

**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, March 8, 2007
2223 W. Loop South, Room 416
Houston, Texas 77027

MEMBERS PRESENT	MEMBERS ABSENT	OTHERS PRESENT
Bruce Turner, Chair	Lester Byrd, excused	Brenda Simpson, HDHHS
Ken Malone, Vice Chair	Fidé Cisnero, excused	Ereka Washington-Philip, HDHHS
David Watson, Secretary	Paula Downes, excused	Jim Stanley, Harris Co. PHES
Gary Ainsworth	Yvette Garvin, excused	Charles Henley, HIV Services
C. Burton Bagby	Verónica Garza, excused	Bakeyah Nelson, HIV Services
Jacquelyn Baldwin	Thomas Giordano, excused	Jen Kim, Office of Support
David Bartholomew III	LaQuoiya Graham, excused	Tori Williams, Office of Support
Tonya Fisher	Kimberly Griffin	Diane Beck, Office of Support
David Garner	Asia Johnson, excused	
Tammy Garrison	Marco Mata	
Eddie Givens	Sylvia Mazique, excused	
Dena Gray	Shannon Prudhomme, excused	
Terry Hobbs	Cecilia Smith, excused	
Kevin Jackson	Glenn Taggart, excused	
Melvin Johnson		
Michael Miller		
Askari Naqvi		
Eva Nyenya		
Samuel Robinson IV		
Pete Rodriguez		
John Tuttle		
Steven Vargas		
Cathy Wiley		

Call to Order: Bruce Turner, Chair, Ryan White Planning Council called the meeting to order at 11:40 a.m. by asking for a moment of reflection.

Hepatitis C: See the attached information on Hepatitis C presented by Brenda Simpson and Erika Washington-Philip from the City of Houston Department of Health and Human Services, Bureau of HIV/STD Prevention.

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 second (Ainsworth, Jackson) to adopt the February 8, 2007 minutes. Motion carried.* Abstentions: Bagby, Naqvi

Public Comment: None

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

Quality Assurance Committee: Samuel Robinson, Co-Chair, reported on the following:
Tool for Determining FY 2008 Service Categories. *Motion One: To approve the attached chart that will be used to determine the FY 2008 Houston Ryan White Part A and B (Title I and II) service categories. Motion carried.*

Services That Must Go Through the RFP Process in FY 2008: FYI: See the attached chart.

2007 Criteria and Form for Considering New Ideas: *Motion Two: To approve the attached 2007 criteria and form to be used when the Council considers new ideas Motion carried.*

Reports from the Administrative Agent: See the attached reports on: Procurement, WICY – 3rd Quarter and Administrative Costs – 3rd Quarter.

Timeline of Critical 2007 Council Activities: See the attached, revised timeline.

Comprehensive HIV Planning Committee: Steven Vargas, Co-Chair, reported on the following:
2008 HIV/AIDS Needs Assessment: *Motion Three: To approve the attached client survey form. Motion carried.*

Timeline for the 2008 Needs Assessment: See the attached, revised timeline.

Affected Community Committee: John Tuttle and Tonya Fisher, Co-Chairs, reported on the following:
2007 Committee Meetings: See the attached schedule.

Consumer Education: In 2007, the committee will significantly increase the number of educational presentations at committee meetings.

Operations Committee: Tammy Garrison, Chair, gave the following reports:
2007 Committee Goals: The committee will be reviewing and possibly making revisions to Council bylaws, policies and procedures. Ainsworth asked if the full text of the reauthorization bill has been received. Turner stated that HRSA has not released this information but it will be made available to the Council once the Office of Support receives it.

New Member Mentors: The Committee worked with the staff of the Office of Support to assign mentors to new Council and committee members.

Priority & Allocations Committee: The new Chairperson will be announced soon. There was no report since the committee will have its first meeting in mid-March.

Report from Office of Support: Tori Williams, Manager, summarized the attached report. Gray asked if the Council will be meeting with the new CEO, County Judge Ed Emmett. Williams said that she and Henley would be meeting with him in the near future. It is not clear at this time if Judge Emmett will be meeting with the Council annually as Judge Eckels did. Gray asked if the survey sites had been selected for the consumer survey. Williams stated that survey sites were still being selected and that Diane Beck would appreciate suggestions.

Report from HIV Services: Charles Henley, Director, HIV Services, Public Health and Environmental Services (PHES), summarized the attached report. Ainsworth asked if the receipt of Minority AIDS Initiative (MAI) funds will be on a new schedule. Henley said yes, MAI funds will probably be announced at the end of July or August. Until special instructions are issued, HIV Services will continue to do business as usually. Ainsworth stated that he has worked with contract agents in a number of private corporations and else where and Henley is by far the best contract administrator he's ever known. Henley thanked him for the compliment.

New Business – Updates from:

Part B, C Rural and D (Titles II, III Rural and IV): See attached report submitted by Yvette Garvin.

CDC Planning and Prevention Group: Samuel Robinson reported on the last meeting where there were two presentations. The topics were Native Americans and Alaskans and by Deborah Scott of Sage and Associates and Community Service Assessments by Anna Thomas of the City Health Department. Ms. Wiley encouraged all CPG members to attend an upcoming training on the RFP process. The community co-chair will be determined at the next meeting.

Mayor's Task Force on HIV/AIDS: Samuel Robinson stated that there will be a new poster campaign. The next meeting of the Task Force will be at Houston Health Department at 10 am on Friday, March 31, 2007.

Latino Task Force on HIV/AIDS: Steven Vargas reported that the group met last Wednesday. Outreach workers are needed for events on Cinco de Mayo. Please contact him if interested.

HOPWA: Dena Gray reported that the City's Housing and Community Development Department has a new director, Richard Celli who is a retiree from Chase Bank. His first day was yesterday. Tuttle asked for the date of the next PWA Housing Advisory Group. Gray stated that the February meeting was cancelled and since they meet every other month their next meeting will probably be in April. Gray asked if there would be a way to get the HOPWA services included in the next Blue Book. Williams invited Gray to get her the information since the Blue Book will be updated in the summer of 2007. The HOPWA RFPs submitted last June are now complete.

Announcements: Turner invited members to sign a card for B. Vasquez. There will be two memorial services for C. Varhaug who passed away on February 23, 2007. Tuttle invited members and others to

join him at a motivational conference at the Convention Center next week. Please see John if you would like to attend.

Adjournment: *Motion: it was moved and seconded (Jackson, Ainsworth) to adjourn the meeting at 1:00 p.m. Motion carried.*

Respectfully submitted,

Victoria "Joni" Williams
Victoria Williams, Manager

4/5/07
Date

Draft Certified by
Council Chair: [Signature]

Date 4/5/07

Final Approval by
Council Chair: [Signature]

Date 4/12/07

DRAFT

JA = Just arrived at meeting
 LR = Left room temporarily
 LM = Left the meeting
 C = Chair of the meeting

Scribe: Beck

2007 Council Meeting Voting Record for Meeting Date: 03/08/07

MEMBERS	Motion 1 QA: Tool for 2008 Carried			Motion 2 QA: New Idea Form Carried			Motion 3 Comp HIV: Client Survey Carried		
	ABSENT	YES	NO	ABSENT	YES	NO	ABSENT	YES	NO
Gary Ainsworth		X		X			X		
C. Burton Bagby		X		X			X		
Jacquelyn Baldwin		X		X			X		
David Bartholomew III		X		X			X		
Lester Byrd	X			X			X		
Fidé Cisnero	X			X			X		
Paula Downes	X			X			X		
Tonya Fisher		X		X			X		
David Garner (11:45)		X		X			X		
Tammy Garrison		X		X			X		
Yvette Garvin	X			X			X		
Verónica Garza	X			X			X		
Thomas Giordano	X			X			X		
Eddie Givens		X		X			X		C
LaQuoiya Graham	X			X			X		
Dena Gray (12:00)		X		X			X		
Kimberly Griffin	X			X			X		
Terry Hobbs		X		X			X		
Kevin Jackson		X		X			X		