

Council Approved June 14, 2007

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, May 10, 2007

Meeting Location: 2223 W. Loop South, Room 416

Houston, Texas 77027

MEMBERS PRESENT	MEMBERS ABSENT	OTHERS PRESENT
Bruce Turner, Chair	Burton Bagby, excused	James Malone, Greeter
Ken Malone, Vice-Chair	David Bartholomew III, excused	Kenya Kimble
David Watson, Secretary	Fide Cisnero, excused	Jim Stanley, HCPHES
Jacquelyn Baldwin	Yvette Garvin, excused	Charles Henley, HIV Services
Lester Byrd	Veronica Garza, excused	Dorniecesher Johnson
Paula Downes	Thomas Giordano, excused	Nonlegible signature
Tonya Fisher	Sylvia Mazique, excused	
David Garner	Eva Nyenya, excused	Office of Support:
Tammy Garrison	Shannon Prudhomme, excused	Tori Williams
Eddie Givens	Glenn Taggart, excused	Jen Kim
Kimberly Griffin	LaQuoiya Graham, excused	Georgette L. Monaghan
Terry Hobbs	Dena Gray	
Kevin Jackson	Cathy Wiley	Executive Liaison, County
Asia Johnson		Judge Emmett:
Melvin Johnson		Modelle Brudner
Marco Mata		
Michael Miller		
Samuel Robinson IV		
Pete Rodriguez		
Cecilia Smith		
John Tuttle		
Steven Vargas		

Call to Order: Bruce Turner, Chair, Ryan White Planning Council, called the meeting to order at 12:00 p.m. by asking for a moment of reflection. Brudner announced that she is officially retiring June 1, 2007. However, she will stay on in a contract position as liaison for the Planning Council. Turner thanked Henley for his foresight and dedication to making sure that clients are being taken care of in the Houston EMA during this time of uncertainty and indecision at the Health Resources and Services Administration (HRSA).

Council Training: Priority Setting: Chanel Moody, The Resource Group, walked the Council through the attached Power Point presentation on the priority setting process that the Priority and Allocations Committee will be using to determine the FY 2008 priorities.

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

Adoption of the Minutes: Motion: *it was moved and seconded (Garrison, Jackson) to adopt the April 12, 2007 minutes.* **Motion carried.** Abstentions: Malone, Byrd, Miller, Rodriguez and Vargas.

Public Comment: Baldwin stated that she was given a free booth at the Crosby 7000 event this past weekend. The booth appeared to be useful as many people came to her with questions about HIV/AIDS.

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

Quality Assurance Committee: Samuel Robinson, Co-Chair, gave the following reports:

FY 2008 How To Best Meet the Need Process: Forty one people participated in the April 18, 2007 training. The three workgroups had good attendance, especially the first meeting for Workgroup #2 at which there were over 74 people in attendance. Workgroup #2 met for a second time to complete their work at 10:00 a.m. on Wednesday, May 2, 2007.

Reports from the Administrative Agency: See the attached: Highlights from the 4th Quarter FY 2006 Outcomes Report, FY 2006 Oral Health Chart Review, FY 2006 Home Health Chart Review and FY 2006 Client Utilization Report (4th Quarter).

Comprehensive HIV Planning Committee: Lester Byrd, Co-Chair, gave the following reports:
2008 HIV/AIDS Needs Assessment – Gaps Analysis: **Motion #1:** *To accept the following recommendation regarding the gaps analysis:*

Trends suggest that increases in primary care will be 10%, based on historical data. The NAG:

- *Will use a qualitative approach instead of using a formula*
 - *The qualitative report can be used by workgroups/committees to analyze barriers to particular services*
- *Will use barrier info from the client survey*
- *Definition of a “gaps analysis”:*
 - *Gaps analysis is examining the reasons for gaps in services.*

Motion carried. Abstentions: Fisher.

2008 HIV/AIDS Needs Assessment – Meeting Schedule: The next Comprehensive HIV Planning Committee and NAG meetings are scheduled for 11:30 a.m. on July 19, 2007.

Affected Community Committee: John Tuttle, Co-Chair, stated that there was no April committee meeting since members were busy attending the training and various workgroups for the How to Best Meet the Need process.

Operations Committee: David Watson reported on the following:

Council Bylaws, Policies and Procedures: The committee continues to review and recommend updates to Council bylaws, policies and procedures. See the six attached policies which will be reviewed at the May 22, 2007 Operations Committee meeting.

FY 2008 Council Support Budget: The Operations Committee will be reviewing and making recommendations on the FY 2008 Council Support Budget at their May 22, 2007 committee meeting.

Priority & Allocations Committee: Tammy Garrison, Co-Chair, reported on the following:

FY 2008 Service Priorities: The Priority and Allocations Committee will be making recommendations on the FY 2008 service priorities at a three-hour meeting on Thursday, May 24, 2007.

Report from Office of Support: Tori Williams, Manager, summarized the attached report. Brudner, Henley, Stanley and Williams met with Judge Emmett and were able to brief him on the Ryan White HIV/AIDS Modernization Act of 2006 and how this legislation impacts the Judge and people living with HIV/AIDS in the six county area.

Report from HIV Services: Charles Henley, Director, HIV Services, Harris County Health Department, summarized the attached report. Henley stated that the next procurement report will be available in October. Because the notices of grant awards have been/will be irregular in 2007, there will be an absence of useful data before October.

New Business – Updates from:

Mayor's Task Force on HIV/AIDS: Robinson stated that there will a meeting at 10:00 a.m. on Friday, May 11, 2007 at the office of the Houston Health Department, 8000 Stadium Drive.

Latino Task Force on HIV/AIDS: Vargas stated that Cinco de Mayo will be held at Reliant Stadium on 05-12-07. Free tickets will be available at Fiesta stores. Vargas thanked Cathy Wiley for giving his report at the April Council meeting.

Legislative Updates: Malone stated that there is a bill in the House subcommittee for HIV medications to be increased to \$3 million. The Needle Exchange bill passed both houses of the State legislature.

HOPWA: Williams stated that data collection for the HIV/AIDS Housing Needs Assessment began in April 2007. The vendor for the project is the HOPWA national technical advisor, Center for Urban Community Services (CUCS). Representatives of CUCS meet with the PWA Housing Advisory Group on Monday, May 7, 2007. Tuttle stated that CUCS held a meeting at Thomas Street Clinic where it was standing room only.

Announcements:

Malone stated that Legacy Community Health Services will be holding an Open House at 3311 Richmond, Suite 100 to introduce Dr. Scott Sawyer, their new Ophthalmologist, from 6:00 p.m. to 7:30 p.m. On a personal note, Malone will officially be leaving Legacy Community Health Services on June 1, 2007.

As an individual and not a Council member, Vargas encouraged members to vote this Saturday, May 12, 2007; do not buy gas on May 15, 2007; and Vargas thanked Burton Bagby for helping to raise \$50,000 for the "Dine Out" event.

Adjournment: *Motion: it was moved and seconded (Robinson, Downes) to adjourn the meeting at 12:45 p.m. Motion carried.*

Respectfully submitted,

Victoria "Trix" Williams
Victoria Williams, Manager

06/07/07
Date

Draft Certified by
Council Chair: [Signature]

Date 6/08/07

Final Approval by
Council Chair: [Signature]

Date 6/14/07

Scribe: Monaghan

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

2007 Council Meeting Voting Record for Meeting Date: 5-10-07

	Motion #1					Motion #1			
	ABSENT	YES	NO	ABSTAIN		ABSENT	YES	NO	ABSTAIN
MEMBERS					MEMBERS				
					Kevin Jackson (lm 12:14)		X		
C. Burton Bagby	X				Asia Johnson (12:16)		X		
Jacquelyn Baldwin		X			Melvin Johnson		X		
David Bartholomew III	X				Ken Malone		X		
Lester Byrd		X			Marco Mata (noon)		X		
Fide Cisnero	X				Sylvia Mazique	X			
Paula Downes		X			Michael Miller		X		
Tonya Fisher (12:01)				x	Askari Naqvi	x			
David Garner		X			Eva Nyenya	X			
Tammy Garrison		X			Shannon Prudhomme	X			
Yvette Garvin	X				Samuel Robinson IV		X		
					Pete Rodriguez		X		
Veronica Garza	X				Cecilia Smith		X		
Thomas Giordano	X				Glenn Taggart	X			
Eddie Givens (11:56)		X			Bruce Turner				x
LaQuoiya Graham	X				John Tuttle		X		
Dena Gray	X				Steven Vargaus		X		
Kimberly Griffin (11:52)		X			David Watson		X		
Terry Hobbs		X			Cathy Wiley	X			