

**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

AGENDA

12 noon, Thursday, June 12, 2014
Meeting Location: 2223 W. Loop South, Room 416
Houston, Texas 77027

- I. Call to Order
 - A. Welcoming Remarks and Moment of Reflection
 - B. Adoption of the Agenda
 - C. Adoption of the Minutes, April 10, 2014
 - D. Training: The Priority Setting Process

 - II. Public Comments and Announcements
- (NOTE: If you wish to speak during the Public Comment portion of the meeting, please sign up on the clipboard at the front of the room. No one is required to give his or her name or HIV/AIDS status. All meetings are audio taped by the Office of Support for use in creating the meeting minutes. The audiotape and the minutes are public record. If you state your name or HIV/AIDS status it will be on public record. If you would like your health status known, but do not wish to state your name, you can simply say: "I am a person with HIV/AIDS", before stating your opinion. If you represent an organization, please state that you are representing an agency and give the name of the organization. If you work for an organization, but are representing yourself, please state that you are attending as an individual and not as an agency representative. Individuals can also submit written comments to the Council Secretary who would be happy to read the comments on behalf of the individual at this point in the meeting. The Chair of the Council has the authority to limit public comment to 1 minute per person. All information from the public must be provided in this portion of the meeting. Council members please remember that this is a time to hear from the community. It is not a time for dialogue. Council members and staff are asked to refrain from asking questions of the person giving public comment.)
- III. Reports from Committees
 - A. Comprehensive HIV Planning Committee

Steven Vargas, Chair
Ryan White Planning Council

Melody Barr and Bruce Turner,
Co-Chairs, Priority and Allocations
Committee

Leslie Raneri, Secretary

Evelio Escamilla and
Nancy Miertschin, Co-Chairs

Houston EMA new diagnoses in Harris County. Committee agreed to use 2012 data in the Executive Summary, provide a footnote explaining why 2012 data was selected, and use asterisks to mark instances where 2010 data is utilized in the remainder of the Supplement.

Item: Year 2 Comprehensive HIV Plan Evaluation Workgroup
Recommended Action: FYI: The Year 2 Comprehensive HIV Plan Evaluation Workgroup took place at 2:00 p.m. on June 11, 2014. See Amber Alvarez regarding a meeting packet.

Item: 2014 Special Studies

Recommended Action: Motion: Approve two 2014 Special Studies:

1. Health Insurance Marketplace Enrollment Among Ryan White Clients
2. Feasibility Study of a Pilot Project to Assist Clients below 100% Federal Poverty Level with Health Insurance Marketplace Enrollment

See accompanying Special Study prospectuses. Approval of a third Special Study, Targeted Assessment of Out-of-Care PLWHA Needs, was deferred until additional information could be gathered for the June Committee meeting.

Item: FY 2015 EIIHA* Plan

Recommended Action: Motion: In order to meet HRSA grant application deadlines, request that the Planning Council allow the Comprehensive HIV Planning Committee to have final approval of the FY 2015 EIIHA Plan as long as:

1. The FY 2015 EIIHA Plan is developed through a collaborative process that includes stakeholders from prevention and care, community members, and consumers; and
2. The recommended FY 2015 EIIHA Plan is distributed to Planning Council members for input prior to final approval from the Comprehensive HIV Planning Committee.

B. Affected Community Committee

Item: Training: HIV: Close to ZERO

Recommended Action: FYI: HACS representative, Danielle Houston, gave the attached information about Biomedical interventions as prevention.

Gene Ethridge and
Nadine Wallace, Co-Chairs

Item: Monthly Meeting Topics

Recommended Action: FYI: See the attached list of monthly training topics and off site meeting locations.

*EIIHA = Early Identification of Individuals with HIV/AIDS

Item: 2014 Community Events

Recommended Action: FYI: See the attached list of 2014 events where the Council will have a presence.

Item: Ryan White Public Hearing

Recommended Action: FYI: Verbal update on the first of two Ryan White Public Hearings.

Item: Quarterly Committee Report

Recommended Action: FYI: See the attached Quarterly Committee Report.

C. Quality Assurance Committee

Cecilia Ross and
Januari Leo, Co-Chairs

Item: FY 2015 Service Definitions for RW Parts A & B & State Services Funding

Recommended Action: Motion: Approve the attached recommendations regarding the FY 2015 Service Definitions for Ryan White Parts A and B and State Services funding.

Item: FY 2015 Targeting Chart

Recommended Action: Motion: Use the FY 2014 Targeting Chart for FY 2015.

Item: Assessment of the Administrative Mechanisms

Recommended Action: Motion: Approve the attached *2014 Assessment Checklist* for the assessments of the local Ryan White HIV/AIDS Program administrative mechanisms.

Item: 2014 Proposed Idea Form

Recommended Action: Motion: Approve the attached *2014 Proposed Idea form*.

Item: Waitlist Workgroup

Recommended Action: FYI: The May workgroup meeting was postponed until 11 am, Thursday, June 19, 2014.

D. Priority and Allocations Committee

Melody Barr and
Bruce Turner, Co-Chairs

Item: Presentation on the Impact of the Affordable Care Act on the Ryan White Program

Recommended Action: FYI: See attached information regarding the Impact of the Affordable Care Act on the Ryan White Program, including the Health Insurance Program (HIP) Utilization Report dated 05/22/14.

Item: Reports from the Administrative Agency – Part A

Recommended Action: FYI: See the attached reports:

- FY13 Procurement, RW Part A/MAI, revised 05/21/14
- FY13 Service Utilization, RW Part A /MAI Final, dated 04/08/14

Item: Reports from the Administrative Agent – Part B

Recommended Action: FYI: See the attached reports:

- Health Insurance Assist. Service Utilization – 9/1/13 – 3/31/14
- FY13 Procurement – RW Part B, dated 5/14/14
- FY13 Service Utilization – RW Part B, dated 5/5/14
- FY13/14 Procurement – State Services, dated 5/14/14
- FY13/14 Service Utilization – State Services, dated 5/5/14

Item: FY 2014 Allocations - Increase Funding Scenario

Recommended Action: FYI: See the attached FY 2014 Allocations Increase Funding Scenario based upon the Actual Award (includes \$1,167,547 of the \$1.8 million increase in Ryan White Part A and MAI funds).

Item: FY 2014 Allocations - \$632,453

Recommended Action: Motion: Approve the attached allocations in the amount of \$632,453. This is the remainder of the \$1.8 million FY 2014 increase in Ryan White Part A and MAI funds.

Item: FY 2015 Service Priorities

Recommended Action: FYI: On Thursday, May 22, 2014, the Committee created the recommended FY 2015 Service Priorities. These will be presented at the June 30, 2014 Public Hearing and move forward to Steering and Council for final approval in July 2014.

Item: FY 2015 Allocations

Recommended Action: FYI: At 2 pm on Monday, June 9, 2014, the Priority and Allocations Committee will meet to begin the FY 2015 Allocations process. All are welcome to attend and/or send public comment.

E. Operations Committee

Item: How To Best Meet the Need: 2014/15 Blue Book
Recommended Action: Motion: Recommend that the FY 2015 Council Support Budget include a budget item in the amount of \$18,000 for reprinting copies of the 2014 – 2015 Blue Book.

Ruth Atkinson and
David Watson, Co-Chairs

Item: FY 2015 Council Support Budget

Recommended Action: Motion: Approve the attached FY 2015 Council Support Budget.

Item: Petty Cash

Recommended Action: Motion: Approve the attached

amendment to the Petty Cash Policy regarding caps on Ryan White petty cash reimbursements (see underlined text). Please pay particular attention to line 101 in the policy as this text is new.

Item: Election Policy

Recommended Action: Motion: Ask the Harris County Attorney's Office to review the Ryan White Planning Council's Election Policy to make certain current voting procedures are in line with the Open Meetings Act.

Item: Response to 04/09/14 Public Comment

Recommended Action: FYI: The Operations Committee believes that the Chair of the Ryan White Planning Council cannot send a letter to HRSA regarding the proposed merger of Ryan White Parts C and D because the Council is a federally funded organization and, hence, the letter would be considered lobbying.

Item: 2014 Attendance

Recommended Action: FYI: The Operations Committee regularly reviews Council and external committee member attendance records and will soon be sending letters to members whose attendance is low.

- | | | |
|-------|--|--|
| IV. | Report from the Office of Support | Tori Williams, Manager
Office of Support |
| V. | Report from Ryan White Grant Administration | Carin Martin, Interim Manager
Ryan White Grant Admin. |
| VI. | Report from The Resource Group | Sha'Terra Johnson-Fairley
Health Planner,
The Resource Group |
| VIII. | New Business | |
| | A. Ryan White Part C Urban and Part D | Nancy Miertschin |
| | B. Community Development Advisory Council (CDAC) | Tracy Gorden |
| | C. HOPWA | Melody Barr |
| | D. Community Prevention Group (CPG) | Herman Finley |
| | E. Update from Task Forces: | |
| | • African American | Amber David |
| | • Latino | Jerry Garza |
| | • MSM | Steven Vargas |
| | • Transgender | Chris Escalante |
| | • Youth | Sha'Terra Johnson-Fairley |
| | • Hepatitis C | Steven Vargas |

- Syphilis
 - Urban AIDS Ministry
- F. HIV and Aging
- G. Legislative Updates
- H. Texas HIV/AIDS Coalition
- I. SPNS Grant: HIV and the Homeless Program
- J. Medical Updates

Herman Finley
Amber David
Bruce Turner
Januari Leo
Januari Leo or Bruce Turner
Nancy Miertschin
Shital Patel, MD

VIII. Announcements

IX. Adjournment