

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

11:30 a.m., Thursday, July 14, 2005

2223 W. Loop South, Room 416

Houston, Texas 77027

MEMBERS PRESENT	MEMBERS ABSENT	OTHERS PRESENT
Steven Walker, Chair	Ken Malone, excused	Martin Pillee, DRWMF
Kevin Jackson, Secretary	Larry Bryant, excused	Charles Henley, HIV Services
Gary Ainsworth	Joe Fuentes, Jr.	K. Hubert
Bill Barry	Danny Garza, excused	Maurice Peterson, FBFHC
Antoinette Boone	Hector Guajardo, excused	Antonio Junwsa
Skeet Boyle	Gretchen Hollingsworth	Fred Gaines, FUUSA
Lester Byrd	Sylvia Mazique, excused	Jim Stanley
Fide Cisnero	Thomas Urban, excused	Dena Gray
Paula Downes	Cathy Wiley, excused	Modelle Brudner, Judge Eckels
Johnetta Evans-Thomas	Lesley Williams, excused	Tori Williams, Ofc. Of Support
Tonya Fisher	Tracy Wilson, excused	Jen Kim, Ofc. Of Support
Stephen Garcia		Georgette L. Monaghan, Ofc. Of Support
Tammy Garrison		
Kimberly Griffin		
Johnny Harris, Jr.		
Priscilla Jenkins-Roberts		
Marlene McNeese-Ward		
Nancy Miertschin		
Michael Miller		
Leo Nosser		
John Odom		
Joseph Osei-Frimpong		
Yvette Proctor		
Samuel Robinson IV		
Glenn Taggart		
John Sahn		
George Smith		
Bruce Turner		
John Tuttle		
Christy Varhaug		
Ray Watts		

Miller, Chair of the Operations Committee, Ryan White Planning Council, unofficially called the meeting to order at 11:35 a.m.

Training: Epidemiology 101: Jennifer H. Kim, Health Planner, presented the attached Power Point presentation regarding the epidemiology of HIV/AIDS in the Houston EMA.

Call to Order: Walker, Chair, Ryan White Planning Council, called the meeting to order at 11:49 a.m. by asking for a moment of reflection.

Walker welcomed everyone and asked the following new members to introduce him/her self: Stephen Garcia, Samuel Robinson, IV and Glenn Taggart. Brudner welcomed the new members and presented them with certificates of membership.

Walker presented certificates of appreciation to those who have been ambassadors with the community on behalf of the Council at events such as: The Children's Festival, Magic Johnson Health Fair, EMPOWER and others. Those receiving certificates included: Barry, Boyle, Bryant, Evans-Thomas, Garrison, Garza, Jackson, Stephen Locke, Peterson, Sahn and Reed Anderson.

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

Adoption of the Minutes: *Motion: it was moved and seconded (Ainsworth, Fisher) to adopt the June 9, 2005 minutes. Motion carried.* Abstentions: Evans-Thomas, Downes, Sahn, Varhaug, Garcia, Robinson, IV and Taggart.

Public Comment: None.

Reports from Committees: (See the attached chart at the end of the minutes for individual voting information):

Quality Assurance Committee: Bruce Turner, Co-Chair, reported on the following:

FY 2006 How To Best Meet the Need: See the attached memo with the final, approved FY 2006 case management service definitions.

FY 2006 How To Best Meet the Need: See the attached Childcare Findings. The report was created by J. Kim in response to a concern that infants under 12 months of age cannot access child care. The report shows that the service is available and that Title II has not spent all of the money allocated to this service over the past few years.

Percentages for the FY 2006 Service Categories: *Motion 1: To accept the recommended HIV/AIDS Targeting for FY 2006 Service Categories (see the attached chart). Motion carried.*

FY 2004 Primary Care Chart Reviews: See attached report and Power Point presentation.

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

2005 Updated HIV/AIDS Comprehensive Plan: *Motion 2: To accept the attached 2005 HIV/AIDS Houston Area Comprehensive Plan with the understanding that additional text will be provided by other planning bodies and service providers.* Discussion: Downes stated that the committee was very pleased with the document, thanks to the efforts of Jennifer Kim and Jesse Carter. Williams stated that one hour after the document was approved by the Steering Committee, HRSA released the new guidance for comprehensive planning. The current document is very similar and with augmentation, will match the new HRSA requirements, making it possible to meet the deadline of January 3, 2006 for submitting the document to HRSA. *Motion carried.* Abstention: Osei-Frimpong.

2005 Budget for Special Studies: *Motion 3: To approve Budget B for the Special Study on Youth. Motion carried.* Abstention: Nossier.

SCSN: Miertschin stated that the Statewide Coordinated Statement of Need (SCSN) is mandated by HRSA. SCSN begin in Texas in 1997 when a Steering Committee was convened by the State.

Miertschin is the new chair. SCSN is in a state of transition. In June 2005, the budget for SCSN was reduced by 45%. Debbie McGill, an external evaluator, has been hired to evaluate SCSN's process and products. The results will be ready in the Fall of 2005 and will help to determine, along with HRSA guidance, what SCSN will look like in the future.

Advances in Meds/Treatments: John Sahn, Chair: No Report

Administrative Assessment Committee: Gary Ainsworth, Co-Chair: No Report

Affected Community Committee: Skeet Boyle, Co-Chair, gave the following reports:

Case Management: FYI: See attached recommendations from the committee regarding Title I case management services. Ainsworth asked that "AF Modified" be corrected to read: "AC Modified".

Public Hearing: Two people attended the public hearing. Neither gave public comment.

PR Work Group: Jackson thanked everyone for their efforts in making the event a good one.

Operations Committee: Michael Miller, Chair: No Report.

Priority & Allocations Committee: Turner, Vice-Chair, gave the following reports:

FY 2006 Allocations – Level Funding Scenario: *Motion 4: To accept the attached FY 2006 Level Funding Scenario.* Discussion: Sahn stated that utilization numbers for Primary Care at the Public Clinic were not as important in the decision making process as it has been in the past. Turner responded that this variable was reviewed but that the committee put more emphasis on the 2004 expenditures when determining the FY 2006 allocations. The Public Clinic pays for things that CBO's cannot provide and clients are often sicker, and hence require more expensive care, when they go to the Public Clinic. Turner also pointed out that some of the CBO's have returned funds. Osei-Frimpong asked why Child Care was not funded, and can it be funded at a later date? Proctor responded that historically Title II has had difficulty finding applicants for Child Care funds. **Motion carried.** Abstentions: Boone, Boyle, Bryd, Downes, Harris, Jr., McNeese-Ward, Miertschin, Miller, Nossler, Sahn, Taggart and Smith.

FY 2006 Allocations – Decrease Funding Scenario: *Motion 5: To accept the attached FY 2006 Decrease Funding Scenario.* **Motion carried.** Abstentions: Boone, Boyle, Bryd, Downes, Harris, Jr., McNeese-Ward, Miertschin, Miller, Nossler, Taggart and Smith.

FY 2006 Allocations – Increase Funding Scenario: *Motion 6: To accept the attached FY 2006 Increase Funding Scenario.* **Motion carried.** Abstentions: Boone, Boyle, Bryd, Downes, Harris, Jr., McNeese-Ward, Miertschin, Miller, Nossler, Taggart and Smith.

Fuzeon Availability through Title I: *Motion 7: It is recommended that patients who need Fuzeon be considered on a case-by-case basis. If approved, the cost will not count against the monthly amount allowable for HIV or non-HIV medications. The effect of this decision will be reviewed on a quarterly basis through a report from the Administrative Agent to the Administrative Assessment Committee with a copy going to the Priority and Allocations Committee.* **Motion carried.**

Report from Office of Support: Tori Williams, Manager, summarized the attached report. Williams thanked Turner for his significant leadership on both the Quality Assurance and Priority and Allocations Committees.

Report from HIV Services: Charles Henley, Director, HIV Services, Harris County Health Department, summarized the attached report.

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New Business:

June 2005 Council Survey Results: After the last Council meeting, Walker conducted an information survey with the members to see how they felt about the process used to determine case management for FY 2006. See the attached document for the results of the survey. Walker also thanked Turner and McNeese-Ward for their leadership throughout the process.

Report from the spokesperson from STAGE to Title I: Jackson stated that he and M. Mullins were selected to represent STAGE at the US Conference on AIDS.

Report from the spokesperson for Title I to STAGE: Turner stated that unspent Title II funds will be reallocated next week.

Report from the CDC Planning and Prevention Group and the Mayor's Task Force on HIV/AIDS: McNeese-Ward brought "Get Real" about HIV/AIDS campaign posters. Billboards and radio spots are also being utilized to get the message across to the African American community.

Report from HOPWA: Boone introduced the new HOPWA Administrative Manager, Dena Gray. HOPWA is working on their RFP process. *Motion: it was moved and seconded (Ainsworth, Downes) to suspend the Public Comment rule and allow Gray to speak. Motion carried.* Gray stated that a Technical Assistance Survey is being emailed to HOPWA providers and others. She encouraged Council members to participate in the survey as well.

Announcements: McNeese-Ward stated that the deadline for volunteers to participate in the September 29 - October 2, 2005 US Conference on AIDS is fast approaching. Please contact her if interested. Nossler stated that the attached flyer describes an advertising opportunity.

Adjournment: *Motion: it was moved and seconded (Boyle, Ainsworth) to adjourn the meeting at 1:03 p.m. Motion carried.*

Respectfully submitted,

Victoria Williams 08-01-05 8/11/05
Victoria Williams, Manager Date

Draft Certified by
Council Chair: Steve Walker Date 8/11/05

Final Approval by
Council Chair: Steve Walker Date 8/11/05

2005 Council Meeting Voting Record for Meeting Date: July 14, 2005

		Motion 1	QA	Carried		Motion 2	CHP - Plan	Carried		Motion 3	CHP - Youth	Carried		Motion 1	QA	Carried		Motion 2	CHP - Plan	Carried		Motion 3	CHP - Youth	Carried	
MEMBERS	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	MEMBERS	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN
Gary Ainsworth		X			X				X				Ken Malone	X				X				X			
Bill Barry		X			X				X				Sylvia Mazique	X				X				X			
Antoinette Boone		X			X				X				Nancy Miertschin, 11:44am		X			X				X			
Skeet Boyle, 11:49am		X			X				X				Michael Miller		X			X				X			
Larry Bryant	X				X				X				Leo Nosser												X
Lester Byrd		X			X				X				John Odom		X			X				X			
Fide Cisnero		X			X				X				Joseph Osei-Frimpong, 12:03pm	X							X				
Paula Downes		X			X				X				Yvette Proctor		X			X				X			
Johnetta Evans-Thomas		X			X				X				Samuel Robinson IV		X			X				X			
Tonya Fisher		X			X				X				Glenn Taggart		X			X				X			
Joe Fuentes, Jr.	X				X				X				John Sahn		X			X				X			
Stephen Garcia, 11:49am		X			X				X				George H.Smith		X			X				X			
Tammy Garrison		X			X				X				Bruce Turner		X			X				X			
Daniel Garza	X				X				X				John Tuttle		X			X				X			
Kimberly Griffin, 12:04pm	X												Thomas Urban	X				X				X			
Hector Guajardo	X				X				X				Christy Varhuag		X			X				X			
Johnny Harris, Jr., 11:40am		X			X				X				Steve Walker, 11:40am					C			C				C
Gretchen Hollingsworth	X				X				X				Ray Watts		X			X				X			
Kevin Jackson		X			X				X				Cathy Wiley	X				X				X			
Priscilla Jenkins-Roberts, nnon		X			X				X				Lesley P. Williams	X				X				X			
Marlene McNeese-Ward, 12:03pm	X												Tracy Wilson	X				X				X			

2005 Council Meeting Voting Record for Meeting Date: July 14, 2005

MEMBERS	Motion 4			Motion 5	Motion 6			MEMBERS	Motion 4			Motion 5	Motion 6					
	ABSENT	YES	NO		ABSTAIN	ABSENT	YES		NO	ABSTAIN	ABSENT		YES	NO	ABSTAIN	ABSENT	YES	NO
Gary Ainsworth		X			X				X				X					
Bill Barry		X			X				X				X					
Antoinette Boone				X			X					X						X
Skeet Boyle				X			X					X						X
Larry Bryant	X			X			X					X						X
Lester Byrd				X			X		X			X						X
Fide Cisnero		X			X			X		X								X
Paula Downes				X			X		X									X
Johnetta Evans-Thomas		X			X			X		X								X
Tonya Fisher		X			X			X		X								X
Joe Fuentes, Jr.	X			X			X					X						X
Stephen Garcia		X			X			X		X								X
Tammy Garrison		X			X			X		X								X
Daniel Garza	X			X			X			X								X
Kimberly Griffin		X			X			X		X								X
Hector Guajardo	X			X			X			X								X
Johnny Harris, Jr.				X			X		X						C			C
Gretchen Hollingsworth	X			X			X			X								X
Kevin Jackson		X			X			X		X								X
Priscilla Jenkins-Roberts		X			X			X		X								X
Marlene McNeese-Ward				X			X		X									X

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Scribe: Monaghan

QA = Quality Assurance Committee

CHP = Comprehensive HIV Planning Committee

PA = Priority and Allocations Committee

JA = Just arrived at meeting

LR = Left room temporarily

LM = Left the meeting

C = Chair of the meeting

2005 Council Meeting Voting Record for Meeting Date: July 14, 2005

	Motion 7												MEMBERS	Motion 7											
	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN		MEMBERS	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN			
Gary Ainsworth		X											Ken Malone	X											
Bill Barry		X											Sylvia Mazique	X											
Antoinette Boone		X											Nancy Miertschin		X										
Skeet Boyle		X											Michael Miller		X										
Larry Bryant	X												Leo Nosser		X										
Lester Byrd		X											John Odom, 12:25pm	X											
Fide Cisnero		X											Joseph Osei-Frimpong		X										
Paula Downes		X											Yvette Proctor		X										
Johnetta Evans-Thomas		X											Samuel Robinson IV		X										
Tonya Fisher		X											Glenn Taggart		X										
Joe Fuentes, Jr.	X												John Sahn		X										
Stephen Garcia		X											George H. Smith		X										
Tammy Garrison, 12:40pm		X											Bruce Turner		X										
Daniel Garza	X												John Tuttle		X										
Kimberly Griffin, 12:55pm		X											Thomas Urban	X											
Hector Guajardo	X												Christy Varhuag		X										
Johnny Harris, Jr.		X											Steve Walker				C								
Gretchen Hollingsworth	X												Ray Watts		X										
Kevin Jackson		X											Cathy Wiley	X											
Priscilla Jenkins-Roberts		X											Lesley P. Williams	X											
Marlene McNeese-Ward		X											Tracy Wilson	X											