

HOUSTON AREA HIV SERVICES RYAN WHITE PLANNING COUNCIL



We envision an educated community where the needs of all persons living with HIV 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 living with and/or affected by HIV by taking a leadership role in the planning and assessment of HIV resources.

MINUTES

12 noon, Thursday, December 12, 2019

Meeting Location: Ryan White Offices, 2223 W. Loop South, Rm 532; Houston, Texas 77027

MEMBERS PRESENT	MEMBERS PRESENT	OTHERS PRESENT
Bruce Turner, Chair	Allen Murray	Lionel Pennamon, Greeter
Tana Pradia, Secretary	Matilda Padilla	
Veronica Ardoin	Shital Patel	STAFF PRESENT
Rosalind Belcher	Faye Robinson	<i>Ryan White Grant Administration</i>
Tony Crawford	Pete Rodriguez	Carin Martin
Bobby Cruz	Imran Shaikh	Samantha Bowen
Ronnie Galley	Crystal Starr	
Ahmier Gibson	Carol Suazo	<i>The Resource Group</i>
Gregory Hamilton		Sha'Terra Johnson-Fairley
Angela F. Hawkins	MEMBERS ABSENT	Crystal Townsend
Allison Hesterman	Ted Artiaga, excused	
Dawn Jenkins	Johnny Deal, excused	<i>Office of Support</i>
Daphne L. Jones	Arlene Johnson	Tori Williams
J. Hoxi Jones	Mel Joseph, excused	Amber Harbolt
Denis Kelly	Niquita Moret, excused	Diane Beck
Peta-gay Ledbetter	John Poole	
Tom Lindstrom	Gloria Sierra, excused	
Holly McLean	Isis Torrente, excused	
Rodney Mills		

Call to Order: C. Bruce Turner, Chair, called the meeting to order at 12:09 p.m.

During the opening remarks, Turner welcomed everyone to the last Council meeting of 2019. He thanked Pradia and Cruz for attending the November 12th Commissioners Court meeting with him to receive the World AIDS Day resolution. The resolution and photo of them with the Judge and the Commissioners are on the sign in table. Turner thanked all the members of the Council for serving this year. Turner called for a Moment of Reflection.

Adoption of the Agenda: Motion #1: it was moved and seconded (Kelly, Galley) to adopt the agenda. Motion Carried. Abstention: Gibson.

Approval of the Minutes: Motion #2: it was moved and seconded (Shaikh, Galley) to approve the November 14, 2019 minutes. Motion Carried. Abstentions: Ardoin, Gibson, Hamilton, Ledbetter, Lindstrom, McLean, and Mills.

Public Comment and Announcements: A gentleman living with HIV spoke about a problem he is having with a Ryan White funded agency. Last year the agency paid his health insurance premiums. Earlier this year, they missed three payments and he didn't find out until mid-March. No one returned his calls or texts so he had to go into the clinic. They tried to put him on the Ryan White Program and ADAP instead of correcting the mistake. He has been going to the agency for health care since he has no insurance coverage. He reported the problem to a staff person in the grant administration office and the primary care agency said they would correct the problem but he still had to pay out of pocket for surgery expenses that would have been covered by his insurance if they hadn't let it lapse.

Reports from Committees

Comprehensive HIV Planning Committee: Daphne L. Jones, Chair, reported on the following:
Epidemiological Profile: Motion #3: Approve the 2019 Houston Area Integrated Epidemiologic Profile for HIV Prevention and Care Services Planning. **Motion Carried.**

Needs Assessment Progress: As of 11/26/19, 578 surveys have been collected. This is 98% of the minimum target sample size. Harbolt gave an update, stating that we have met the minimum number of surveys but wasn't sure of the exact number collected. Date entry is almost complete.

Quarterly Committee Report: Please see the attached quarterly committee report.

Affected Community Committee: Rodney Mills, Chair reported on the following:
Training: Building Healthy Numeracy Skills: Samantha Bowen from Ryan White Grant Administration and Cecilia Ross-Oshingbade from Living Without Limits Living Large gave an excellent presentation on numeracy skills.

HIV and Aging Coalition Holiday Party: The HIV and Aging Holiday party for Long-term HIV survivors will be at the Montrose Center at 7 pm on Saturday, December 14, 2019.

Quarterly Committee Report: Please see the attached quarterly committee report.

Quality Improvement Committee: Denis Kelly, Co-Chair, reported on the following:
Reports from the Administrative Agent (AA) – Part A/MAI*: See the attached reports:

- FY19 Procurement Report – Part A & MAI, dated 11/11/19
- FY19 Service Utilization Report – Part A & MAI, as of 11/04/19

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

- FY 2019/20 Procurement Report Part B – dated 11/20/19
- FY 2018/19 Procurement Report DSHS** SS – dated 11/20/19
- FY 2019/20 RW Part B Service Utilization – 2nd Quarter dated 10/25/19
- Health Insurance Program Report 09/01/19-09/30/19 – dated 11/07/19
- Health Insurance Program Report 09/01/19-10/31/19 – dated 11/07/19

* MAI = Minority AIDS Initiative

** SS = State Services funding

Telehealth and Telemedicine: See the attached definitions and power point presentation from Brian Rosemond, BSN, RN, Nurse Consultant for the Texas Department of State Health Services.

Telehealth and Telemedicine: ***Motion #4:*** *The Houston Planning Council supports the idea of telehealth and telemedicine and would like to start implementing the model.* **Motion Carried.**

Priority and Allocations Committee: No report.

Operations Committee: Allen Murray, Co-Chair, reported on the following:

Alternate Name for External Committee Members: See the attached definition of affiliate and external. Kelly stated that he preferred the term advisory. ***Motion #5:*** *In 2020, replace the term “External Committee members” with “Affiliate Committee members”.* **Motion Carried.** Abstention: Hamilton, H. Jones, Kelly, Starr.

2020 Project LEAP Service Definition: ***Motion #6:*** *Approve the attached Evaluation of 2019 Project LEAP and use the 2019 Project LEAP service definition for the 2020 program.* **Motion Carried.** Abstention: Gibson.

2020 Project LEAP Student Selection Guidelines: ***Motion #7:*** *Approve the attached 2020 Project LEAP Student Selection Guidelines.* **Motion Carried.**

Youth Committee/Council: See the attached CHATT webinar on engaging youth and young adults. See page 19 regarding Youth Councils.

Attendance Requirements for 2020 Council Officers: ***Motion #8:*** *If an officer of the Houston Ryan White Planning Council misses four (4) consecutive Steering and/or Council meetings, they must step down as an officer and an election will be held to fill the position. (Example: an officer must step down if he/she misses the October Steering Committee, October Planning Council, November Steering Committee and November Council meetings.) Staff is asked to remind nominees for officer positions of this new requirement. And, when presenting their qualifications to the Council before an election, nominees must state that, to the best of their knowledge, they will not have difficulty meeting this additional attendance requirement.* **Motion Carried.**

Election of Officers for the 2020 Planning Council: See the attached list of nominees. Galley opened the floor for additional nominations; Murray was nominated for Vice Chair and Suazo and Starr were nominated for Secretary. Each candidate on the ballot stated their qualifications for their respective positions.

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 cannot be counted in the election results.

While ballots were being tallied, Turner presented the following certificates:

- Leadership – members of the 2019 Steering Committee
- Appreciation – members who are retiring
- Perfect Attendance – for Council and/or standing committees

The following individuals were elected by ballot: Chair – Tana Pradia, Vice Chair – Allen Murray, and Secretary – Crystal Starr.

Important Dates in 2020: Please note the following important meeting dates in 2020:

- Mentor Luncheon – Thursday, January 16, 2020
- All-day Council Orientation – Thursday, January 23, 2020

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

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

Report from The Resource Group: No report.

Medical Updates: Patel presented the attached information about HIV entry Inhibitors.

Ryan White Part C Urban and Part D: Jenkins said there is supplemental funding available to increase access to care; the deadline for submission is February 2nd.

HOPWA: Suazo said that funding would be released this month.

Updates from Task Forces

African American: Johnson-Fairley thanked all who attended the Masquerade Gala for World AIDS Day. The last meeting of the year will be tomorrow to plan for National Black HIV Awareness Day on February 7th.

Latino: Suazo said they will meet tomorrow.

Project PATHH: Galley said that the World AIDS Day brunch was a success. Saturday's meeting has been cancelled.

HIV and Aging Coalition: Turner said the Christmas party will be this Saturday at 7pm at the Montrose Center. Leadership for next year will include Skeet Boyle and two others.

Positive Women's Network (PWN): Pradia said they are providing education about the importance of voting.

Texas Black Women's Initiative: Johnson-Fairley said the last meeting of the year will be next Thursday.

Texas HIV Syndicate: Harbolt said that she received a request for an application and encouraged those interested to get involved in this state level planning body.

END HIV Houston: Townsend said they are working with the city and county health departments on planning for the End the Epidemic funding.

Texans Living with HIV Network: Pradia said they are regrouping and she will provide an update at the next meeting.

Announcements: Starr said that she is a deputy voter registrar and can register voters and update registration information. Kelly said he attends a monthly meeting about homeless youth; the population has more than doubled since last year. Murray said that Pradia and Townsend are very much appreciated for their hard work on the Biomedical Conference. Turner encouraged everyone to attend a task force meeting if they have the time.

Adjournment: The meeting adjourned at 1:50 p.m.

Respectfully submitted,

Victoria "Toi" Williams
Victoria Williams, Director

Date 01/28/2020

Draft Certified by
Council Chair: Jana Pradea

Date 02/06/2020

Final Approval by
Council Chair: Jana Pradea

Date 02/13/2020

Council Voting Records for December 12, 2019

C = Chair of the meeting ja = Just arrived lm = Left the meeting lr = Left the room	Motion #1 Agenda Carried				Motion #2 Minutes Carried				Motion #3 2019 Epi Report Carried				MEMBERS	Motion #1 Agenda Carried				Motion #2 Minutes Carried				Motion #3 2019 Epi Report 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
				C				C				C	Allen Murray		X				X				X		
	X				X				X				Rodney Mills	X						X					X
	X							X		X			Matilda Padilla ja 12:12	X				X				X			
	X				X				X				Shital Patel ja 12:17	X				X					X		
	X			X				X					Faye Robinson		X					X					X
		X			X				X				Pete Rodriguez		X				X				X		
		X			X				X				Imran Shaikh		X				X				X		
		X			X				X				Crystal Starr	X				X				X			
				X				X		X			Carol Suazo		X				X				X		
		X						X		X															
	X				X				X				MEMBERS ABSENT												
		X				X				X			Ted Artiaga												
	X				X				X				Johnny Deal												
		X				X				X			Arlene Johnson												
		X				X				X			Mel Joseph												
		X				X				X			Niquita Moret												
		X						X		X			John Poole												
		X						X		X			Gloria Sierra												
		X						X		X			Isis Torrente												

Council Voting Records for December 12, 2019 – continued

C = Chair of the meeting ja = Just arrived lm = Left the meeting lr = Left the room	Motion #4 Support the idea of Telehealth and Telemedicine Carried				Motion #5 Change External Member to Affiliate Member Carried				Motion #6 2019 LEAP Evaluation and 2020 Svc Def Carried					Motion #4 Support the idea of Telehealth and Telemedicine Carried				Motion #5 Change External Member to Affiliate Member Carried				Motion #6 2019 LEAP Evaluation and 2020 Svc Def 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
				C				C				C	Allen Murray		X				X				X		
Tana Pradia, Secretary	X				X				X				Rodney Mills	X				X				X			
Veronica Ardoin	X				X				X				Matilda Padilla	X				X				X			
Rosalind Belcher	X				X				X				Shital Patel	X				X				X			
Tony Crawford	X				X				X				Faye Robinson	X				X				X			
Bobby Cruz		X				X				X			Pete Rodriguez		X				X				X		
Johnny Deal		X				X				X			Imran Shaikh		X				X				X		
Ronnie Galley		X				X				X			Crystal Starr ja 12:32	X				X				X			
Ahmier Gibson		X				X						X	Carol Suazo		X						X		X		
Gregory Hamilton		X						X		X															
Angela F. Hawkins ja 12:30	X					X				X			MEMBERS ABSENT												
Allison Hesterman		X				X				X			Ted Artiaga												
Dawn Jenkins		X				X				X			Johnny Deal												
Daphne L. Jones		X				X				X			Arlene Johnson												
J. Hoxi Jones		X						X		X			Mel Joseph												
Denis Kelly		X						X		X			Niquita Moret												
Peta-gay Ledbetter		X				X				X			John Poole												
Tom Lindstrom		X				X				X			Gloria Sierra												
Holly McLean		X				X				X			Isis Torrente												

Council Voting Records for December 12, 2019 – continued

C = Chair of the meeting ja = Just arrived lm = Left the meeting lr = Left the room	Motion #7 2020 LEAP Student Selection Guidelines Carried				Motion #8 Attendance Reqs for PC Officers Carried					Motion #7 2020 LEAP Student Selection Guidelines Carried				Motion #8 Attendance Reqs for PC Officers Carried			
	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN		MEMBERS	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO
				C				C	Allen Murray		X				X		
		X				X			Rodney Mills		X				X		
		X				X			Matilda Padilla		X				X		
		X				X			Shital Patel		X				X		
	X				X				Faye Robinson		X				X		
		X				X			Pete Rodriguez		X				X		
		X				X			Imran Shaikh		X				X		
		X				X			Crystal Starr ja 12:32	X					X		
		X				X			Carol Suazo		X				X		
		X				X											
		X				X			MEMBERS ABSENT								
		X				X			Ted Artiaga								
		X				X			Johnny Deal								
		X				X			Arlene Johnson								
		X				X			Mel Joseph								
		X				X			Niquita Moret								
		X				X			John Poole								
		X				X			Gloria Sierra								
		X				X			Isis Torrente								