

**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, November 12, 2009

Meeting Location: 2223 W. Loop South, Room 416

Houston, Texas 77027

MEMBERS PRESENT	MEMBERS ABSENT	EXTERNAL MEMBERS PRESENT
Bruce Turner, Chair	Fide Cisnero, excused	Ruth Atkinson
Pete Rodriguez, Vice-Chair	David Garner, excused	Scott Beaver
Asia Johnson, Secretary	Jerry Garza	Skeet Boyle
Claudine Alexandre-McGill	Thomas Giordano	Natalie Holmes
Jackie Baldwin	Gabriel Gonzalez, excused	Danielle Houston
David Benson	Dena Gray	John Laehy
Keith Bynam	Terry Hobbs, excused	Anna Langford
Paula Downes	Sheron Jackson, excused	Ken Malone
Tonya Fisher	Ernesto Macias, excused	Kevin Moore
Tammy Garrison	Osaro Mgbere, excused	Teresa Presley
Eddie Givens	Ryan Rushing, excused	Venita Ray
Morénike Giwa	Eulalia Seymore, excused	Ann Reed
Charlotte Harris	Glenn Taggart, excused	Nina Robinson-Davenport
Linda Hollins	Cathy Wiley, excused	Steve Schurmann
Melvin Johnson		Cortney Smith
J. Hoxi Jones		Edward Stevenson
Patrick Martin		
Michael Miller		OTHERS PRESENT
Greg Monk		Gina Blackwell
Askari Naqvi		
Ruben Rosas		<i>Liaison for County Judge Ed Emmett:</i>
Cecilia Ross		Modelle Brudner
Josie Salazar		
John Tuttle		Charles Henley, Ryan White Grant Administration
Steven Vargas		Carin Martin, Ryan White Grant Administration
		Tori Williams, Office of Support
		Jen Kim, Office of Support
		Diane Beck, Office of Support

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

Call to Order: Bruce Turner, Chair, Ryan White Planning Council, called the meeting to order at 11:36 a.m. and asked for a moment of reflection.

The Council watched a video of the President signing the 4-year reauthorization of the Ryan White Treatment Modernization Act.

External Committee Member Appreciation: The following External Members were presented with certificates of appreciation: Ruth Atkinson, Scott Beaver, Skeet Boyle, Natalie Holmes, Danielle Houston, John Laehy, Anna Langford, Ken Malone, Kevin Moore, Teresa Presley, Venita Ray, Ann Reed, Nina Robinson-Davenport, Steve Schurmann, Cortney Smith and Edward Stevenson.

Training: Election Policy: Monk, vice chair of the Operations committee, reviewed the attached policy.

Adoption of the Agenda: ***Motion #1***: *it was moved and seconded (Tuttle, Alexandre-McGill) to adopt the agenda. Motion carried.*

Adoption of the Minutes: ***Motion #2***: *it was moved and seconded (Vargas, Ross) to adopt the October 8, 2009 minutes. Motion carried.* Abstentions: Benson, Downes, Garrison, Miller.

Public Comment: None.

Reports from Committees:

Quality Assurance Committee:

Reports from the Ryan White Part A Administrator: See the attached 2009 MAI Performance Report from the HRSA Office of Performance Review.

FY 2010 Standards of Care and Outcome Measures: Henley gave a verbal update on the workgroup meetings to review the FY 2010 Standards of Care and Outcome Measures for services funded by Ryan White Parts A and B and State Services.

Comprehensive HIV Planning Committee : Vargas, Chair, reported on the following:

Needs Assessment Group (NAG): All four of the workgroups have met: Epidemiology, Survey, Data Collection & Analysis and reports from the workgroups will be presented at the next NAG meeting at 12 noon on Tuesday, November 17, 2009. The Client Survey and Epidemiology workgroups have completed their work. Please let J. Kim know if you wish to participate on the Data Collection or Analysis workgroups.

2008 Epidemiological Data: See the attached table of AIDS Incidence, HIV Prevalence and AIDS Prevalence from the FY 2010 Houston EMA HRSA grant application.

Affected Community Committee: Ruben Rosas, Co-Chair, reported on the following:

Consumer Workshop: The name for the event was selected, *The Ryan White Program and Houston Department of Health and Human Services Present the First Annual: Living Healthy with HIV*. The workgroup will now be meeting twice a month until the event. The next meeting will be on November 18, 2009 at noon. Please contact the Office of Support to join.

Consumer Education: At the October meeting there was an educational presentation by Earl Shelp, PhD entitled, *"HIV and the Religious Community"*. Dr. Shelp has worked in the HIV/AIDS community for many years. The committee recommends a repeat of the presentation at a full Council meeting.

Operations Committee: Greg Monk, Vice Chair, reported on the following:

Slate of Nominations for 2010 Officers: ***Motion #3***: *To accept the attached slate of nominees for 2010 Officers for the Ryan White Planning Council. Motion Carried.* Abstentions: Martin

Memorandum of Understanding: ***Motion #4***: *In view of recent reauthorization of the Ryan White Act, keep the attached Memorandum of Understanding as is. Motion Carried.* Abstentions: Martin

Council Support Budget: Please note the changes which have been made to the FY 2010 Council Support Budget, with the approval of the Chair of the Planning Council. The fringe benefit percentage was

changed to be the same as the Ryan White Grant Administrations budget and funds earmarked for cost of living increases were moved to other budget items.

Priority and Allocations Committee: John Tuttle, Vice Chair, reported on the following:

October 2009 Requests for Allocation Increases: **Motion #5:** *To approve the attached recommended allocation increases (please note that this Motion includes MAI and Part A funds.)* **Motion Carried.** Abstentions: Downes, Martin, Rodriguez, Salazar.

FY 2009 RW Part A Unspent Funds: **Motion #6:** *In the final quarter of the FY 2009 Ryan White Part A grant year, after implementing the Council-approved October reallocation of unspent funds and utilizing the existing 10% reallocation rule to the extent feasible, Ryan White Grants Administration (RWGA) may reallocate any remaining unspent funds as necessary to ensure the Houston EMA has less than 2% unspent Formula funds and no unspent Supplemental funds. RWGA must inform the Council of these shifts no later than the next scheduled RWPC Steering Committee meeting.* **Motion Carried.** Abstentions: Martin, Rodriguez.

FY 2009 RW Part A Carryover Funds: **Motion #7:** *If there are FY 2009 Ryan White Part A carryover funds, it is the intent of the committee to recommend allocating up to \$500,000 of these funds to Outpatient/ Ambulatory Primary Medical Care.* **Motion Carried.** Abstentions: Downes, Martin, Rodriguez.

Reports from the Ryan White Part A Administrator: See the attached reports:

- Reallocated Funds Under the 10 % Rule
- FY 2008 Part A and MAI CBO Primary Medical Care Expenditures
- FY 2008 MAI Procurement
- FY 2008 Part A and MAI Expenditures

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

Ross asked for a description of the clients rights card. Williams explained that it was created by the Affected Community Committee several years ago and details consumer's rights and how to report a complaint about a Ryan White funded agency. Per a request from the Affected Community Committee, the cards are being updated and reprinted and should be ready for distribution soon. Giwa asked when the list of World AIDS Day events would be available. Beck replied that it is being compiled right now and will be emailed to everyone and posted on the website.

Report from Ryan White Grants Administration: Charles Henley, Manager, Ryan White Grant Administration (RWGA), Public Health and Environmental Services, summarized the attached report.

Tuttle asked how the new testing requirements in the new Ryan White CARE Act fit with Malone's program at the Harris County Hospital District. Henley replied that no one is sure how any of the new requirements are going to work since the legislation was just passed. It is possible that the Planning Council will have to submit a testing plan to HRSA.

New Business: Reports:

Ryan White Parts B, C Rural and D: Martin submitted the attached report.

Latino Task Force on HIV/AIDS: Vargas stated that 12 agencies participated in National Latino HIV/AIDS Awareness Day on October 15, 2009. Approximately 300 people were tested with one positive result. The person who tested positive was sent last week for an eligibility appointment and their

first appointment with a doctor is tomorrow. City of Houston Council Member Edward Gonzalez presented a proclamation for Latino HIV/AIDS Awareness Day to the task force.

M-PACT: Turner said that he and Vargas attended a training held by the City of Houston. The group is still in need of members.

Announcements:

Everyone wished Modelle Brudner a happy birthday.

Vargas stated that there will be a mandatory training for agency personnel who refer clients to the Homeless Court on December 3, 2009 at the United Way.

Fisher will be moving to Portland, Oregon in December 2009.

Tuttle said that the annual turkey dinner at Thomas Street Health Center is coming up; he asked if anyone knew where to get inexpensive turkeys. He will take monetary donations to purchase them if anyone would like to make a donation.

Rosas reminded everyone that the Affected Community committee meeting this month will be on November 30, 2009 at the St. Hope Foundation in Conroe. If you would like to carpool, please contact the Office of Support.

Vargas reminded members of the Comprehensive HIV Planning committee to attend the NAG meeting at noon on November 17, 2009.

Adjournment: Motion #8: *It was moved and seconded (Garrison, Johnson) to adjourn the meeting at 12:55 p.m. Motion Carried.*

Respectfully submitted,


Victoria Williams, Manager

Date 12/03/09

Draft Certified by
Council Chair: 

Date 12/03/09

Final Approval by
Council Chair: _____

Date _____

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

2009 Council Meeting Voting Record for Meeting Date: November 12, 2009

	Motion #1			Motion #2			Motion #3			Motion #4			Motion #5			Motion #6			Motion #7			Motion #8			
	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	
MEMBERS																									
Claudine Alexandre-McGill		X			X				X				X				X				X				X
Jackie Baldwin		X			X				X				X				X				X				X
David Benson		X					X		X				X				X				X				X
Keith Bynam		X			X				X				X				X				X				X
Fide Cisnero	X				X				X				X				X				X				X
Paula Downes		X					X		X				X			X				X				X	X
Tonya Fisher		X			X				X				X				X				X				X
David Garner	X				X				X				X				X				X				X
Tammy Garrison		X					X		X				X				X				X				X
Jerry Garza	X				X				X				X				X				X				X
Thomas Giordano	X				X				X				X				X				X				X
Eddie Givens, JA 12:00		X			X				X				X				X				X				X
Morénike Giwa		X			X				X				X				X				X				X
Gabriel Gonzalez	X				X				X				X				X				X				X
Dena Gray	X				X				X				X				X				X				X
Charlotte Harris		X			X				X				X				X				X				X
Terry Hobbs	X				X				X				X				X				X				X
Linda Hollins, JA 11:42		X			X				X				X				X				X				X
Sheron Jackson	X				X				X				X				X				X				X
Asia Johnson, JA 12:28	X				X				X				X				X				X				X

	Motion #1			Motion #2			Motion #3			Motion #4			Motion #5			Motion #6			Motion #7			Motion #8		
	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN
MEMBERS																								
Melvin Johnson		X			X			X			X			X			X			X			X	
J. Hoxi Jones, JA 11:40		X			X			X			X			X			X			X			X	
Ernesto Macias	X			X			X			X			X			X			X			X		
Patrick Martin		X			X				X			X			X			X			X			X
Osaro Mgbere	X			X			X			X			X			X			X			X		
Michael Miller		X				X		X			X			X			X			X			X	
Greg Monk		X			X			X			X			X			X			X			X	
Askari Naqvi		X			X			X			X			X			X			X			X	
Pete Rodriguez		X			X			X			X			X			X			X			X	
Ruben Rosas		X			X			X			X			X			X			X			X	
Cecilia Ross		X			X			X			X			X			X			X			X	
Ryan Rushing	X			X			X			X			X			X			X			X		
Josie Salazar, LM 12:47		X			X			X			X			X			X			X			X	
Eulalia Seymore	X			X			X			X			X			X			X			X		
Glenn Taggart	X			X			X			X			X			X			X			X		
Bruce Turner			C			C			C			C			C			C			C			C
John Tuttle		X			X			X			X			X			X			X			X	
Steven Vargas		X			X			X			X			X			X			X			X	
Cathy Wiley	X			X			X			X			X			X			X			X		