

**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 8, 2012

Meeting Location: Third Ward Multi-Service Center Auditorium

3611 Ennis Street, Houston, Texas 77004

MEMBERS PRESENT	MEMBERS ABSENT	OTHERS PRESENT
Morénike Giwa, Chair	Claudine Alexandre-McGill	Amy Leonard
Venita Ray, Secretary	Ben Barnett, excused	Alisha Borden
Roland Amboree	David Benson	Steven Vargas
Ruth Atkinson	Jerry Garza	Rufus Parker
Melody Barr	Linda Hollins, excused	Robert Smith
Michael Bass	Melvin Johnson, excused	Herman Finley
Bianca Burley	J. Hoxi Jones, excused	Mary James
Amber David	Januari Leo, excused	Omona Brown
Chris Escalante	Teresa Presley Pruitt	Arthur O'Neil
Gabriel Gonzalez	Eric Twombly, excused	S. Brown
Tracy Gorden	OTHERS PRESENT	S. Lee
Osaro Mgbere	Kalvin Marshall	D. Selman
Nancy Miertschin	Elia Chino	STAFF PRESENT
Greg Monk	Kimmy Palacios	<i>Ryan White Grant Administration</i>
Kevin Moore	Ramiro Hernandez	Charles Henley
Terrence Redix	Camden Hallmark	<i>The Resource Group</i>
Carl Tennill	Matt Locklin/AHCH	Patrick Martin
C. Bruce Turner	Amana Turner/Change Happens	<i>Office of Support</i>
Nadine Wallace	SaLynda Bryson	Tori Williams
David Watson	Jorge Lopez	Jen Hadayia
Pat Weatherspoon	Janice Zigla	Diane Beck
Lena Williams	Pete Rodriguez	Georgette L. Monaghan
Larry Woods	A.Willsard	Rusty Wendt, UTSPH, intern

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 11:43 a.m. and asked for a moment of reflection.

Recognizing External Committee Members: Giwa welcomed the External Committee members. She was delighted to have the opportunity to honor their important contributions to the 2012 Ryan White planning process. Each person in attendance received a certificate of appreciation.

Educational Presentation: RWPC Election Policy: David Watson, Co-Chair, Operations Committee summarized the attached Election Policy.

Adoption of the Agenda: ***Motion #1***: *it was moved and seconded (Gonzalez, Wallace) to adopt the agenda with the following change: Add item G. Syphilis Presentation under the Call to Order. Motion carried unanimously.*

Adoption of the Minutes: ***Motion #2***: *it was moved and seconded (Ray, Wallace) to adopt the October 11, 2012 minutes. Motion carried.* Abstentions: Amboree, Atkinson, Barr, Monk, Redix, Wallace.

Michael Thomas, City of Houston, provided information on the current syphilis epidemic.

Public Comments and Announcements: None.

Reports from Committees:

Quality Assurance Committee: Chris Escalante, Co-Chair, reported on the following:

How To Best Meet the Need: Mental Health: ***Motion #3***: *Ask the Administrative Agent to work with the currently funded provider to continue monitoring the needs of rural clients and make sure they are aware of mental health services in the HSDA. Justification: Unlike other areas outside of the HSDA, rural clients receiving services in the Houston HSDA should have access to Ryan White funded transportation; psychiatric and medical case management services are located at all primary care sites; the Local Pharmacy Assistance Program provides psychiatric medication; and rural counseling services are being expanded through telemedicine. Therefore, geographic targeting is unnecessary.* Discussion: Turner expresses a concern that the providers on the panel were from outside the HSDA and that rural consumers were not included on the panel. According to the 2011 Houston Area HIV Needs Assessment, there was a need for more comprehensive care in the rural areas. P. Martin stated that he felt it would have been a conflict of interest for Houston providers to participate on the panel so he invited providers who work outside of the HSDA. The staff was asked to organize a panel of rural consumers to discuss with the Quality Assurance Committee access to mental health services in the Houston HSDA. ***Motion carried.*** Nay: Atkinson. Abstention: Amboree, Mgbere.

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

- FY 2012 Procurement Report (revised: 10/10/12)
- FY 2012 Service Utilization Report – 2nd Quarter (dated 09/28/12)

Reports from the Administrative Agent – Part B/State Services: See the attached:

- FY 11/12 State Services Procurement Report (04/01/12 – 08/31/12)
- FY 11/12 State Services Utilization Report (09/01/12 – 08/31/12)
- FY 12/13 Ryan White Part B Procurement Report (04/01/12 -08/31/12)
- FY 2012 Ryan White Part B Utilization Report (04/01/12 – 08/31/12)

FY 2013 Standards of Care: The committee will be reviewing the FY 2013 Standards of Care and Outcome Measures at their next meeting at 10:00 a.m. on Thursday, November 15, 2013.

Comprehensive HIV Planning: Michael Bass, Chair, gave the following reports:

Educational Presentation: Oscar Perez, YMSM Program Coordinator at HACS, provided information on the “Men’s Testing Initiative,” which aims to test 5,000 YMSM and find 250 new positives over two years. The initiative includes HIV testing in non-traditional settings and testing and counseling for couples. Home testing may be added in 2013.

2014 HIV/AIDS Needs Assessment: ***Motion #4:*** *Adopt the proposed structure for the 2014 Houston Area HIV/AIDS Needs Assessment, see attached, that includes formation of a Needs Assessment Group (NAG), a Survey and Data Collection Workgroup, and an Analysis Workgroup. Development of the sampling frame for the assessment will be tasked to the 2013 Joint Epi Profile Workgroup. Motion carried unanimously.*

Motion #5: *Adopt the proposed list of collaborative partners for the 2014 HIV/AIDS Needs Assessment, see attached, noting that the process is a partnership between consumers, providers, and government entities and that multiple avenues will be used to engage consumers, including in the criteria for quorum for NAG and Workgroup meetings. Motion carried unanimously.*

Evaluation of Year 1 of Comprehensive HIV Plan Implementation: The Evaluation Workgroup will re-convene in December 2012 to conduct the evaluation of Year 1 of implementation of the joint Comprehensive HIV Plan. See the attached Evaluation & Monitoring Plan.

Update on the 2013 Joint Epidemiological Profile: The 2013 Epi Profile Workgroup has been formed and held its first planning meeting on Friday, October 26, 2012. The first conference call will be November 6, 2012.

Update on Special Studies: The Transgender Special Study will conclude on October 31, 2012. As of today, November 8, 2012, 91 surveys have been collected, and three focus groups have been held, see attached. The goal was for 30 surveys and Hadayia and H. Finley have done a wonderful job recruiting survey participants. A Special Study on post-release linkage to care for the recently released incarcerated, sponsored by SIRR, was launched on October 17, 2012, see attached.

2012 – 2013 Committee Timetable: See the attached timetable of major activities for the Comprehensive HIV Planning Committee for November 2012 – June 2013.

Affected Community: Terrence Redix, Vice-Chair, reported on the following:

Educational Presentation: HIV & the Hispanic Community: The Committee met at FLAS and received information on HIV & the Hispanic Community, presented by Elia Chino, Executive Director.

2012 Community Events: See the attached chart listing events at which members of the Affected Community Committee have staffed a Ryan White booth.

2012 Greeters: See the attached list of greeters at 2012 Council meetings.

Universal Statement about Non-Discrimination: One of the activities of the Comprehensive Plan is to develop and adopt a universal statement about non-discrimination toward Special Populations in the provision of HIV prevention and care services. Rusty Wendt, an intern with the Office of Support, is working with the Affected Community Committee to develop such a statement.

Committee Training: Jennifer Hadayia, Health Planner for the Office of Support, trained members of the Affected Community Committee and others on the purpose of Standards of Care and Outcome Measures.

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

Letter of Agreement with the RW Part B Stakeholders: ***Motion #6:*** *Approve the attached Letter of Agreement among the Ryan White Part B Stakeholders. If approved, the letter will be sent forward to the Texas Department of State Health Services (DSHS) for their approval. Motion carried.* Abstention: Williams.

2013 Elections: **Motion #7:** *Approve the attached Slate of Officers for the 2013 Ryan White Planning Council.*
Motion carried unanimously

Important 2013 Meeting Dates: Please note the following important meeting dates:

- Mentor/Mentee Luncheon – Thursday, January 17, 2013
- Council Orientation – Thursday, January 24, 2013

Priority and Allocations: Greg Monk, Co-Chair, gave the following reports:

FY 2012 Ryan White Part A Unspent Funds: **Motion #8:** *Approve the attached allocation increases using FY 2012 Ryan White Part A unspent funds.* ***Motion carried.*** Abstention: Mgbere, Barr.

Quarterly Committee Report: See the attached Quarterly Committee Report.

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

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

Report from The Resource Group: Patrick Martin, Program Development Director, The Resource Group, summarized the attached report. They are in the process of finalizing two Harbor Path webinars for November 13 and 20, 2012. Martin will contact Williams when the dates are confirmed.

New Business:

HOPWA: Barr, there will be a public hearing on housing on 11-08-12 from 6 – 8 p.m.

HIV Prevention Group (HPG): Hadayia stated the meeting was very short, they talked about the upcoming state wide conference, the SIRR consumer survey and some reorganizations that are happening to the City.

Update from Task Forces:

African American: David shared that the next meeting will be at 11:00 a.m. on 11-09-12 at the Montrose Center. The next National HIV Awareness Day will be in February 2013.

Latino HIV Task Force (LHTF): Vargas stated that the LHTF will be having its last two meetings of the year on Friday, November 16, 2012, from 2 – 4 p.m. in Thomas Street Health Center's 3rd Floor Conference Room. They will be reviewing leadership candidates for the upcoming year, and planning how to best participate in a national effort spearheaded by NLAAN (National Latino AIDS Action Network) to launch the National Latino/Hispanic HIV/AIDS Action Agenda (the Agenda). The Agenda identifies a set of priorities and makes specific recommendations to stakeholders to effectively address HIV/AIDS in Latino communities. All are welcome to join in the development of a national wave of solidarity to address the impact of HIV/AIDS in local communities. For more information, please call 713-987-4740, or email latinohtf@hotmail.com.

MPact-MSM: Bruce Turner stated that they are working on a project to expand the task force. The meeting will be on 11-14-12 at 6:30 p.m. at the Montrose Center.

Hepatitis C Task Force: Vargas shared that the Hepatitis C Task Force will meet at Legacy Community Health Services, their new meeting location from here until the foreseeable future, in their 4th Floor Conference Room. Legacy Community Health Services is located at 1415 California Street, 77006. The group discussed planning an event for July 2013. Please consider this an invitation to assist with creating a sense of urgency in addressing HCV infection rates, treatment options, and access to care. It is especially crucial to assist those dually infected

with HIV/HCV. The next meeting is set for Wednesday, November 14, 2012, from 3:00 p.m. – 4:00 p.m. at 1415 California Street, 77006.

Urban AIDS Ministry: Giwa gave The Office of Support a flyer for World AIDS Day in which it tells how churches can prepare a response, see attached.

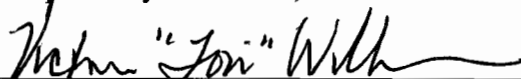
AIDS Trial Network: Giwa stated that the Network cancelled their November Fall meeting due to Hurricane Sandy. The next meeting will be at the end of July, early August. Locally the Network is sourcing new members. They meet every 2nd Tuesday of month at Legacy Community Health Services from 5:30 – 6:30 p.m., dinner is provided.

Legislative Updates: Turner stated that the Texas HIV/AIDS Coalition is watching for the next legislative session which will begin in January 2013. The date for the next Advocacy Day is March 4, 2013.

SPNS Grant: HIV and the Homeless Program: Miertchin stated that there are several openings for case managers, a function coordinator and a service linkage worker.

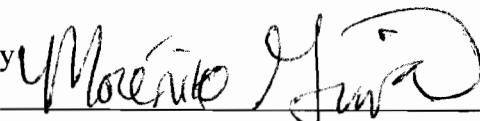
Adjournment: The meeting adjourned at 1:10 p.m.

Respectfully submitted,

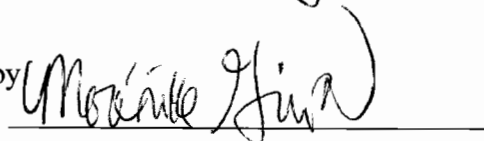


Victoria Williams, Manager

12/5/12
Date

Draft Certified by 
Council Chair: _____

Date 12/6/12

Final Approval by 
Council Chair: _____

Date 12/13/12

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	Mental Health	Carried		ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	Mental Health	Carried		ABSENT	YES	NO	ABSTAIN					
MEMBERS																																			
Morénike Giwa				C				C				C					X				X								X						
Venita Ray		X				X				X				X			X						X						X						
Roland Amboree, 11:51		X						X				X					X				X								X						
Ruth Atkinson		X						X			X			X			X				X								X						
Melody Barr		X						X		X				X			X				X								X						
Michael Bass		X				X				X				X			X				X								X						
Bianca Burley		X				X				X				X																					
Amber David		X				X				X				X																					
Chris Escalante		X				X				X				X																					
Gabriel Gonzalez		X				X				X				X																					
Tracy Gorden		X				X				X				X																					
Osaro Mgbere, 12:11	X				X							X				X												X							
Nancy Miertschin		X				X				X				X																					
Greg Monk		X						X		X				X																					
Kevin Moore, 11:58	X				X					X				X														X							
Terrence Redix		X						X		X				X																					
Carl Tennill		X				X				X				X														X							

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	Motion #4				Motion #5				Motion #6						Motion #4				Motion #5				Motion #6						
	Needs Assessment	Carried		Partners – NA	Carried		Letter of Agreement	Carried				Needs Assessment	Carried		Partners – NA	Carried		Letter of Agreement	Carried				Letter of Agreement	Carried					
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	ABSENT	YES	NO	ABSTAIN
Morénike Giwa				C				C				C	Bruce Turner		X				X				X				X		
Venita Ray		X				X				X			Nadine Wallace		X				X				X				X		
Roland Amboree, 11:51		X				X				X			David Watson		X				X				X				X		
Ruth Atkinson		X				X				X			Pat Weatherspoon		X				X				X				X		
Melody Barr		X				X				X			Lena Williams		X				X										X
Michael Bass		X				X				X			Larry Woods		X				X			lm							
Bianca Burley		X				X				X																			
Amber David		X				X				X			Claudine Alexandre-McGill	X															
Chris Escalante		X				X				X			Ben Barnett	X															
Gabriel Gonzalez		X				X				X			David Benson	X															
Tracy Gorden		X				X				X			Jerry Garza	X															
Osaro Mgbere, 12:11		X				X				X			Linda Hollins	X															
Nancy Miertschin		X				X				X			Melvin Johnson	X															
Greg Monk		X				X				X			J. Hoxi Jones	X															
Kevin Moore, 11:58		X				X				X			Januari Leo	X															
Terrence Redix		X				X				X			Teresa Presley Pruitt	X															
Carl Tennill		X				X				X			Eric Twombly	X															
Bruce Turner		X				X				X																			

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	Motion #7	Officers	Carried			Motion #7	Officers	Carried	
MEMBERS	ABSENT	YES	NO	ABSTAIN	MEMBERS	ABSENT	YES	NO	ABSTAIN
Morénike Giwa				C	Bruce Turner		X		
Venita Ray		X			Nadine Wallace	lm			
Roland Amboree, 11:51		X			David Watson		X		
Ruth Atkinson		X			Pat Weatherspoon		X		
Melody Barr				X	Lena Williams		X		
Michael Bass		X			Larry Woods	X			
Bianca Burley		X							
Amber David		X			Claudine Alexandre-McGill	X			
Chris Escalante		X			Ben Barnett	X			
Gabriel Gonzalez		X			David Benson	X			
Tracy Gorden		X			Jerry Garza	X			
Osaro Mgbere, 12:11				X	Linda Hollins	X			
Nancy Miertschin		X			Melvin Johnson	X			
Greg Monk		X			J. Hoxi Jones	X			
Kevin Moore, 11:58		X			Januari Leo	X			
Terrence Redix		X			Teresa Presley Pruitt	X			
Carl Tennill		X			Eric Twombly	X			
Bruce Turner		X							