson
Albert McKinney
Ken Malone
Lupe Martinez
Sylvia Mazique
Nancy Miertschin
Michael Miller
Joseph Osei-Frimpong
Yvette Proctor
Marvin Pruitt
John Sahn
Bruce Turner
Steve Walker
Tracy Wilson
Torelen Winbush

MEMBERS PRESENT

Joe Fuentes, Jr.
David Garner, excused
Veronica Garza, excused
Kimberly Griffin, excused
Gretchen Hollingsworth, excused
Priscilla Jenkins-Roberts
Leonard Kincaid
Lynn King, Jr., excused
Lesley Lopez-Williams, excused
Ricardo Mendiola, excused
Kimbrae Sanders, excused
Thomas Urban
Fred Walters, Jr., excused

OTHERS PRESENT

Charles Henley, HIV Services
Elizabeth Love, HIV Services
Adrian Norwood
Sterling Mullins, LEAP Student
Kirby Bonier, DRWMF
Maurice Peterson, FBFHC
Tammy Tidah
Marlene Fognor
Tammy Garrison, LEAP
Sue Boaz
Billie Davis
Robert Nobles, DRWMF
Sharon Smith, FUUSA
Steve Hartranft, Ofc. of Support
John Cumming
Lawrence Denson, FUUSA
Modelle Brudner
Tori Williams, Ofc. Of Support
G.L. Monaghan, Ofc. Of Support

Call to Order: Marlene McNeese-Ward, Chair, called the meeting to order at 11:42 a.m. by asking for a Moment of Reflection. Six new members have been added and McNeese-Ward had those who were present introduce themselves.

Special presentation: Jackson, chair of the Blue Book Work Group, presented a certification of appreciation to Tammy Garrison, the person who designed the cover for the 2004 Blue Book.

Training: Elizabeth Love gave a presentation entitled "What Are Outcome Measures & Standards of Care".

Adoption of the Agenda: *Motion: it was moved and seconded (Malone, Wilson) to approved the agenda. Abstention: Osei-Frimpong. Motion carried.*

Adoption of the Minutes: *Motion: it was moved and seconded (Malone, Jackson) to approve the August 14, 2003 minutes with the following change: page two, paragraph two: Public Comment: change NLATF to LNATF. Abstentions: Downes, Harris, Jr., Martinez, Mierstchin, Proctor, Sahm. Motion carried.*

Public Comment: See attached.

Reports from the Committees

ADAP Ad Hoc Committee: Wilson, Co-Chair: gave the following reports:

Legislative Updates: At the August 7, 2003 Board of Health meeting there were over 260 HIV/AIDS consumers and others present to observe or give public comment. The approved cost containment strategies will not effect current clients, unless they fall of for six months and have to reapply. The following cost containment strategies were passed in by the Texas Board of Health: 1) re-certification must be done on an annual basis. 2) There must be a public notification process. 3.) If ADAP closes its doors, a waiting list will be implemented. Other changes which might occur include in the following order are: medical eligibility, the elimination of spins downs, and lowering the poverty level to 125%. Closing the program will be the last resort. There is a statewide Advisory Work Group being formed to develop policies and procedures for the above. Wilson is a member of this work group. TDH is seeking a waiver for the Medical Advisory Committee to continue. Presently the committee is in limbo because of the reorganization process going on at the state level. There will be a Town hall meeting at the Edwin Conference Center on September 23, 2003 from 3:00 p.m. – 7:00 p.m. to discuss the proposed reorganization. Miertschin added that the earliest TDH might implement changes will not be until the end of the fiscal year.

Cost Saving Strategies: *Motion: For the Council to invite the Center for AIDS, AETC and Harris County Medical Society to work with the Council to co-sponsor a work group of local HIV/AIDS physicians to identify cost saving strategies that can be implemented locally to impact the increasing number of clients needing access to medication with limited resources.* Discussion: Turner asked if any thought had been given to including pharmaceutical representatives. Malone responded that doctors write the prescriptions and other groups, including pharmaceutical representatives, will be considered for later meetings. *Abstention: Miertschin. Motion carried.*

Housing Ad Hoc Committee: HOPWA Request for Technical Assistance: Farrar stated that she has received information from AIDS Housing Washington that they did not agree with the proposal being suggested. She will get with Williams, T. for further discussion.

Quality Assurance Committee: Boyle, Vice-Chair, reported on the following:

Outcome Measures & Standards of Care Work Group Meetings: FYI: See attached calendar of work group meetings.

Case Manager Training: FYI: See attached memo from Henley regarding an intended change in the service definition. Discussion: McNeese-Ward stated that this created much discussion at the Steering Committee followed. Henley stated that this is an FYI since it is a purchasing issue and outside of the purview of the Council. Farrar asked if this issue is really a conflict of interest issue. Henley responded that a long time ago his office trained case managers. Eventually, the training was outsourced to a neutral provider. Presently his office cannot identify reasons to disqualify potential, qualified applicants. Walker stated that conflict of interest is not always concrete, it could be perceived a conflict. By opening eligibility to agencies who receive case management funds and awarding the training contract to an agency who provides case management could provide that agency with benefits which the other case

management agencies will not receive. Henley responded that excluding case management agencies arbitrarily eliminates dozens of potentially qualified public and non-profit entities from being applicants. Farrar stated that she feels case management agencies should be excluded from the bid process as competing agencies do not always work well together. DeGuzman gave the following two justifications to keep the language as it was: 1) this could create a potential bias toward a particular agency and 2) it is a set up to impose the "culture" or infrastructure of one agency onto another through the training process. Walker stated he was concerned that the issue was not going through the proper channels and that the Quality Assurance Committee should revisit the issue and provide the Council with a recommendation. Henley responded that the Council has no authority over this issue. He is soliciting feedback. If a grievance were to arise because applicants were restricted, he would not be able to justify the decision. Osei-Frimpong stated that Henley asked the Council for their thoughts but apparently Henley doesn't like what he is hearing. What more is there to say? Farrar asked to whom further comments should be directed? Henley stated that comments should provide concrete justification for excluding potential bidders and they should be sent to his office.

Substance Abuse Work Group: This work group has been combined with the Minority Capacity Building Work Group and will be meeting at 1:30 p.m. on Wednesday, October 8, 2003.

CPCDMS Subcommittee Report: The committee is finalizing the agenda for the annual CPCDMS community-wide meeting scheduled for 10:00 a.m. on October 2, 2003. See the attached list of suggested agenda items. Get Tori suggested agenda items ASAP.

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

SCSN Provider Survey Instrument: FYI: Please review the attached survey instrument and submit all suggested changes to Steve Hartranft.

SCSN Request for Information: See attached letter from SCSN and response from the Comprehensive HIV Planning Committee.

Unmet Need: Love and Hartranft have been collecting the required data. Malone recently attended an Unmet Need Conference and reported that Houston is light years ahead of the other EMA's in collecting the data needed to respond to HRSA.

JCPC: The committee is drafting a process to fill the five vacant PWA slots. NAG will be discussed at the September meeting.

Advances in Meds/Treatments: No report.

Administrative Assessment Committee: No report.

Affected Community Committee: Sahn, Vice-Chair, gave the following reports:

Blue Book Work Group: The cover has been selected and the RFP should soon be submitted for bids.

Outcome Measures & Standards of Care Work Groups: The committee appointed members to serve on all work groups. Sahn asked that all members sign up to participate in these important work groups.

Health Fairs: See attached list.

Operations Committee: Steven Walker, Chair, reported on the following.

RWPC Attendance Policy: Attendance letters have been sent out. Brudner requested to be copied on the letters when they are sent out.

Petty Cash Policy: The committee is working on recommendations to revise the petty cash policy. Sahn asked why is this being brought up? Walker responded to ward off potential problems. Jackson stated that members have been abiding by the current policies and procedures.

Training for New Council Members: See attached agenda. The training will take place next week.

Priority & Allocations Committee: No report.

Report from Office of Support: Tori Williams, Manager, summarized the attached report.

Report from HIV Services: Charles Henley, Director, HIV Services, HCHD, summarized the attached report. Henley noted that the County has changed the RFP due dates from Tuesdays to Mondays. Professional Counseling targeted to Hispanics did not receive an application last year so the funds were rolled into the rest of the category. Rather than just renew this contract, it is being RFP'd in hopes that there might be a qualified agency out there that focuses on the Latino population.

Old Business: None.

New Business:

Memorandum of Understanding Work Group: FYI: McNeese-Ward stated that the work group will create the first draft of the memorandum specifying the roles and responsibilities of the different partners. The work group will consist of the Chair of the Council, the chairs of the following committees: Operations, Priority and Allocations and Administrative Assessment Committees, and staff from HIV Services, the Office of Support, and the CEO.

Reauthorization: Wilson stated that Congress would be holding three public hearings in Washington, Miami, and Los Angeles. They are looking for Public Comment. This issue came up in the Steering Committee and the Chair of the Operations Committee felt that the Council should not provide public comment because that would be lobbying. Wilson disagreed with this as Councils from all over the country are responding since the request came from HAB. McNeese-Ward stated that she has received several comments since the Steering Committee meeting. Malone stated that in March 2000 the Planning Council asked Commissioners Court to issue a statement in support of re-authorization. He would encourage the Council to carefully consider making a statement in response to the questions that have been put forth by HRSA. If this were not to exercise its option to comment, we would be seen as not doing our job. Malone reminded the Council that there is a very tight deadline on this and urged the Chair to refer the matter to the proper committee to develop a response. McNeese-Ward agreed to Henley's suggestion that the Manager of the Office of Support call the Project Officer. If HRSA states that this is not lobbying, then McNeese-Ward would like to work with members of the Steering Committee to create a response. In view of the tight deadline, Council members were encouraged to send their comments to Williams ASAP so that members of the Steering Committee can develop a response at a special meeting if necessary.

Title III: Miertschin stated that the Harris County Hospital District has been selected as one of 24 sites out of more than 100 applicants to participate in a Client-level Data Project. This project is scheduled to run for three years. The purpose is to assess the readiness of Title III and IV grantees to submit client-level

data directly to HRSA, rather than the aggregate data that grantees currently provide in the form of the CADR. Staff from HIV Services and The Resource Group were invited to participate in the orientation conference call so they could be made aware of the requirements of the project. At Ben Taub a new "in reach" program has been implemented. A staff person will be working in the emergency room and with the ambulatory clinic to identify high-risk patients and have testing available onsite. Either follow-up will be done by the Hospital District or they will link those that are positive with the City and get them into care.

STAGE: Jackson stated that STAGE is working on a three-year plan. A retreat will be held at Thomas Street Clinic on October 3, 2003.

Prevention: Walker stated that they have approved a new HIV Prevention Comprehensive Plan. October 16, 2003 the annual Unity Conference will be held at the Holiday Inn Select. The focus will be: Challenges on Prevention in the future.

Mayor's Task Force on HIV/AIDS: McNeese-Ward stated that there will be a Mayoral Candidate Forum from 6:00 to 8:00 p.m. on October 16, 2003 at the Shrine of the Black Madonna Book Store.

SCSN: Miertschin stated that due to the state budget cut backs this committee will now be meeting three times a year instead of four. Since April 2, 2003, meetings have been held regarding data collection for the Needs Assessment. The committee was very grateful to Hartranft for participating in some of these meetings. The next meeting is on September 25 and 26, 2003 in San Antonio.

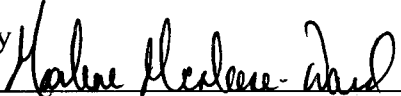
HOPWA: Farrar stated that an all day HIV/AIDS Funding Workshop will be held on October 20, 2003 at the George R. Brown Convention Center. Invitations will be mailed on September 29, 2003 with an RSVP deadline of October 10, 2003. Due to the success of finding underwriters, the cost for admission for non-profits representatives will be free. For more information please email Farrar at: feclicia.farrar@cityofhouston.net.

Adjournment: Motion: it was moved and seconded (Harris, Jr., Evans-Thomas) to adjourn the meeting at 1:24 p.m. Motion carried.


Respectfully submitted,


Victoria Williams, Manager

10-2-03
Date

Draft Certified by
Council Chair: 

Date 10/2/03

Final Approval by
Council Chair: 

Date 10/2/03