

Council Approved December 8, 2011

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 10, 2011

Meeting Location: City of Houston, Department of Health and Human Services
Braeswood Medical Center Building
1115 S. Braeswood, Houston, Texas 77030, Houston, Texas 77027

MEMBERS PRESENT	MEMBERS ABSENT	EXTERNAL MEMBERS
Pete Rodriguez, Vice-Chair	Cecilia Smith-Ross, excused	Kalvin Marshall
Billie Lackins	Sherifat Akorede, excused	Natalie Holmes
Ben Barnett	Claudine Alexandre-McGill	Ken Malone
Melody Barr	Roland Amboree	Gwendolyn Mooring
Michael Bass	Jackie Baldwin, excused	Skeet Boyle
David Benson	Gabriel Gonzalez, excused	Barbara Walker
Chris Escalante	Januari Leo, excused	Vicki Derouen
David Garner	Ernesto Macias	Kevin Moore
Jerry Garza	Greg Monk, excused	
Eddie Givens	Ruben Rosas, excused	STAFF PRESENT
Morénike Giwa	Ryan Rushing	<i>Ryan White Grant Administration</i>
Linda Hollins	Dr. Beverlee Solomon, excused	Charles Henley
Melvin Johnson	Lisa Tallent, excused	Carin Martin
J. Hoxi Jones	Eric Twombly, excused	
Osaro Mgbere		<i>The Resource Group</i>
Lyla Ordonez	OTHERS PRESENT	Patrick Martin
Venita Ray	Cora Hines	Anna Langford
Terrence Redix	Scott Becker	
C. Bruce Turner	Karen Kast	<i>Office of Support</i>
Steven Vargas	Mary Flowers, AIDS Foundation Houston	Tori Williams
Nadine Wallace		Jennifer Hadayia
David Watson		Georgette L. Monaghan

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

Call to Order: Pete Rodriguez, Vice Chair, Ryan White Planning Council, called the meeting to order at 11:57 a.m. and asked for a moment of reflection.

Welcoming Remarks: Rodriguez stated that Cecilia Smith-Ross was granted a scholarship to the US Conference on AIDS which is why she is absent today. Bruce Turner has been appointed as a consumer member of the Texas HIV Medication Advisory Committee. Rodriguez thanked the City Health Department for letting the Council use their conference room today. They always graciously agree to accommodate our needs when our attendance exceeds the fire code for our three County conference rooms.

We appreciate our External Committee Members: Rodriguez welcomed the External Committee members. He stated that “we are delighted to have this opportunity to honor their important contributions to the Ryan White process in 2011. Sixty two people met on a monthly basis to make recommendations on important Council decisions; decisions that impact the day to day well being of thousands of people challenged by this difficult illness. Of these 62 people, 25 are external committee members. The Council would not have the breadth of expertise or experience going into the decision making process without these important individuals.” Each person in attendance received a certificate of appreciation.

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

Adoption of the Minutes: **Motion #2:** *it was moved and seconded (Vargas, Givens) to adopt the October 13, 2011 minutes with the following deletion: under the Operations Committee report, strike the last sentence under item: Memorandum of Understanding. Motion carried.* Abstentions: Barr, Benson, Garner, Garza, Giwa, Ordonez, Watson.

Public Comment: None.

Reports from Committees:

Quality Assurance Committee: David Benson, Co-Chair, reported on the following:

Reports from the Ryan White Part A Grantee: See the attached: FY 2011 Part A/MAI Procurement Report November 5, 10/11 and FY 2011 Part A Service Utilization Report, 10/19/11.

Comprehensive HIV Planning and Ad Hoc EIIHA Committee: Steven Vargas, Co-Chair, reported on the following:

2012 Comprehensive Plan: See the attached summary of the September activities. Council members and others are encouraged to participate on the Leadership Team or a workgroup (see attached list).

Affected Community Committee: Melvin Johnson, Co-Chair, gave the following reports:

Committee Training: *What is a Standard of Care and an Outcome Measure?* Tori Williams provided a brief training on the purpose of standards of care and outcome measures.

Consumer Workgroup on the FY 2012 Standards of Care and Outcome Measures: Ryan White Grant Administration hosted a consumer workgroup meeting to gather input on the FY 2012 Standards of Care and Outcome Measures. Discussion will be continued at the December 13, 2011 Affected Community Committee meeting.

Operations Committee: Morénike Giwa, Co-Chair, reported on the following:

Officer Nominations for the 2012 Planning Council. **Motion #3:** *To accept the attached slate of nominees for Officers for the 2012 Houston Ryan White Planning Council.* Discussion: Nominations can be added from the floor the day of the election. **Motion carried.**

Memorandum of Understanding: Annually, the Operations Committee invites all stakeholders to review the attached Memorandum of Understanding to see if changes/updates need to be made. Please submit comments to the Office of Support so that the Committee can vote on the document at their November 8, 2011 meeting.

Co-sponsor the 2011 World AIDS Day Candlelight Observance: **Motion #4:** *Approve Council participation as a co-sponsor in the 2011 World AIDS Day Candlelight Observance Ceremony. Motion carried.*

Priority and Allocations Committee: Linda Hollins, Co-Chair, gave the following reports:

FY 2011 Part A Allocation Increases: ***Motion #5:*** *Distribute the currently available FY 2012 unspent funds proportionately between the two requests for increased funding (see attached requests).* Discussion: Henley stated that each request should end up with at least 74% of their original request. ***Motion carried.***
Abstentions: Barnett, Barr.

FY 2011 Part B Allocation Increases: The Part B Administrative Agent has notified the Priority and Allocations Committee that there has been an increase in the FY 2011 Part B grant award. Based upon the changing needs related to the Oral Health and Health Insurance service categories, the Part B Administrative Agent is going to contact the service providers and return to the Priority and Allocations Committee with a recommendation on how to implement the Part B Increase Funding Scenario.

Plan for FY 2011 Carryover Funds: ***Motion #6:*** *If there are FY 2011 Ryan White Part A carryover funds, it is the intent of the committee to recommend allocating up to \$650,869 to Outpatient/Ambulatory Primary Medical Care.* ***Motion carried.*** Abstentions: Barnett, Barr, Watson.

FY 2011 Unspent Funds: ***Motion #7:*** *In the final quarter of the FY 2011 Ryan White Part A, Part B and State Services grant years, after implementing the year end Council-approved 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 5% unspent Formula funds and no unspent Supplemental funds. The Resource Group (TRG) may reallocate any remaining unspent funds as necessary to ensure no funds are returned to the Texas Department of State Health Services. RWGA and TRG must inform the Council of these shifts no later than the next scheduled Ryan White Planning Council Steering Committee meeting.* Discussion: There was concern that the State process for allocating unspent funds may not be compatible with this motion. Therefore, there was a request for additional information about the Department of State Health Services' process for allocating Part B and State Services funds. In the meantime, members of the Priority and Allocations Committee felt that the Council did need to take action on the portion of the motion that impacts Part A funding. ***Motion failed.*** Yea: Barr; Abstentions: Watson, Giwa, Garner, Barnett.

Motion #8: *it was moved and seconded (Turner, Hollins) that in the final quarter of the FY 2011 Ryan White Part A grant years, after implementing the year end Council-approved 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 5% unspent Formula funds and no unspent Supplemental funds. RWGA must inform the Council of these shifts no later than the next scheduled Ryan White Planning Council Steering Committee meeting.* Discussion: the deleted portion of Motion #7 will be sent back to the Priority and Allocations Committee meeting for discussion and resolution. ***Motion carried.*** Abstentions: Givens, Barnett, Giwa, Watson, Garner.

Report from Office of Support: Tori Williams, Manager, summarized the attached report. Williams went over dates from the attached January 2012 calendar. Williams asked members of the Steering Committee to see her after the meeting. Since the next Steering Committee meeting is scheduled for Thursday, December 1, 2011, and since that is World AIDS Day (WAD), members may wish to consider changing the time of the meeting so as not to conflict with community WAD events.

Report from Ryan White Grants Administration (RWGA): Charles Henley, Manager, Ryan White Grants Administration, HCPHES, summarized the attached report.

Report from The Resource Group : Patrick Martin, Program Development Director and Anna Langford, Health Planner, The Houston Regional HIV/AIDS Resource Group, summarized the attached report.

New Business:

Ryan White Part C Urban: Rodriquez stated that they have a new HRSA Project Officer.

HOPWA: Barr stated that the RFP process is complete. Last year HOPWA funded 19 agencies, this year they could only fund 14 agencies. The amount of HOPWA funding available is \$8.2 million; \$7.1 million came from the government and the other \$1 million was carryover monies. There may not be carryover funds next year which means that the next fiscal year will automatically start with significantly fewer dollars.

Report from the Community Planning & Prevention Group (CPG) : Garner invited members to participate in the Comprehensive HIV Plan. Turner reported that the new CDC guidance calls for planning groups to be renamed as: Prevention Planning Groups.

Latino Task Force on HIV/AIDS: Vargas gave the following report: First, Jeff Benavides, Chair of the LHTF, sends his warmest thank-you to all who participated in the Latino HIV Task Force, HIV Testing and Education Event held, commemorating National Latino HIV / AIDS Awareness Day. Although the event was an overall success, LHTF is seeing fewer individuals being tested than in the past.

The community was provided with HIV testing, education, providing results, counseling with the community, and if needed, linkage to care. In total, 90 people were tested with over 150 attending. The Task Force reviewed this last effort and came to the conclusion much work needs to be done to combat fear and get the Hispanic Community to participate in such events. The next LHTF meeting will be held Friday, November 18, 2011, at Thomas Street Health Center's 3rd Floor Conference Room starting at 2:30 p.m.

SIRR: Lackins had the privilege of speaking for the graduation class of Project LEAP. P. Martin stated that the last meeting in 2011 was in October. Meetings will start again in January. The group will continue to review Standards of Care for the Early Intervention Program .

AIDS Trial Network: Giwa gave the following report: Last week the AIDS Clinical Trials Group and the Pediatric AIDS Cohort had their fall meeting. Currently, the International Maternal Pediatric Adolescent AIDS Clinical Trial Group known as IMPACT is meeting. Some of the main themes that keep coming up are the increased desire for studies that are moving toward a functional cure. When this happens, it puts "pure" research on the back burner. There is a lot of interest in increasing the number of collaborative studies and combining efforts with international studies on co-morbidities such as TB and malaria.

Legislative Updates: Turner stated that Januari Leo will be sending updated information on this topic. Please see Turner after the meeting if individuals are interested in being on the group email list.

Texas HIV/AIDS Coalition: Turner reported that they held a planning meeting in Austin about a month ago. They discussed committees, strengthening the coalition and continuing to hold bi-monthly teleconference calls.

Announcements: Bass asked members to read the attached Project Life Roads flyer. The program is currently being underutilized. The agency goal is to get clients into housing the same day they apply.


Adjournment: Motion #9: it was moved and seconded (Turner, Garner) to adjourn the meeting at 1:14 p.m.
Motion carried.

Respectfully submitted,



Victoria Williams, Manager

11/22/11
Date

Draft Certified by
Council Chair: 

Date 12/1/11

Final Approval by
Council Chair: 

Date 12/8/11

JA = 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																														
Sherifat Akorede	X													Januari Leo	X															
Claudine Alexandre-McGill	X													Ernesto Macias	X															
Roland Amboree	X													Osaro Mgbere, 12:11		X			X							X				
Jackie Baldwin	X													Greg Monk	X															
Ben Barnett		X				X				X				Lyla Ordonez		X						X				X				
Melody Barr		X						X		X				Venita Ray		X			X							X				
Michael Bass		X				X				X				Terrence Redix, 12:48		X			X							X				
David Benson		X						X		X				Pete Rodriguez				C				C								C
Chris Escalante		X				X				X				Ruben Rosas	X															
David Garner		X						X		X				Ryan Rushing		X			X							X				
Jerry Garza		X						X		X				Cecilia Smith-Ross	X															
Eddie Givens		X				X				X				Dr. Beverlee Solomon	X															
Morénike Giwa		X						X		X				Lisa Tallent	X															
Gabriel Gonzalez	X													Bruce Turner		X			X							X				
Linda Hollins		X				X				X				Eric Twombly	X															
Melvin Johnson		X				X				X				Steven Vargas		X			X							X				
J. Hoxi Jones		X				X				X				Nadine Wallace		X			X							X				
Billie Lackins		X				X				X				David Watson		X						X				X				

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	Motion #4				Motion #5				Motion #6					Motion #4				Motion #5				Motion #6				
	ABSENT	World AIDS Day YES	NO	CARRIED ABSTAIN	ABSENT	Part A YES	NO	CARRIED ABSTAIN	ABSENT	Carryover YES	NO	CARRIED ABSTAIN		MEMBERS	ABSENT	World AIDS Day YES	NO	CARRIED ABSTAIN	ABSENT	Part A YES	NO	CARRIED ABSTAIN	ABSENT	Carryover YES	NO	CARRIED ABSTAIN
Sherifat Akorede	X												Januari Leo	X												
Claudine Alexandre-McGill	X												Ernesto Macias	X												
Roland Amboree	X												Osaro Mgbere, 12:11	X				X					X			
Jackie Baldwin	X												Greg Monk	X												
Ben Barnett		X					X				X		Lyla Ordonez	X				X					X			
Melody Barr		X					X				X		Venita Ray	X				X					X			
Michael Bass		X			X				X			Terrence Redix, 12:48	X				X					X				
David Benson		X			X				X			Pete Rodriguez				C			C						C	
Chris Escalante		X			X				X			Ruben Rosas	X													
David Garner		X			X				X			Ryan Rushing	X				X						X			
Jerry Garza		X			X				X			Cecilia Smith-Ross	X													
Eddie Givens		X			X				X			Dr. Beverlee Solomon	X													
Morénike Giwa		X			X				X			Lisa Tallent	X													
Gabriel Gonzalez	X											Bruce Turner		X				X					X			
Linda Hollins		X			X				X			Eric Twombly	X													
Melvin Johnson		X			X				X			Steven Vargas		X			X					X				
J. Hoxi Jones		X			X				X			Nadine Wallace		X			X					X				
Billie Lackins		X			X				X			David Watson		X			X								X	

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	Motion #7				Motion #8				Motion #9				Motion #7				Motion #8				Motion #9							
	ABSENT	Unspent Funds YES	Carried NO	ABSTAIN	ABSENT	The Resource Group YES	Carried NO	ABSTAIN	ABSENT	Adjourn YES	Carried NO	ABSTAIN	ABSENT	Unspent Funds YES	Carried NO	ABSTAIN	ABSENT	The Resource Group YES	Carried NO	ABSTAIN	ABSENT	Adjourn YES	Carried NO	ABSTAIN				
MEMBERS																												
Sherifat Akorede	X																											
Claudine Alexandre-McGill	X																											
Roland Amboree	X													X				X							B-1			
Jackie Baldwin	X																											
Ben Barnett				X				X		X				X				X								X		
Melody Barr		X				X				X				X				X								X		
Michael Bass		X				X				X				X				X							B-1			
David Benson		X				X				X						C				C								C
Chris Escalante		X				X				X																		
David Garner				X				X		X				X				X								X		
Jerry Garza		X				X				X				X														
Eddie Givens		X						X		X				X														
Morénike Giwa				X				X		X				X														
Gabriel Gonzalez	X																											
Linda Hollins		X				X				X				X				X								X		
Melvin Johnson		X				X				X				X				X								X		
J. Hoxi Jones		X				X				X				X				X								X		
Billie Lackins		X				X				X						X				X						X		