

Council Approved June 14, 2012

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, April 12, 2012
Meeting Location: 2223 W. Loop South, Room 416
Houston, Texas 77027

MEMBERS PRESENT	MEMBERS ABSENT	OTHERS PRESENT
Morénike Giwa, Chair	Claudine Alexandre-McGill, excused	Ramiro Hernandez
Ben Barnett, Vice-Chair	Roland Amboree	Ella Collins-Nelson
Venita Ray, Secretary	Ruth Atkinson, excused	Chevonne Potter, Bering Omega Community Services
Melody Barr	David Benson, excused	Mary James, Greeter
Michael Bass	David Garner, excused	Edward Stevenson, Greeter
Bianca Burley	Jerry Garza	
Amber David	Gabriel Gonzalez, excused	STAFF PRESENT
Chris Escalante	J. Hoxi Jones, excused	<i>Ryan White Grant Administration</i>
Tracy Gorden	Billie Lackins, excused	Charles Henley
Linda Hollins	Januari Leo, excused	Carin Martin
Melvin Johnson	Nancy Miertschin, excused	
Ernesto Macias	Lyla Ordonez, excused	<i>The Resource Group</i>
Osaro Mgbere	C. Bruce Turner, excused	Patrick Martin
Greg Monk	Nadine Wallace, excused	
Kevin Moore	Larry Woods, excused	<i>Office of Support</i>
Teresa Presley Pruitt		Tori Williams
Terrence Redix		Jen Hadayia
Dr. Beverlee Solomon		Georgette L. Monaghan
Carl Tennill		
Eric Twombly		
David Watson		
Pat Weatherspoon		
Lena Williams		

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

Call to Order: Morénike Giwa, Chair, Ryan White Planning Council, called the meeting to order at 11:42 a.m. and asked for a Moment of Reflection.

Welcoming Remarks: Giwa stated the following members have completed the required Open Meetings Act training: Weatherspoon, Woods and Leo.

Training: The Priority Setting Process: Linda Hollins & Greg Monk, Co-Chairs, Priority & Allocations Committee, walked members through the attached Priorities and Allocations presentation describing the priority setting process.

Adoption of the Agenda: ***Motion #1***: *it was moved and seconded (Monk, Watson) to adopt the agenda with the addition of the following items: New Council Member introduction under Affected Community Committee Report and under item VIII. New Business, add: A. Spotlight on the Operations Committee. Motion carried.* Abstention: Solomon.

Adoption of the Minutes: ***Motion #2***: *it was moved and seconded (Tennill, Barr) to adopt the April 12, 2012 minutes. Motion carried.* Abstentions: David, Gorden, Johnson, Macias, Mgbere, Monk, Solomon, Twombly, Williams, Presley Pruitt.

Reports from Committees:

Quality Assurance Committee: Ernesto Macias reported on the following:

Reports from the Administrative Agent – Part A, see the attached reports:

- FY 2011 Part A Service Utilization Report – 4th Quarter/Final (04/10/12)
- Carin Martin gave a summary of the Focus Group Results Regarding Nutritional Supplements. The survey was distributed to Houston area Ryan White Part A providers. Approximately 20 individuals responded. Most felt that nutritional supplements are beneficial and improve some aspects of health; however, there should be limitations on the amount and types of supplements available. A formulary was discussed in the survey as well as possibly bundling the service within Primary Care. Martin took the survey results to the Quality Improvement Committee and they agreed with many of the survey respondents, especially regarding the need for a formulary. The Committee stopped short of recommending bundling the service with Primary Care.

FY 2013 How to Best Meet the Need Process: The Committee did not meet in April so that members could participate in the FY 2013 How to Best Meet the Need (HTBMTN) workgroups. Recommendations from the workgroups and the committee will be presented to the Steering Committee & Council in June. Giwa thanked the committee for another successful HTBMTN process.

Ad Hoc EIIHA Strategy: Giwa gave the following report:

Committee Meetings: The Ad Hoc EIIHA Strategy Committee has scheduled its first meeting of the year at 2:00 p.m. on Monday, May 21, 2012. Hadayia stated that the committee will review the list of activities assigned to the committee in the Comprehensive Plan and start reviewing the current EIIHA strategy to see if it still meets the needs of the community in terms of identifying and informing those unaware of their status and referring them into care.

Comprehensive HIV Planning: Michael Bass, Co-Chair, reported on the following:

2012 Comprehensive Plan: See the attached list of edits that have been made to the 2012 Houston Area Comprehensive HIV Prevention and Care Services Plan.

2012 Special Studies: ***Motion #3***: *Develop and conduct a special study on HIV in the Houston area transgender population to fill gaps in current data and as a component of Comprehensive Plan implementation.* Discussion: Bass stated that the SIRR Coalition will be conducting a study regarding HIV and the incarcerated, hence the committee would like to dedicate its resources to a different population, namely the transgender community since many individuals in this community may be out of care. ***Motion carried.*** Abstention: Johnson.

2012 Committee Timeline: See the attached timeline of 2012 Committee activities.

2014 Houston Area HIV/AIDS Needs Assessment: See the attached timeline and budget for the 2014 Houston Area HIV/AIDS Needs Assessment which has been approved by the Comprehensive HIV Planning Committee and is being forwarded to the Operations Committee for review and inclusion in the FY 2013 Council Support Budget.

Affected Community: Chris Escalante, Chair, gave the following reports:
Giwa welcomed new Council Member Teresa Presley Pruitt.

Education: HIV and Co-Infections: The Committee will be meeting at 12 noon on Tuesday, May 15, 2012 at St. Hope Foundation in Stafford, Texas. The speaker will be Penny Rhodes, PA who will be discussing HIV and Co-Infections. Escalante invited all members to attend.

National HIV/AIDS Awareness Days: See the attached information on National HIV/AIDS Awareness Day for:

- American Indians, Alaska Natives & Native Hawaiians (March 20, 2012)
- HIV Vaccine Awareness (May 18, 2012)
- Asians and Pacific Islanders (May 19, 2012)

Giwa commended the committee for keeping the Council up to date on the National HIV/AIDS Awareness Days.

Operations Committee: David Watson, Co-Chair, reported on the following:

Council Policies and Procedures: ***Motion #4:*** *Because of the more informal nature of the Affected Community Committee meetings, change Council procedures to allow the Chair of the Affected Community Committee to invite the general public to sit at the table and participate in discussion throughout Affected Community Committee meetings.* (See attached for specific edits to the policy). ***Motion carried.*** Abstention: Johnson.

Council Policies and Procedures: ***Motion #5:*** *Keep policies & procedures as they are in relation to the Priority and Allocations Committee.* (See the attached memo with justification.) Minority Report: FYI: At the Steering Committee meeting, The Council Chair had to break a tie on this motion in order for it to pass. The minority concern is that external members do not receive as much training as Council members and therefore additional restrictions should be placed on the number of external members appointed to this committee. ***Motion carried.*** Nays: Monk, Barr, Bass. Abstentions: Johnson, David, Solomon, Osaro, Ray, Barnett.

2011 Project LEAP End of Year Report: See the attached report.

Quarterly Committee Report: See the attached report.

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

Report from the Administrative Agency – Part A: See the attached report.

Report from the Administrative Agency – Part B: See the attached memo from the Texas Department of State Health Services regarding FY 2013 contracts.

Quarterly Committee Report: See the attached report.

Report from the Office of Support: Tori Williams, Manager, summarized the attached report. Williams thanked everyone for arriving at the Council meeting on time. Giwa thanked all who contributed to the development of the Comprehensive Plan.

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

Report from The Resource Group: Patrick Martin, Program Development Director, The Houston Regional HIV/AIDS Resource Group summarized the attached report. Martin stated that all contracts with DSHS will start on September 1 of this year and go through August 31, 2013. Since some of the Part B money was distributed on April 1, 2012 there will have to be a vehicle for bridging the funding this first year. None of the changes will affect the actual allocations.

New Business:

Spotlight on the Operations Committee: David Watson, Co-Chair and other members of the Operations Committee gave a brief presentation on the functions of the committee. Giwa stated that all committees will be "Spotlighted" throughout the year so that members will have a better understanding of what the different committees do and how they interact.

Project LEAP Update: Morénike Giwa stated that the Office of Support is still soliciting applications. The Office recently announced a contest to encourage more individuals in the community to refer applicants. The Project LEAP Advisory committee will be meeting at 12:30 p.m. on Friday, May 18, 2012.

HOPWA: Melody Barr stated that there will be a HOPWA providers meeting next week.

African American Emergency Task Force on HIV/AIDS: Amber David reported that the Task Force participated in the Houston Splash event in May 2012. They distributed over 8,000 condoms. David stated that he was proud that the City of Houston Health Department, as well as other HIV/AIDS agencies, worked together to distribute educational information about prevention among the 30 year old and younger generation.

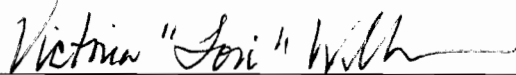
Latino Task Force on HIV/AIDS: Chris Escalante stated that the Task Force, along with the GLBT Center, raised funds for future health fairs.

Medical Updates: Ben Barnett, MD: The FDA's New Drug Subcommittee recommended, for the first time, the use of HIV drugs for prevention purposes with an HIV negative person. Regarding Hepatitis C, a tremendous amount of data was presented regarding new Hepatitis C drugs at the conference hosted by the European Association for the Study of Liver Diseases. There will be an avalanche of Hepatitis C therapies coming in the next 3-4 years. Amber stated that the City Health Department is issuing a lot of rapid tests for Hepatitis C.

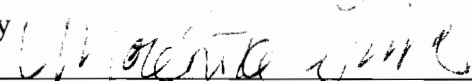
Announcements: Giwa stated that T. Williams will be available in her office 30 minutes prior to all meetings in case a member would like to meet with her to review materials or ask questions related to the meeting.

Adjournment: The meeting adjourned at 1:05 p.m.

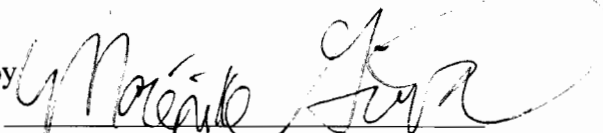
Respectfully submitted,


Victoria Williams, Manager

06-06-12
Date

Draft Certified by
Council Chair: 

Date 06-07-12

Final Approval by
Council Chair: 

Date 06-14-12

JA = Just arrived at meeting, LR = Left room temporarily, LM = Left the meeting, C = Chair of the meeting, hence no vote.

	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																													
Claudine Alexandre-McGill	X												Januari Leo	X															
Roland Amboree	X												Ernesto Macias		X						X		X						
Ruth Atkinson	X												Osaro Mgbere		X						X		X						
Ben Barnett		X				X				X			Nancy Miertschin	X															
Melody Barr		X				X				X			Greg Monk		X						X		X						
Michael Bass		X				X				X			Kevin Moore		X				X				X						
David Benson	X												Lyla Ordonez	X															
Bianca Burley		X				X				X			Teresa Presley Pruitt		X						X		X						
Amber David		X						X		X			Venita Ray		X				X				X						
Chris Escalante		X				X				X			Terrence Redix		X				X				X						
David Garner	X												Dr. Beverlee Solomon				X				X		X						
Jerry Garza	X												Carl Tennill		X				X				X						
Morénike Giwa				C				C				C	Bruce Turner	X															
Gabriel Gonzalez	X												Eric Twombly		X						X		X						
Tracy Gorden		X						X		X			Nadine Wallace	X															
Linda Hollins		X				X				X			David Watson		X				X				X						
Melvin Johnson		X						X				X	Pat Weatherspoon		X				X				X						
J. Hoxi Jones	X												Lena Williams		X						X		X						
Billie Lackins	X												Larry Woods	X															

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

	Motion #4	Op-Affected	Carried		Motion #5	Op-PA	Carried			Motion #4	Op-Affected	Carried		Motion #5	Op-PA	Carried	
MEMBERS	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	MEMBERS	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN
Claudine Alexandre-McGill	X								Januari Leo	X							
Roland Amboree	X								Ernesto Macias		X				X		
Ruth Atkinson	X								Osaro Mgbere		X						X
Ben Barnett		X						X	Nancy Miertschin	X							
Melody Barr		X					X		Greg Monk		X					X	
Michael Bass		X					X		Kevin Moore		X				X		
David Benson	X								Lyla Ordonez	X							
Bianca Burley, lm 12:19 pm		X				X			Teresa Presley Pruitt		X				X		
Amber David		X						X	Venita Ray		X						X
Chris Escalante		X				X			Terrence Redix		X				X		
David Garner	X								Dr. Beverlee Solomon		X						X
Jerry Garza	X								Carl Tennill		X				X		
Morénike Giwa				C				C	Bruce Turner	X							
Gabriel Gonzalez	X								Eric Twombly		X				X		
Tracy Gorden		X				X			Nadine Wallace	X							
Linda Hollins		X				X			David Watson		X				X		
Melvin Johnson				X				X	Pat Weatherspoon		X				X		
J. Hoxi Jones	X								Lena Williams		X				X		
Billie Lackins	X								Larry Woods	X							