

# Council Approved June 5, 2008

## 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 8, 2008

Meeting Location: 2223 W. Loop South, Suite 416  
Houston, Texas 77027

MEMBERS PRESENT	Bruce Turner	OTHERS PRESENT
Tammy Garrison, Chair	Steven Vargas	Teresa Presley, Greeter
Ken Malone, Vice-Chair	David Watson	Mark Williams
Eddie Givens, Secretary	Cathy Wiley	Rosanio Valenter, AAMA, Inc.
Paula Downes		Modelle Brudner, Liaison for Co. Judge Ed Emmett
David Garner	MEMBERS ABSENT	
Yvette Garvin	Jackie Baldwin, excused	Harris County Public Health & Environmental Svcs:
Dena Gray	David Bartholomew, excused	Jim Stanley
Kimberly Hardison	David Benson, excused	Tom Ricciardello
Charlotte Harris	Fide Cisnero, excused	
Linda Hollins	Dan Ellis, excused	Ryan White Grant Administration:
Asia Johnson	Tonya Fisher, excused	Charles Henley
Melvin Johnson	Thomas Giordano, excused	Carin Martin
Ernesto Macias	Morénike Giwa, excused	Mary Asomani-Nyarko
Osaro Mgbere	Terry Hobbs, excused	
Pete Rodriguez	J. Hoxi Jones, excused	Office of Support:
Ruben Rosas	Michael Miller, excused	Tori Williams
Ryan Rushing	Askari Naqvi, excused	Jen Kim
Josie Salazar	Jerry Shelton, excused	Georgette L. Monaghan
Eulalia Seymore	Glenn Taggart, excused	
Cecilia Smith	John Tuttle, excused	

**See the attached chart at the end of the minutes for individual voting information.**

**Call to Order:** Tammy Garrison, Chair, Ryan White Planning Council, called the meeting to order at 11:44 a.m.

Announcements from the Council Chair: Garrison welcomed the following new members: Ernesto Macias and Ryan Rushing. Garrison also stated that Jackie Baldwin's 26 year old son passed away unexpectedly several weeks ago.

Garrison asked for a moment of reflection.

Training: The Priority Setting Process: Bruce Turner, Chair, Priority & Allocations Committee, presented a brief overview of the FY 2009 Priority Setting Process. Only Part A and Part B funded service categories will be included in the final list of FY 2009 service priorities.

Adoption of the Agenda: **Motion #1:** *it was moved and seconded (Downes, M. Johnson) to adopt the agenda. Motion carried.* Abstentions: Watson, Turner.

Adoption of the Minutes: **Motion #2:** *it was moved and seconded (M. Johnson, Downes) to adopt the March 13, 2008 minutes. Motion carried.* Abstentions: Malone, Garner, Macias, Miller, Rodriguez, Rushing, Vargas, Watson, Wiley.

**Public Comment:** None.

**Reports from Committees:**

Quality Assurance Committee: Pete Rodriguez Co-Chair, reported on the following items:

2008 Assessment of the Administrative Mechanism: **Motion #3:** *Approve the attached checklist to be used to assess the administrative mechanism in FY 2008. Motion carried.* Abstentions: Salazar, Macias, Rushing.

Reports from Ryan White Grants Administration: See the following attached FY 2007 Ryan White Part A reports: Utilization – 4<sup>th</sup> Quarter dated 3/31/08; Procurement – revised 04/16/08 and 2007 Client Satisfaction Survey Results.

**Comprehensive HIV Planning Committee:** Steven Vargas, Chair, gave the following report:

Recommendations from the 2008 Needs Assessment: See the attached memo outlining recommendations to the 2008 How To Best Meet the Need Workgroups from the 2008 Houston Area HIV/AIDS Needs Assessment.

**Affected Community Committee:** No report

**Operations Committee:** Ruben Rosas reported on the following items:

Evaluation - 2008 Council Orientation: See the attached evaluation of the 2008 Council Orientation. Other than difficulty finding the place, the comments were positive indicating that the training went extremely well.

Evaluation - 2008 Orientation for new External Committee Members: See the attached evaluation of the 2008 orientation for new external committee members. Members expressed positive comments indicating that the training was useful.

Quarterly Committee Report: See the attached Quarterly Committee Report.

**Priority & Allocations Committee:** Bruce Turner, Chair, gave the following reports:

FY 2008 Unobligated Funds: **Motion #4:** *Fund the attached list of service categories in the amounts listed. Motion carried.* Abstentions: Rodriguez, Watson, Downes, Garvin, Rushing, Salazar, Wiley, Malone, Macias.

Quarterly Committee Report: See the attached Quarterly Committee Report.

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

**Report from Ryan White Grants Administration:** Charles Henley, Manager, Ryan White Grant Administration (RWGA), Public Health and Environmental Services, stated that there was no report.

**New Business:**

Report from Ryan White Part B: Yvette Garvin stated that Ryan White Part B contracts started on April 1, 2008.

Report from the CDC Planning and Prevention Group (CPG): David Garner stated that the prevention survey sponsored by the City Health Department has come to a close. Although it was hoped that 2100 individuals would respond, over 800 individuals did respond. For the results of this study, please contact the City Health Department. The City has also begun its needs assessment process. New CPG members were oriented at the end of April. The CPG is looking for additional new members. Please contact Wiley for more information. Wiley thanked T. Williams for presenting at the orientation.

Mayor's Task Force on HIV/AIDS: Cathy Wiley stated that preparations are underway for the 2008 Hip Hop activity that will be held at Texas Southern University on July 12, 2008. A testing program targeting individuals aged 18 – 35 years of age will begin in June 2008. The next meeting of the Mayor's Task Force is on Friday, May 9, 2008 at 11:00 a.m. at the City Health Department.

Latino Task Force on HIV/AIDS: Steven Vargas stated that the Task Force held a "Meet and Greet" in March 2008. The Latino Task Force has been collaborating with Univision Spanish TV, Channel 45 on a special effort that ends today. Between 5:00 p.m. and 10:00 p.m. today (May 8, 2008) volunteers from the Latino HIV Task Force and Association for the Advancement of Mexican Americans (AAMA) will be staffing the phone bank at the station answering questions about HIV/AIDS. The next meeting of the task force will be at 10:00 a.m. on Wednesday, May 28, 2008 at the Women's Center.

Housing For People With AIDS (HOPWA): Dena Gray passed out the attached flyer listing some July 2008 community meetings.

**Announcements:**

Melvin Johnson stated that he attended the funeral of Jackie Baldwin's son. After the funeral, Jackie greeted and helped to feed approximately 1,000 neighbors and friends of the family.

Josie Salazar stated that pamphlets were available describing mental health services on the information table at the back of the meeting room (see attached).

Pete Rodriguez stated that there were also brochures on the information table describing the Harris County Hospital District's 16<sup>th</sup> Annual HIV Conference (see attached).

Two Council members, Eddie Givens and Kimberly Hardison, answered the question: "Who is your hero and why".

**Adjournment: Motion #5:** *it was moved and seconded (Givens, Fisher) to adjourn the meeting at 12:28 p.m. Motion carried.*

Respectfully submitted,

Victoria "Tri" Williams  
Victoria Williams, Manager

06/04/08  
Date

Draft Certified by  
Council Chair: Jammy Givens

Date 06/05/08

Final Approval by  
Council Chair: Jammy Givens

Date 6/02/08

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

**2008 Council Meeting Voting Record for Meeting Date: May 8, 2008**

	Motion #1				Motion #2				Motion #3				Motion #1				Motion #2				Motion #3				
	ABSENT	YES	NO		ABSENT	YES	NO		ABSENT	YES	NO		ABSENT	YES	NO		ABSENT	YES	NO		ABSENT	YES	NO	ABSENT	YES
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
Paula Downes		X			X				X				Bruce Turner				X		X			X			
David Garner		X					X		X				Steven Vargas		X					X		X			
Tammy Garrison				C			C					C	David Watson				X			X		X			
Yvette Garvin		X			X				X				Cathy Wiley, 11:46		X					X		X			
Eddie Givens, 11:50		X			X			lm																	
Dena Gray, 11:45		X			X				X				Jacquelyn Baldwin	X			X					X			
Kimberly Hardison, 12:04		X					X		X				David Bartholomew	X			X					X			
Charlotte Harris		X			X				X				David Benson	X			X					X			
Linda Hollins		X			X				X				Fide Cisnero	X			X					X			
Asia Johnson		X			X				X				Dan Ellis	X			X					X			
Melvin Johnson		X			X				X				Tonya Fisher	X			X					X			
Ernesto Macias		X					X				X		Thomas Giordano	X			X					X			
Ken Malone		X					X		X				Morénike Giwa	X			X					X			
Osaro Mgbere		X			X				X				Terry Hobbs	X			X					X			
Pete Rodriguez		X					X		X				J. Hoxi Jones	X			X					X			
Ruben Rosas		X			X				X				Michael Miller	X			X					X			
Ryan Rushing		X					X				X		Askari Naqvi	X			X					X			
Josie Salazar		X			X						X		Jerry Shelton	X			X					X			
Eulalia Seymore		X			X				X				Glenn Taggart, lm 12:10	X			X					X			
Cecilia Smith		X			X				X				John Tuttle	X			X					X			

Scribe: Monaghan

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**2008 Council Meeting Voting Record for Meeting Date: May 8, 2008**

	Motion #4				Motion #5										Motion #4				Motion #5						
	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN							ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO
MEMBERS													MEMBERS												
Paula Downes				X		X							Bruce Turner		X				X						
David Garner		X				X							Steven Vargas		X				X						
Tammy Garrison				C				C					David Watson				X		X						
Yvette Garvin				X		X							Cathy Wiley, 11:46				X		X						
Eddie Givens, 11:50		X				X																			
Dena Gray, 11:45		X				X							Jacquelyn Baldwin	X				X							
Kimberly Hardison, 12:04		X				X							David Bartholomew	X				X							
Charlotte Harris		X				X							David Benson	X				X							
Linda Hollins		X				X							Fide Cisnero	X				X							
Asia Johnson		X				X							Dan Ellis	X				X							
Melvin Johnson		X				X							Tonya Fisher	X				X							
Ernesto Macias				X		X							Thomas Giordano	X				X							
Ken Malone				X		X							Morénike Giwa	X				X							
Osaro Mgbere		X				X							Terry Hobbs	X				X							
Pete Rodriguez				X		X							J. Hoxi Jones	X				X							
Ruben Rosas		X				X							Michael Miller	X				X							
Ryan Rushing				X		X							Askari Naqvi	X				X							
Josie Salazar				X		X							Jerry Shelton	X				X							
Eulalia Seymore		X				X							Glenn Taggart, lm 12:10	X				X							
Cecilia Smith		X				X							John Tuttle	X				X							