

Council Approved November 11, 2010

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, October 14, 2010

Meeting Location: 2223 W. Loop South, Suite 416

Houston, Texas 77027

MEMBERS PRESENT	MEMBERS ABSENT	OTHERS PRESENT
Cecilia Smith-Ross, Chair	Claudine Alexandre-McGill	Deon Hunter, Houston Volunteer Lawyers Program
Pete Rodriguez, Vice-Chair	David Benson, excused	Linda Cantu, BMS
John Tuttle, Secretary	Paula Downes, excused	Darcy Padgett, Bee Busy
Sherifat Akorede	David Garner, excused	Norman Mitchell, Bee Busy
Roland Amboree	Tammy Garrison, excused	Chevonne Potter
Jackie Baldwin	Jerry Garza, excused	Monique Brightmon
Ben Barnett	Eddie Givens, excused	
Keith Bynam	Gabriel Gonzalez, excused	STAFF PRESENT
Morénike Giwa	Sheron Jackson, excused	<i>County Judge Emmett Liaison</i>
Dena Gray	Sammie Johnson, excused	Modelle Brudner
Terry Hobbs	Billie Lackins, excused	
Linda Hollins,	Patrick Martin, excused	<i>Ryan White Grant Administration</i>
Melvin Johnson	Josie Salazar, excused	Charles Henley
J. Hoxi Jones	Glenn Taggart, excused	Carin Martin
Januari Leo		
Ernesto Macias		<i>The Resource Group</i>
Osaro Mgbere		Anna Langford
Greg Monk		
Venita Ray		<i>Office of Support</i>
Ruben Rosas		Tori Williams
Ryan Rushing		Jen Kim
Eric Twombly		Georgette L. Monaghan
Steven Vargas		

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

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

Training: Ryan White Part A Health Insurance Service Category: Charles Henley, Harris County Public Health and Environmental Services (HCPHES), Ryan White Grant Administration presented the attached presentation describing the Ryan White Part A Health Insurance Service Category

Adoption of the Agenda: **Motion #1**: it was moved and seconded (Rosas, Giwa) to adopt the agenda. **Motion carried.**

Adoption of the Minutes: **Motion #2:** *it was moved and seconded (Ray, Vargas) to adopt the September 9, 2010 minutes with one correction: on the bottom of page 4, under M-PACT, the word “Wednesday” should be changed to “Thursday”.* **Motion carried.** Abstentions: Akorede, Amboree, Barnett, Bynam, Hollins, Rosas.

Public Comment: Rushing was asked to read aloud the note on the Council agenda describing the process for giving public comment. Smith-Ross stated that each person would be given 2 minutes to make public comment.

Chevonee Potter, Bering Omega Community Services, presented information from the attached handout describing the Bering Omega Day Treatment Center.

Darcy Padgett, Bee Busy, provided information related to the Bee Busy Wellness Center Open House (see the attached flyer).

Reports from Committees:

Ad Hoc Strategy Committee: Steven Vargas, Co-Chair, gave the following report:

2010 Houston Area EIIHA Strategy: **Motion #3:** *To approve the attached 2010 Houston Area Early Identification of Individuals with HIV/AIDS (EIIHA) Strategy.* Discussion: Henley stated that the committee is approving the framework with the understanding that there will be a lot more information which will need to be attached to the framework at a later date. Gray requested that the information be presented to the Community Planning Group (CPG). It was pointed out that members of the CPG are on the committee, but presenting the strategy to the whole group would be a good idea. **Motion carried.**

Quality Assurance Committee: Morenike Giwa, Co-Chair, presented the following information:

Reports from the Part A Administrative Agent: See the attached reports:

- FY 2010 Part A & MAI Procurement - Dated 09/09/10
- FY 2009 MAI Procurement – FINAL – Dated 09-09-10

Reports from the Part B Administrative Agent: See the attached reports:

- FY 2009 State Services Procurement – 09/01/09 – 08/31/10
- FY 2009 Part B Procurement – 04/01/10 – 08/31/10

Data Needs for FY 2011: See the attached schedule of dates when Ryan White Part B and State Services reports will be submitted.

Health Insurance Co-Pays and Co-Insurance Workgroup: FYI: The Quality Assurance Committee voted down the overall recommendations made by the Health Insurance Workgroup so that they could collect additional data before revisiting all three portions of the workgroup recommendations and developing revised recommendations. The following agenda item outlines items that the committee did agree upon.

Health Insurance Co-Pays and Co-Insurance Workgroup: **Motion #4:** *Regarding the Part A funded Health Insurance service category:*

- *Set a monthly deadline of the 10th of each month for requests to be processed.*
- *Publish the program rules, including the priority order in which requests will be processed (the program rules will be determined by the Administrative Agent and the contracted agency until alternative rules are approved by the Council).*
- *Ask the Administrative Agent to provide the Quality Assurance Committee with more detailed information on:*
 - *The number, type and dollar amount of requests that were paid,*
 - *The number, type and dollar amount of request that were not paid*

- *The net dollar amount of the funding gap between all submitted requests and the amount paid/committed for payments*
- *The total number of clients who were assisted*
- *The total number who were not assisted.*

Motion carried. Abstentions: Rushing, Mgbere.

Comprehensive HIV Planning Committee: No report.

Affected Community Committee: Amboree gave the following reports:

2011 Health Living with HIV Event: The event planning committee met in September and agreed that their October meeting would be a walk through at Ripley House, the event location. Also, members were encouraged to use the attached form to submit names of non-Ryan White funded, health care agency that might be interested in hosting an informational booth at the event. The Booth Referral Form must be submitted to the Office of Support by November 11, 2010.

Operations Committee: Ruben Rosas, Co-Chair, gave the following reports:

FY 2010 Council Support Budget: **Motion #5:** *To reconsider the action that was taken in July 2010 and instead of returning \$14,000 to Ryan White Grant Administration, keep these funds in the Council Support Budget to underwrite the cost of the 2011 Living Healthy with HIV event.* **Motion carried.** Abstention: Mgbere.

Memorandum of Understanding: The Operations Committee will be reviewing the attached Memorandum of Understanding at their 10/12/10 committee meeting. Members are welcome to submit input to the committee if they feel that revisions need to be made to the document.

Election Policy: Rosas read lines 18 through 36 of the attached policy entitled "Election of Officers, Election of Committee Chairs, Duties of Officers & Chairs".

Next month the Planning Council will hold its monthly meeting at the Braeswood Medical Center Building at 1115 S. Braeswood.

Priority and Allocations Committee: No report.

Report from Office of Support: Tori Williams, Manager, summarized the attached report. Williams thanked members for arriving in a timely manner. She also pointed out that the flyer describing the Standards of Care and Outcome Measures meeting reflects the new date, which is October 28, 2010. Transportation will not be provided but translation services will.

Report from Ryan White Grants Administration: Charles Henley, Manager, Ryan White Grant Administration (RWGA), Harris County Public Health and Environmental Services, summarized the attached report. Kudos to the Planning Council for their hard work in 2010 which allowed the staff to submit the HRSA Grant application. At their October meeting, the Priority and Allocations Committee will have \$199,000 to reallocate, with requests totaling \$195,000.

C. Martin encouraged members to invite clients receiving care from Part A funded agencies to take the on-line Client Satisfaction survey. The survey is available in both English and Spanish. The only ones not included in the survey process are pediatric and hospice clients.

Report from the Part B and State Services Administrative Agent: Anna Langford, Health Planner, The Houston Regional HIV/AIDS Resource Group summarized the attached report.

New Business:

HOPWA: Keith W. Bynam introduced Robert "Bob" Bradford, who is now coordinating the HOPWA Program. Bynam stated that, although he will soon be resigning, it was a pleasure serving on the Council.

Advisory Task Force, City Housing Department: Tuttle encouraged members to attend the "Tell Us What You Think!" meeting that is being sponsored by the City of Houston's Housing and Community Development Department (HCDD) (see the attached flyer). The next Housing meeting will be on November 16, 2010.

Report from the CDC Planning and Prevention Group (CPG): Dena Gray stated that she is working on World AIDS Day reports. CPG is organizing a series of outreach events, the first of which will be in Sunnyside. The testing numbers from the HIP HOP event are now available. Gray will bring them to the next meeting. Please see the attached flyer describing the Regional Forum on Black Women and HIV in Texas. On December 4, 2010, St. Johns Methodist Church will be hosting a play entitled: "You Better Ask Somebody!". Gray will email Williams details for distribution.

Latino Task Force on HIV/AIDS: Steven Vargas summarized the attached report.

HIP HOP for HIV Awareness Event: Ruben Rosas is looking forward to working with this event again next year.

Incarcerated: Anna Langford stated that members of the group have been working on a draft of a Mini Blue Book which will be given to inmates at the time of discharge. The next SIRR meeting will be at 9 a.m. on Wednesday, October 27, 2010 at United Way.

M-PACT: Ruben Rosas stated that meetings are on the first and third Thursdays of every month. They are working on social networking projects. He attended a workshop put on by Dean Gray and is working on the "In Your Face" event with the Bee Busy Youth Task Force. There is a November 11, 2010 fund raising event for which silent auctions items are needed.

AIDS Trial Network: Morénike Giwa gave the following report: "The last few meetings I have shared updates with regard to a plan that the Division of AIDS (DAIDS) has developed to restructure the six HIV/AIDS clinical networks. DAIDS recently released some more information regarding the structure of its plan. There will be three leadership groups focused on: therapeutics, prevention, and maternal/child health. See the AIDS.gov blog for the scientific priorities. There is a leadership meeting of the AIDS Clinical Trials Group and the International Maternal Pediatric Adolescent AIDS Clinical Trials Group next month in DC, and I will share more news about the community's role and how it will be impacted by the changes."

Adjournment: Motion #5: it was moved and seconded (Gray, Rushing) to adjourn the meeting at 1:05 p.m. **Motion carried.**

Respectfully submitted,

Victoria "Loni" Williams
Victoria Williams, Manager

10-28-10
Date

Draft Certified by
Council Chair: Cecilia J. Ross

Date 11/4/10

Final Approval by
Council Chair: Cecilia J. Ross

Date 11/11/10

DRAFT

VOTING RECORDS FROM THE 10-14-10 RYAN WHITE PLANNING COUNCIL MEETING

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

	Motion #1				Motion #2				Motion #3					Motion #1				Motion #2				Motion #3			
	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	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
Sherifat Akorede		X						X		X			Melvin Johnson		X				X				X		
Claudine Alexandre-McGill	X												Sammie Johnson	X										X	
Roland Amboree		X						X		X			J. Hoxi Jones		X				X					X	
Jackie Baldwin		X				X				X			Billie Lackins	X											
Ben Barnett		X						X		X			Januari Leo		X				X					X	
David Benson	X												Ernesto Macias		X				X					X	
Keith Bynam		X						X		X			Patrick Martin	X											
Paula Downes	X												Osaro Mgbere		X				X					X	
David Garner	X												Greg Monk		X				X					X	
Tammy Garrison	X												Venita Ray		X				X					X	
Jerry Garza	X												Pete Rodriguez		X				X					X	
Eddie Givens	X												Ruben Rosas		X						X			X	
Morénike Giwa		X				X				X			Ryan Rushing		X				X					X	
Gabriel Gonzalez	X												Josie Salazar	X											
Dena Gray		X				X				X			Cecilia Smith-Ross				C				C				C
Terry Hobbs		X				X				X			Glenn Taggart	X											
Linda Hollins		X					X			X			John Tuttle		X				X					X	
Sheron Jackson	X												Eric Twombly		X				X					X	
													Steven Vargas		X				X					X	

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

	Motion #4				Motion #5				Motion #6					Motion #4				Motion #5				Motion #6				
	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														MEMBERS												
Sherifat Akorede		X				X				X				Melvin Johnson		X				X				X		
Claudine Alexandre-McGill	X													Sammie Johnson	X											
Roland Amboree		X				X				X				J. Hoxi Jones		X				X			¹ _m			
Jackie Baldwin		X				X			X					Billie Lackins	X											
Ben Barnett		X				X			X					Januari Leo		X				X				X		
David Benson	X													Ernesto Macias		X				X				X		
Keith Bynam		X				X			X					Patrick Martin	X											
Paula Downes	X													Osaro Mgbere				X				X		X		
David Garner	X													Greg Monk		X				X				X		
Tammy Garrison	X													Venita Ray		X				X				X		
Jerry Garza	X													Pete Rodriguez		X				X				X		
Eddie Givens	X													Ruben Rosas		X				X				X		
Morénike Giwa		X				X			X					Ryan Rushing				X		X			¹ _m			
Gabriel Gonzalez	X													Josie Salazar	X											
Dena Gray		X				X			X					Cecilia Smith-Ross				C				C				C
Terry Hobbs		X				X			X					Glenn Taggart	X											
Linda Hollins		X				X			X					John Tuttle		X				X				X		
Sheron Jackson	X													Eric Twombly		X				X				X		
														Steven Vargas		X				X				X		