

# Council Approved September 10, 2015

## 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 13, 2015

Meeting Location: 2223 W. Loop South, Room 532  
Houston, Texas 77027

MEMBERS PRESENT	MEMBERS PRESENT	OTHERS PRESENT
Steven Vargas, Chair	Nancy Miertschin	Modelle Brudner, Liaison, Judge Emmett
Tracy Gorden, Vice-Chair	Kevin Moore	Jessica Hyde, DSHS
Connie Barnes, Secretary	Robert Noble	Denis Kelly
Roland Amboree	Leslie Raneri	Gloria Sierra, Texas Children's Hospital
Ted Artiaga	Cecilia Ross	W. Jeffrey Campbell, HDHHS
Curtis Bellard	Carol Suazo	
David Benson	C. Bruce Turner	<b>STAFF PRESENT</b>
Chad Brandt	Larry Woods	<i>Ryan White Grant Administration</i>
Tana Brown		Carin Martin
Bianca Burley	<b>MEMBERS ABSENT</b>	Heather Keizman
Ella Collins-Nelson	Ruth Atkinson, excused	Tasha Traylor
Amber David	Melody Barr, excused	
Evelio Salinas Escamilla	Skeet Boyle, excused	<i>The Resource Group</i>
Gene Ethridge	Herman Finley	Sha'Terra Johnson-Fairley
Paul Grunenwald	Arlene Johnson, excused	
Steven Harris	Januari Leo, excused	<i>Office of Support</i>
Angela F. Hawkins	Shital Patel, excused	Tori Williams
J. Hoxi Jones	Teresa Pruitt, excused	Amber Alvarez
John Lazo	David Watson, excused	Diane Beck
Peta-gay Ledbetter		

See attached chart for individual voting information

Call to Order: Steven Vargas, Chair, called the meeting to order at 12:09 p.m.; he welcomed everyone and asked for a moment of reflection.

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

Approval of the Minutes: **Motion #2**: *it was moved and seconded (Harris, Brown) to adopt the July 9, 2015 minutes with one correction: Under New Business - Community Prevention Group: change HPB to HPV. Motion carried.* Abstentions: Amboree, Barnes, Brandt, David, Escamilla, Grunenwald, Jones, Raneri, Woods.

Training: HIV and Tobacco Use: Jessica Hyde, Program Specialist IV for the Texas Department of State Health Services (DSHS), presented the attached information.

**Public Comment and Announcements:** See attached written public comment.

**Reports from Committees:**

**Comprehensive HIV Planning Committee:** David Benson, Co-Chair, reported on the following:

Chamber of Commerce Presentations: John Lazo is working on securing a presentation by a member of the Ryan White Speakers Bureau in Fort Bend County. Lazo said he has extended outreach efforts to all Rotary and Kiwanis clubs in southeast Texas. He has gotten a good response from doing so. He will discuss this with the committee and report back to the Planning Council next month. All potential speaking engagements coming up will be scheduled for October.

Evaluation Workgroup Year-3 Technical Adjustments: See attached. **Motion #3**: *Accept the Year-3 Technical adjustments with suggested changes, except for Strategy 3/Activity 1 which should be marked as "in progress". Motion carried unanimously.*

2016 Comprehensive Plan Extension: See attached. Alvarez said that the letter was updated with text regarding the new National HIV/AIDS Strategy. **Motion #4**: *Extend the comprehensive plan activities, objectives and benchmarks through 2016 and consider the new National HIV/AIDS Strategy to see if any technical adjustments should be made to bridge to the new plan. Motion carried unanimously.*

CDC & HRSA Joint Comprehensive Plan Guidance: See the attached CDC and HRSA Joint Comprehensive Plan Guidance. Notable differences in the new guidance include: this will be a 5 year plan, options for integrating the plan with prevention, new reporting requirements, required coordination with the Statewide Coordinated Statement of Need committee, developing a care continuum and financial and human resources inventory. Lazo asked what the possibility was that the Planning Council and Community Planning Group (CPG) would combine. Williams said that the CPG has initiated a committee to look at that as an option. Any decision would have to be made by the CPG, Planning Council and the County Judge and would be a long ways off. Merging is one of many ways to work jointly. Alvarez said that page 5 of the guidance lists the options for working jointly.

2015/2016 Epidemiological Profile: The 2015/2016 Epidemiological Profile will be prepared in November in order to include the most current data that will match the data used for the comprehensive plan process. Turner asked what year's data would be in the report. Alvarez said it would be through December 2014.

EIIHA Workgroup: The EIIHA Workgroup was tentatively scheduled to meet on July 29, 2015 depending upon receipt of the grant guidance. The meeting was cancelled since HRSA is now saying that the guidance will be released in late August or early September.

**Quality Improvement Committee:** Roland Amboree, Co-Chair, reported on the following:

FY 2014 Assessment of the Administrative Mechanism for Ryan White Part A/MAI: **Motion #5**: *Approve the attached Houston Area Ryan White HIV/AIDS Program Assessment of the Administrative Mechanism – Part A and Minority AIDS Initiative for Fiscal Year 2014. No corrective action required. Motion carried unanimously.*

Reports from the Administrative Agent – Part A/MAI: See the attached report:

- FY 2014 Performance Measures Highlights.

Reports from Administrative Agent – Part B/SS: See the attached reports:

- FY14/15 RW Part B Procurement and Service Utilization, dated 07/16/15
- FY14/15 State Services Procurement and Service Utilization, dated 07/16/15

**Operations Committee:** Curtis Bellard, Co-Chair, reported on the following:

Community Sign-In Sheet: ***Motion #6:*** *Approve the attached Community Sign-In Sheet.* **Motion carried unanimously.**

Electronic Participation in Council Meetings: The Operations Committee used Skype to conduct their July meeting. The experience received mixed reviews; therefore, further discussion about the topic was tabled until the September 15, 2015 meeting. Some of the concerns expressed regard meeting quorum. If electronic participation is an option, how will it impact quorum?

Conflict of Interest: The Committee will meet at 11 am on Tuesday, August 18, 2015 to review the attached Conflict of Interest Policy and the local parameters for determining conflict of interest. All are welcome to provide public comment or attend the meeting.

**Affected Community Committee:** Gene Ethridge, Co-Chair, reported on the following:

Legislative Updates: Venita Ray, Coordinator, Positive Organizing Project (POP+), provided committee members with a verbal legislative update.

The meeting on August 25, 2015 will be dedicated to training on the Standards of Care and will be held at Thomas Street Health Center.

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

FY 2014 Carryover Funds: Due to a change in reporting deadlines, the committee will be reallocating approximately \$400,000 in FY 2014 carryover funds at their August 27, 2015 meeting.

**Report from Office of Support :** Tori Williams, Manager, gave the attached report. She said that there were copies of the newly released National HIV/AIDS Strategy available on the sign in table.

**Report from Ryan White Grant Administration:** Carin Martin, Manager, summarized the attached report. Escamilla asked why there was so much carryover. Martin said that we had almost a \$2 million increase and there was a lot left in administration due to vacant staff positions. It was actually less than anticipated and several hundred thousand less than allowed. Jones asked if she could have a copy of the letter from ADAP to consumers regarding health insurance coverage. Martin will send the letter to the Office of Support to distribute to the Planning Council.

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

**New Business:**

**Ryan White Part C Urban and Part D:** See Miertschin's attached report.

**Update from Task Forces:**

- **African American:** See Johnson-Fairley's attached report.
- **Latino:** See Johnson-Fairley's attached report.

**HIV and Aging:** See Turner's attached report.

**Texas HIV Medication Program:** See Turner's attached report.

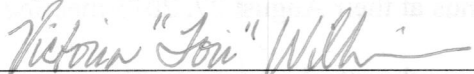
**SPNS Grant: HIV and the Homeless Program:** See Miertschin's attached report.

**Announcements:**

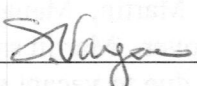
- The Planning Council wished Tori and Diane a happy birthday with a lovely rendition of the Happy Birthday song and a beautiful birthday cake.
- Turner said that National HIV and Aging Awareness Day is on September 18<sup>th</sup>. Please contact him if you know of any local events.
- Lazo said that the HERO was repealed by the Texas Supreme Court. The City of Houston will either have to repeal it or put it on the November ballot. He is a member of a Facebook group called Houston Unites that is working to support HERO. There are volunteer opportunities to help with this effort every Saturday.
- Gorden said that he saw on Facebook that this weekend in Lufkin they were having an East Texas Hip Hop for HIV testing event. Johnson-Fairley said it was the 2<sup>nd</sup> annual event and the concert features local artists. Anyone who had been tested in the last month could attend the concert.
- Vargas read an excerpt from an article entitled "Sociocultural dimensions of HIV/AIDS among Middle Eastern immigrants in the US: bridging culture with HIV/AIDS programmes".

**Adjournment:** The meeting adjourned at 1:34 p.m.

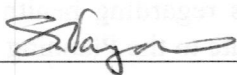
Respectfully submitted,

  
\_\_\_\_\_  
Victoria Williams, Manager

08/28/15  
Date

Draft Certified by  
Council Chair:   
\_\_\_\_\_

Date 09/03/15

Final Approval by  
Council Chair:   
\_\_\_\_\_

Date 09/10/15

### Council Voting Records for August 13, 2015

C = Chair of the meeting lm = Left the meeting lr = Left the room VP = Via phone	Motion #1 Agenda Carried				Motion #2 Minutes Carried				Motion #3 Comp Plan Year-3 Technical Adjustments Carried				MEMBERS	Motion #1 Agenda Carried				Motion #2 Minutes Carried				Motion #3 Comp Plan Year-3 Technical Adjustments Carried							
	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																
Steven Vargas, Chair				C				C				C	Nancy Miertschin		X				X				X						
Tracy Gorden, Vice-Chair		X				X				X			Kevin Moore		X				X				X						
Connie Barnes, Secretary		X					X			X			Robert Noble		X				X				X						
Roland Amboree		X					X			X			Leslie Raneri		X					X			X						
Ted Artiaga		X				X				X			Cecilia Ross		X				X				X						
Curtis Bellard		X				X				X			Carol Suazo		X				X				X						
David Benson		X				X				X			C. Bruce Turner		X				X				X						
Chad Brandt		X					X			X			Larry Woods		X					X			X						
Tana Brown		X				X				X																			
Bianca Burley		X				X				X			<b>MEMBERS ABSENT</b>																
Ella Collins-Nelson		X				X				X			Ruth Atkinson																
Amber David		X					X			X			Melody Barr																
Evelio Salinas Escamilla		X					X			X			Skeet Boyle																
Gene Ethridge		X				X				X			Herman Finley																
Paul Grunenwald		X					X			X			Arlene Johnson																
Steven Harris		X				X				X			Januari Leo																
Angela F. Hawkins		X				X				X			Shital Patel																
J. Hoxi Jones		X					X			X			Teresa Pruitt																
John Lazo		X				X				X			David Watson																
Peta-gay Ledbetter		X				X				X																			

**Council Voting Records for August 13, 2015 (continued)**

C = Chair of the meeting lm = Left the meeting lr = Left the room VP = Via phone	Motion #4 2016 Comp Plan Extension Carried				Motion #5 Assessment of the Admin Mechanism Carried				Motion #6 Community Sign-In Sheet Carried				MEMBERS	Motion #4 2016 Comp Plan Extension Carried				Motion #5 Assessment of the Admin Mechanism Carried				Motion #6 Community Sign-In Sheet Carried			
	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												
Steven Vargas, Chair				C				C				C	Nancy Miertschin		X				X				X		
Tracy Gorden, Vice-Chair		X				X				X			Kevin Moore		X				X				X		
Connie Barnes, Secretary		X				X				X			Robert Noble		X				X				X		
Roland Amboree		X				X				X			Leslie Raneri		X				X				X		
Ted Artiaga		X				X				X			Cecilia Ross		X				X				X		
Curtis Bellard		X				X				X			Carol Suazo		X				X				X		
David Benson		X				X				X			C. Bruce Turner		X				X				X		
Chad Brandt		X				X				X			Larry Woods		X				X				X		
Tana Brown		X				X				X															
Bianca Burley		X				X				X			<b>MEMBERS ABSENT</b>												
Ella Collins-Nelson		X				X				X			Ruth Atkinson												
Amber David		X				X				X			Melody Barr												
Evelio Salinas Escamilla		X				X				X			Skeet Boyle												
Gene Ethridge		X				X				X			Herman Finley												
Paul Grunenwald		X				X				X			Arlene Johnson												
Steven Harris		X				X				X			Januari Leo												
Angela F. Hawkins		X				X				X			Shital Patel												
J. Hoxi Jones		X				X				X			Teresa Pruitt												
John Lazo		X				X				X			David Watson												
Peta-gay Ledbetter		X				X				X															