

Council Approved September 12, 2013

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

12 noon, Thursday, August 8, 2013

Meeting Location: Kashmere Multi Service Center

4802 Lockwood, Houston, Texas 77026

MEMBERS PRESENT	MEMBERS PRESENT	OTHERS PRESENT
Greg Monk, Chair	Leslie Raneri	Ramiro Hernandez
Ben Barnett	Cecilia Ross	Mikell Dixon
Roland Amboree	C. Bruce Turner	Project LEAP Students – see attached sign-in sheets
Ruth Atkinson	Steven Vargas	
Michael Bass	Nadine Wallace	STAFF PRESENT
Curtis Bellard	David Watson	<i>Liaison for County Judge Emmett</i>
David Benson	Lena Williams-Ellis	Modelle Brudner
Skeet Boyle	Larry Woods	
Bianca Burley		<i>Ryan White Grant Administration</i>
Amber David	MEMBERS ABSENT	Charles Henley
Rene de Buenrostro	Melody Barr, excused	Heather Keizman
Chris Escalante	Ella Collins-Nelson, excused	
Gene Ethridge	Evelio Escamilla, excused	<i>The Resource Group</i>
Herman Finley	Jerry Garza	Sha'Terra Johnson-Fairley
Tracy Gorden	Morénike Giwa	
Paul Grunenwald	Gabriel Gonzalez, excused	<i>Office of Support</i>
Januari Leo	J. Hoxi Jones, excused	Tori Williams
Nelson Lopez	Teresa Presley Pruitt	Jen Hadayia
Osaro Mgbere	Terrence Redix, excused	Diane Beck
Nancy Miertschin	Tamika White	Georgette L. Monaghan
Kevin Moore	Eric Twombly, excused	

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

Call to Order: Greg Monk, Chair, Ryan White Planning Council, called the meeting to order at 12:09 p.m. and asked for moment of reflection to honor those that have gone before.

Welcoming Remarks: Monk invited Project LEAP students to introduce themselves, after which he had Council members raise their hands if they were a Project LEAP graduate. Monk stated that one of the items on the agenda is to approve the Assessment of the Administrative Mechanism. He reminded Council members that the past two years have been particularly challenging for Charles Henley and his staff, hence it is to their credit that the assessment is glowing. Monk reminded members of the Comprehensive HIV Planning Committee that their meeting will be starting as soon as the Council meeting adjourns.

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

Adoption of the Minutes: **Motion #2**: *it was moved and seconded (Amboree, Boyle) to adopt the July 11, 2013 minutes. Motion carried.* Abstentions: Burley, David, Vargas, Watson.

Project LEAP Presentation: Williams, Hadayia and the Project LEAP students presented the results of the two mini needs assessments that were designed by the two classes. See the attached power point presentation for details.

Public Comments: None.

Reports from Committees:

Affected Community Committee: Nadine Wallace, Co-Chair, gave the following reports:

Committee Training: PrEP: Danielle Houston, Public Health Specialist with Legacy Community Health Services gave a presentation on PrEP. See attached handouts.

Monthly Committee Training: See the attached schedule of 2013 Committee Training Topics.

2013 Community Events: See the attached list of 2013 Community Events at which the members of the Affected Community Committee will have a presence.

2013 Greeters: See the attached list of Greeters for the 2013 Council meetings.

Comprehensive HIV Planning Committee: Chris Escalante, Co-Chair: gave the following report: The committee did not meet so that members could attend the Evaluation Workgroup that met on Monday, July 29, 2013. The results of that meeting will be presented to the committee at their August meeting.

Quality Assurance Committee: Cecilia Ross, Co-Chair, gave the following reports:

FY 2012 Assessment of the Administrative Mechanism – Ryan White Part A and MAI: **Motion #3**: *Approve the attached Houston Area Ryan White HIV/AIDS Program Assessment of the Administrative Mechanism – Part A and Minority AIDS Initiative (MAI) for Fiscal Year 2012. Motion carried.* Abstention: Watson.

Nutritional Supplement Formulary Factsheet: See the attached Houston EMA Ryan White Part A Nutritional Supplement Formulary Factsheet.

Ryan White Health Insurance Workgroup: Bruce Turner, Chair, reported on the following:

The Health Insurance Workgroup met on July 23, 2013 to review the current Health Insurance Premium and Cost Sharing Assistance Program and a pilot program that allows clients faster access to the service through their primary care provider. The next workgroup meeting is scheduled for 3:00 p.m. on Tuesday, August 27, 2013. All are welcome to attend. See Williams if you wish to receive meeting reminders.

Health and Human Services (HHS) Study about Ryan White HIV/AIDS Service: See the attached email regarding a study that is being conducted by the U.S. Department of Health and Human Services to examine service use and access to care among people living with HIV/AIDS who rely on services funded under the Ryan White Program.

Priority and Allocations Committee: Bruce Turner, Co-Chair, reported on the following:

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

- FY 12/13 Part B Service Utilization Report, 07/10/13
- FY 12/13 DSHS SS Procurement Report, 07/16/13

- FY 12/13 DSHS SS Service Utilization Report, 07/10/13
- RW Health Insurance Service Utilization Report, 07/10/13

Reallocations – Ryan White Part A funds: ***Motion #4***: *Approve the attached recommendations regarding the reallocation of carryover, unspent and unobligated Ryan White Part A funds. Motion carried.* Abstentions: Burnett, Bass, Miertschin, Finley, Williams-Ellis, de Buenrostro, Leo, Watson, Woods, Mgbere, David.

Reallocations – Minority AIDS Initiative (MAI) funds: ***Motion #5***: *Approve the attached recommendations regarding the reallocation of unspent Minority AIDS Initiative (MAI) funds. Motion carried.* Abstentions: Finley, de Buenrostro, Leo, Woods, Mgbere.

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

Policy 400.01 and Statement of Confidentiality: ***Motion #6***: *Approve the changes underlined on lines 149 – 157 of Policy 400.01 entitled Standing and Other Committees and External Membership, and the attached Statement of Confidentiality form. Motion carried unanimously.*

6-Month Evaluation with New Council & External Members: See the attached report regarding a six-month evaluation with new Council and External Committee members.

Report from Office of Support: Tori Williams, Manager, summarized the attached report. Williams introduced Modelle Brudner, County Judge Emmett Liaison, to the LEAP students and explained her role with the Ryan White Program.

Report from Ryan White Grant Administration: Charles Henley, Manager, Ryan White Grant Administration, Harris County Public Health Service, summarized the attached reports.

Report from The Resource Group: Sha'Terra Johnson-Fairley, Health Planner, summarized the attached report.

New Business:

Ryan White Part C Urban and Part D: Miertschin stated that they received a 5% reduction in the most recent notice of grant award due to sequestration.

Community Prevention Group (CPG): See attached report from Vargas.

Update from Task Forces:

African American: David stated that this Task Force will meet tomorrow to create a calendar of activities for September through December.

Latino: See attached report from Vargas.

MSM: See attached report from Turner.

Hepatitis C: See attached report from Vargas.

Syphilis: See attached report from Finley.

Urban AIDS Ministry: David stated that CDC and NAAPC joined together to target African-American churches for the HIP HOP event. Over 70 individuals were tested at St. John's Church and an additional 150 others were tested at participating churches.

Creating Change: Leo stated that the National Conference on LGBT Equality will be held in Houston January 29-February 2, 2014, it is called Creating Change and it is the largest annual gathering of activities, organizers and leaders in the LGBT movement in the United States! Early bird registration is going on now. They need volunteers, a training will be held with free admission to the event if one works at least four hours that day, see Leo if interested. They need presenters and want a strong HIV track. There is a workshop this Saturday at the Cathedral of Hope, 9:00 a.m. – noon to help develop ideas and proposals for the conference.

SPNS Grant: HIV and the Homeless Program: Miertschin stated that HRSA notified them that they could apply for an additional 25% of their base award as an administrative supplement. They expect to hear by next week that it has been approved. If and when it is, they will post an additional Service Linkage Worker (SLW) position. A new SLW, Janese Bustillos, will start on Monday, August 12, 2013.

Medical Updates: Barnett stated that there was a National AIDS Conference last month in Malaysia, but he had little to report from it.

Announcements: Turner stated that there will be an HIV & Aging meeting at the Montrose Center on Friday, September 13, 2013. The City is involved in the task force and vendors are being solicited. The main concern at this time is if there is a gap in care and prevention with this age group.

Finley stated that St. Hope Foundation is still interviewing for participants in the Healthy Relationships Intervention Program for people who are HIV positive. Please contact Finley if interested.

Atkinson stated that she made an announcement about the Aid for AIDS Program which collects unused HIV medication for distribution overseas. Within seven days, a very small organization over \$11,000 in medication.

David stated that one result of HIP HOP for HIV Awareness 2013 was staff becoming aware of a surprising need for Hepatitis C testing because of needle use. Meningitis immunization, Hepatitis C and tetanus tests were offered to students going to college.

Ross stated that the Texas Black Women's Initiative is scheduled for Saturday, August 17, 2013, see attached flyer.

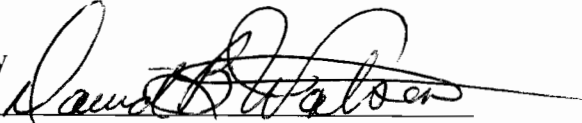
Mierstchin stated that they have received a new grant which will be used to purchase fourth generation HIV testing equipment to be used at Ben Taub and LBJ hospitals.

Adjournment: The meeting adjourned at 1:30 p.m.

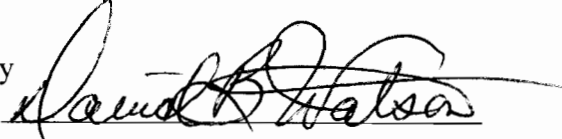
Respectfully submitted,


Victoria Williams, Manager

9/3/13
Date

Draft Certified by
Council Chair: 

Date 9/5/13

Final Approval by
Council Chair: 

Date 9/12/13

Council Meeting Voting Records for August 8, 2013

C = Chair of the meeting LM = Left the meeting LR= Left the room	Motion #1				Motion #2					Motion #1				Motion #2			
	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAINED		ABSENT	YES	NO	ABSTAINED	ABSENT	YES	NO	ABSTAINED
MEMBERS	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAINED		ABSENT	YES	NO	ABSTAINED	ABSENT	YES	NO	ABSTAINED
Greg Monk, Chair				C				C	Leslie Raneri, 12:33	X				X			
Ben Barnett, Secretary, 12:18	X				X				Cecilia Ross		X				X		
Roland Amboree		X				X			C. Bruce Turner		X				X		
Ruth Atkinson		X				X			Steven Vargas		X						X
Michael Bass		X				X			Nadine Wallace, 12:35	X				X			
Curtis Bellard		X				X			David Watson		X						X
David Benson		X				X			Lena Williams-Ellis, 12:12	X				X			
Skeet Boyle		X				X			Larry Woods		X				X		
Bianca Burley		X						X									
Amber David		X						X	ABSENT								
Rene de Buenostro, 12:31	X				X				Melody Barr	X							
Chris Escalante		X				X			Ella Collins-Nelson	X							
Gene Ethridge, 12:21	X				X				Evelio Escamilla	X							
Herman Finley		X				X			Jerry Garza	X							
Tracy Gorden		X				X			Morénike Giwa	X							
Paul Grunenwald		X				X			Gabriel Gonzalez	X							
Januari Leo		X				X			J. Hoxi Jones	X							
Nelson Lopez		X				X			Teresa Presley Pruitt	X							
Osaro Mgbere, 12:25	X				X				Terrence Redix	X							
Nancy Miertschin, 12:13	X				X				Tamika White	X							
Kevin Moore		X				X			Eric Twombly	X							

	Motion #3				Motion #4					Motion #3				Motion #4			
	ABSENT	QA-Adm Mech. YES	NO	Carried ABSTAINED	ABSENT	PA-Part A YES	NO	Carried ABSTAINED		ABSENT	QA-Adm Mech. YES	NO	Carried ABSTAINED	ABSENT	PA-Part A YES	NO	Carried ABSTAINED
C = Chair of the meeting LM = Left the meeting LR= Left the room																	
MEMBERS																	
Greg Monk, Chair				C				C	Leslie Raneri, 12:33	X					X		
Ben Barnett, Secretary, 12:18		X						X	Cecilia Ross	X					X		
Roland Amboree		X				X			C. Bruce Turner	X					X		
Ruth Atkinson		X				X			Steven Vargas	X					X		
Michael Bass		X						X	Nadine Wallace, 12:35	X					X		
Curtis Bellard		X				X			David Watson			X					X
David Benson		X				X			Lena Williams-Ellis, 12:12	X							X
Skeet Boyle		X				X			Larry Woods	X							X
Bianca Burley		X				X											
Amber David		X						X	ABSENT								
Rene de Buenrostro, 12:31		X						X	Melody Barr	X							
Chris Escalante		X				X			Ella Collins-Nelson	X							
Gene Ethridge, 12:21		X				X			Evelio Escamilla	X							
Herman Finley		X						X	Jerry Garza	X							
Tracy Gorden		X				X			Morénike Giwa	X							
Paul Grunenwald		X				X			Gabriel Gonzalez	X							
Januari Leo		X						X	J. Hoxi Jones	X							
Nelson Lopez		X				X			Teresa Presley Pruitt	X							
Osaro Mgbere, 12:25		X						X	Terrence Redix	X							
Nancy Miertschin, 12:13		X						X	Tamika White	X							
Kevin Moore		X				X			Eric Twombly	X							

C = Chair of the meeting LM = Left the meeting LR= Left the room									Motion #5				Motion #6			
	ABSENT	YES	NO	ABSTAINED	ABSENT	YES	NO	ABSTAINED	ABSENT	YES	NO	ABSTAINED	ABSENT	YES	NO	ABSTAINED
MEMBERS																
		PA-MAI	Carried			Operations	Carried			PA-MAI	Carried			Operations	Carried	
Greg Monk, Chair				C				C	Leslie Raneri, 12:33	X				X		
Ben Barnett, Secretary, 12:18	X				X				Cecilia Ross	X				X		
Roland Amboree	X				X				C. Bruce Turner	X				X		
Ruth Atkinson	X				X				Steven Vargas	X				X		
Michael Bass	X				X				Nadine Wallace, 12:35	X				X		
Curtis Bellard	X				X				David Watson	X				X		
David Benson	X				X				Lena Williams-Ellis, 12:12	X				X		
Skeet Boyle	X				X				Larry Woods			X		X		
Bianca Burley	X				X											
Amber David	X				X				ABSENT							
Rene de Buenrostro, 12:31				X	X				Melody Barr	X						
Chris Escalante	X				X				Ella Collins-Nelson	X						
Gene Ethridge, 12:21	X				X				Evelio Escamilla	X						
Herman Finley				X	X				Jerry Garza	X						
Tracy Gorden	X				X				Morénike Giwa	X						
Paul Grunenwald	X				X				Gabriel Gonzalez	X						
Januari Leo				X	X				J. Hoxi Jones	X						
Nelson Lopez	X				X				Teresa Presley Pruitt	X						
Osaro Mgbere, 12:25				X	X				Terrence Redix	X						
Nancy Miertschin, 12:13	X				X				Tamika White	X						
Kevin Moore	X				X				Eric Twombly	X						