

**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, December 10, 2015
2223 W. Loop South, Suite 240; Houston, Texas 77027

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

Call to Order: Steven Vargas, Chair, called the meeting to order at 12:05 p.m.; he welcomed everyone and asked for a moment of reflection.

During the welcoming remarks, Vargas stated that a POZ magazine is at everyone's place because he, Ross, and Turner were selected for the 2015 POZ 100 which spotlights long-term survivors who are making a difference in the fight against HIV/AIDS; Brandt and his wife are expecting so he has

resigned from the Council to spend more time with his family; in November, Vargas and Gorden accepted the World AIDS Day resolution at Commissioner's Court; thanks to all who are participating in the NAG and Comprehensive Plan workgroups; thanks to Bellard for staffing a booth at the Motown Review event to distribute information on Road 2 Success and Project LEAP; thanks to Lazo who worked with the Office of Support to create a PSA which will be shown momentarily; and thanks to all who are working on the Road 2 Success event which will take place in January.

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

Approval of the Minutes: ***Motion #2:** it was moved and seconded (Pruitt, Johnson) to approve the November 12, 2015 minutes. Motion carried.* Abstentions: Amboree, Harris, Leo, Miertschin, Raneri.

ACA Enrollment Public Service Announcement: The Council viewed an ACA enrollment PSA.

Training: Update on the Affordable Care Act: Carin Martin, Manager, Ryan White Grant Administration, presented the attached PowerPoint presentation.

Public Comment and Announcements: None.

Reports from Committees:

Comprehensive HIV Planning Committee: Nancy Miertschin, Co-Chair, reported on the following: NAG and Comprehensive Plan Leadership Team: The Comprehensive HIV Planning Committee did not meet in November as members were attending a number of other meetings, including meetings for the NAG Survey Workgroup. The next NAG meeting is scheduled for Wednesday, December 16, 2015 at 2:00 p.m. The next Comprehensive Plan Leadership Team meeting is on Wednesday, December 2, 2015 at 3:00 p.m. Please see Amber to sign up for these important processes.

Ryan White Planning Council Speakers Bureau Update: John Lazo, Workgroup Chair, stated that there were 6 presentations scheduled in 2015, one for each speaker. Three were for Rotary Clubs, one was for a Chamber of Commerce, one was for a professional African American women's group, and one was for a not-for-profit business. The goal for 2016 is to add new topics like PrEP, HIV and Aging and the Affordable Care Act and double the number of speakers. He would also like to reach out to private businesses and church groups who need speakers. He already has 2 confirmed speaking engagements for 2016. See the attached new flyer.

Quality Improvement Committee: Cecilia Ross, Co-Chair, reported on the following:

Waitlist Workgroup: The Waitlist Workgroup met and developed questions that will help staff collect information related to waitlists and wait times during the needs assessment process. The next workgroup meeting is scheduled for 12 noon, Wednesday, January 13, 2016. All are welcome to attend.

Joint Committee Meeting Report: ***Motion #3:** Keep the formats as is for Ryan White Part A, B and State Services data reports to the Houston Planning Council from the Ryan White Administrative Agents and the Office of Support. Motion carried unanimously.*

FY 2016 Standards of Care and Performance Measures: Turner pointed out that the Texas Risk Pool is no longer in existence (in the Part B/State Services SOC) ***Motion #4:** Approve the recommended changes regarding the FY 2016 Standards of Care, Outcome Measures and Performance Measures for Ryan White Part A, B and State Services. Motion carried unanimously.*

Report from the Administrative Agent – Part A: See the attached report:

- FY15 RW Part A/MAI Service Utilization Report, through 08/31/15

2015 Quarterly Committee Report: See the attached 2015 Quarterly Committee Report.

Operations Committee: Ruth Atkinson, Co-Chair, reported on the following:

2016 Council Orientation: Please note that the all-day 2016 Council Orientation will take place on Thursday, January 21st. The mentor luncheon is scheduled for 12 noon on Thursday, January 14, 2015.

2016 Council Election: See the attached slate of nominees for officer positions on the 2016 Planning Council. See the attached qualifications of those running for election as officers for the 2016 Planning Council. Atkinson opened the floor for additional nominations, there were none. Each candidate stated their qualifications for their respective positions, see attached. Vargas stated that Pradia extends her deepest apologies that she could not be in attendance. Please note that she has attended 9 of the 11 Council meetings in 2015.

Motion #5: *it was moved and seconded (Turner, Lazo) to accept Steven Vargas as Chair by acclamation. Motion carried unanimously.*

Motion #6: *it was moved and seconded (Lazo, Boyle) to accept Tracy Gorden as Vice Chair by acclamation. Motion carried unanimously.*

Ballots were distributed. Williams reminded members that, per the election policy, voters must write their name on each ballot. Ballots without the voter's name will not be counted in the election results. While ballots were being tallied the following certificates were presented for Leadership, Appreciation for those who are retiring (Amboree and Leo), and Perfect Attendance for Council and/or standing committees.

The Secretary position was elected by ballot: Carol Suazo.

Project LEAP: See the attached 2015 Project LEAP Evaluation and a chart indicating the number of Project LEAP graduates who have applied for Council and/or External membership between 2000 and 2015. It was noted that the majority of individuals who apply for Ryan White Council or committee membership historically are graduates from the morning class of Project LEAP.

2016 Project LEAP Service Definition: **Motion #7:** *Approve the attached 2016 Project LEAP service definition. Motion carried unanimously.*

2016 Project LEAP Student Selection Guidelines: **Motion #8:** *Approve the attached 2016 Project LEAP Student Selection Guidelines. Motion carried unanimously.*

Project LEAP Reunion: **Motion #9:** *table a Project LEAP Reunion until FY 2016. Motion carried unanimously.* In the meantime, survey Project LEAP graduates regarding their wishes for a reunion; consider including former Council and External Committee members; and do not include guests at the event in order to contain costs.

Conflict of Interest: The Committee continues to discuss the Council's conflict of interest policy and is comparing it against the 2013 HRSA Part A manual.

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

November and December Committee Meetings: The Affected Community Committee will not be meeting in November and December so that members could participate in Waitlist Workgroup meetings, the 2016 Needs Assessment and the 2017 Comprehensive Planning meetings and World AIDS Day events.

Priority and Allocations Committee: No report.

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

Report from Ryan White Grant Administration: Carin Martin, Manager, summarized the attached report.

Report from The Resource Group: Ka'Cha Tousant, intern, summarized the attached report.

New Business:

Update from Task Forces:

- **Latino:** Vargas reported that there will not be an election this year and the December meeting will be in the evening, agenda items include planning for 2016.
- **MSM:** Artiaga presented the attached report.
- **Youth:** Lazo reported that they were invited to Reagan High School for the 9th grade Health Occupations students' presentations on HIV transmission, treatment, and prevention. The Youth Task Force meets on the 2nd Tuesday of the month at the Leonel Castillo Community Center.
- **Hepatitis C:** Vargas reported that there will be an event at United Way in February or March.
- **Heterosexual HIV Awareness:** Atkinson presented the attached report.

HIV and Aging: Turner reported that the annual Christmas party was held on December 5th at the Montrose Center. There were 96 people in attendance and a good time was had by all. The meeting date and time for next year has not been set, they are open to suggestions.

Texas HIV Medication Advisory Committee: Turner presented the attached report.

Legislative Updates: Leo said that Election Day for the runoff is this Saturday, December 12th. Legacy Community Health received a grant for the end of AIDS from AIDS United and The Ford Foundation. This information will be useful for the Comprehensive Plan.

SPNS Grant: HIV and the Homeless Program: Miertschin reported that they are still recruiting clients and have exceeded their goal of enrolling 150 clients and will continue to recruit through February. This is year 4 of a 5 year project.

Announcements: Gorden said that he and others have been distributing flyers for Road 2 Success and Project LEAP at clinics and other locations. If anyone has ideas on where to distribute flyers please let him know.

Adjournment: The meeting was adjourned at 1:53 p.m.

Respectfully submitted,

Victoria "Tori" Williams
Victoria Williams, Manager

02/02/16
Date

Draft Certified by
Council Chair: J. Vargas

Date 02/04/16

Final Approval by
Council Chair: J. Vargas

Date 02/11/16

Council Voting Records for December 10, 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 Data report format Carried					Motion #1 Agenda Carried				Motion #2 Minutes Carried				Motion #3 Data report format Carried			
	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN		MEMBERS	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO
MEMBERS																									
Steven Vargas, Chair				C				C				C	Peta-gay Ledbetter		X				X				X		
Tracy Gorden, Vice-Chair		X				X				X			Januari Leo		X					X			X		
Roland Amboree		X					X			X			Nancy Miertschin		X					X			X		
Ted Artiaga		X				X				X			Kevin Moore		X				X				X		
Ruth Atkinson		X				X				X			Robert Noble		X				X				X		
Melody Barr		X				X				X			Teresa Pruitt		X				X				X		
Curtis Bellard		X				X				X			Leslie Raneri		X		X						X		
David Benson		X				X				X			Carol Suazo		X				X				X		
Skeet Boyle		X				X				X			C. Bruce Turner		X				X				X		
Bianca Burley		X				X				X			David Watson		X				X				X		
Ella Collins-Nelson		X				X				X															
Evelio Salinas Escamilla		X				X				X			MEMBERS ABSENT												
Gene Ethridge		X				X				X			Connie Barnes												
Paul Grunenwald		X				X				X			Amber David												
Steven Harris		X					X			X			Herman Finley												
Angela F. Hawkins		X				X				X			Shital Patel												
Arlene Johnson		X				X				X			Tana Pradia												
J. Hoxi Jones		X				X				X			Cecilia Ross												
John Lazo		X				X				X			Larry Woods												

Council Voting Records for December 10, 2015

C = Chair of the meeting lm = Left the meeting lr = Left the room VP = Via phone	Motion #4 Part A/B/SS SOC, OM, PM Carried				Motion #5 Council Chair Carried				Motion #6 Council Vice Chair Carried					Motion #4 Part A/B/SS SOC, OM, PM Carried				Motion #5 Council Chair Carried				Motion #6 Council Vice Chair Carried			
	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN		MEMBERS	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO
MEMBERS																									
Steven Vargas, Chair				C				C				C	Peta-gay Ledbetter		X				X				X		
Tracy Gorden, Vice-Chair		X				X				X			Januari Leo		X				X				X		
Roland Amboree		X				X				X			Nancy Miertschin		X				X				X		
Ted Artiaga		X				X				X			Kevin Moore		X				X				X		
Ruth Atkinson		X				X				X			Robert Noble		X				X				X		
Melody Barr		X				X				X			Teresa Pruitt		X				X				X		
Curtis Bellard		X				X				X			Leslie Raneri		X				X				X		
David Benson		X				X				X			Carol Suazo		X				X				X		
Skeet Boyle		X				X				X			C. Bruce Turner		X				X				X		
Bianca Burley		X				X				X			David Watson		X				X				X		
Ella Collins-Nelson		X				X				X															
Evelio Salinas Escamilla		X				X				X			MEMBERS ABSENT												
Gene Ethridge		X				X				X			Connie Barnes												
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Steven Harris		X				X				X			Herman Finley												
Angela F. Hawkins		X				X				X			Shital Patel												
Arlene Johnson		X				X				X			Tana Pradia												
J. Hoxi Jones		X				X				X			Cecilia Ross												
John Lazo		X				X				X			Larry Woods												

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	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
MEMBERS													MEMBERS												
Steven Vargas, Chair				C				C				C	Peta-gay Ledbetter		X				X				X		
Tracy Gorden, Vice-Chair		X				X				X			Januari Leo		X				X				X		
Roland Amboree		X				X				X			Nancy Miertschin		X				X				X		
Ted Artiaga		X				X				X			Kevin Moore		X				X				X		
Ruth Atkinson		X				X				X			Robert Noble		X				X				X		
Melody Barr		X				X				X			Teresa Pruitt		X				X				X		
Curtis Bellard		X				X				X			Leslie Raneri		X				X				X		
David Benson		X				X				X			Carol Suazo		X				X				X		
Skeet Boyle		X				X				X			C. Bruce Turner		X				X				X		
Bianca Burley		X				X				X			David Watson		X				X				X		
Ella Collins-Nelson		X				X				X															
Evelio Salinas Escamilla		X				X				X			MEMBERS ABSENT												
Gene Ethridge		X				X				X			Connie Barnes												
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