

**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

11:30 a.m., Thursday, December 10, 2009

Meeting Location: City of Houston, Dept. of Health and Human Services

1115 S. Braeswood, Houston, Texas 77030

MEMBERS PRESENT	MEMBERS ABSENT	OTHERS PRESENT
Bruce Turner, Chair	Asia Johnson, excused	Johnnie Petry, City of Houston
Pete Rodriguez, Vice-Chair	David Benson, excused	Kevin Moore, Greeter
Claudine Alexandre-McGill	Fide Cisnero, excused	
Jackie Baldwin	Tonya Fisher, excused	<i>Liaison for County Judge Ed Emmett:</i>
Keith Bynam	David Garner, excused	Modelle Brudner
Paula Downes	Tammy Garrison, excused	
Jerry Garza	Sheron Jackson	Ryan White Grant Administration:
Thomas Giordano	J. Hoxi Jones, excused	Charles Henley
Eddie Givens	Patrick Martin	
Morénike Giwa	Askari Naqvi, excused	Office of Support:
Gabriel Gonzalez	Eulalia Seymore, excused	Tori Williams
Dena Gray		Jen Kim
Charlotte Harris		Diane Beck
Terry Hobbs		Georgette L. Monaghan
Linda Hollins		
Melvin Johnson		
Ernesto Macias		
Osaro Mgbere		
Michael Miller		
Greg Monk		
Ruben Rosas		
Cecilia Smith-Ross		
Ryan Rushing		
Josie Salazar		
Glenn Taggart		
John Tuttle		
Steven Vargas		
Cathy Wiley		

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

Call to Order: Bruce Turner, Chair, Ryan White Planning Council, called the meeting to order at 11:44 a.m. and asked for a moment of reflection.

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

Adoption of the Minutes: **Motion #2**: *it was moved and seconded (Monk, Garza) to adopt the November 12, 2009 minutes. Motion carried.* Abstentions: Garza, Giordano, Gonzalez, Gray, Hobbs, Macias, Mgbere, Rushing, Taggart, Wiley.

Public Comment: None.

Reports from Committees:

Quality Assurance Committee: Paula Downes, Chair, reviewed the following:

Reports from Ryan White Part A Grant Administration:

- FY 2009 WICY (3/1/09 – 08/31/09)
- FY 2009 Administrative Cost (03/01/09 – 08/31/09)
- FY 2009 Service Utilization – 2nd Quarter
- FY 2009 Part A and MAI Procurement Report (11/10/09)

Reports from Ryan White Part B Grant Administration:

- FY 09/10 Part B Procurement (04/01/09 – 10/31/09)
- FY 08/09 State Services Procurement (09/01/08 – 08/31/09)
- FY 09/10 State Services Procurement (no date given)
- FY 09/10 Part B and FY 2008 State Services Client Utilization Report (October 2009)

FY 2010 Ryan White Part A Standards of Care: **Motion #3**: *To accept the workgroup recommendations regarding the FY 2010 Ryan White Part A Standards of Care with the understanding that the documents will be revised by Ryan White Grant Administration on an ongoing basis. Motion carried.* Abstention: Gonzalez (out of the room)

FY 2010 Ryan White Part A Outcome Measures: **Motion #4**: *To accept the workgroup recommendations regarding the FY 2010 Ryan White Part A Outcome Measures with the understanding that the documents will be revised by Ryan White Grant Administration on an ongoing basis. Motion carried.*

FY 2010 RW Part B and State Services Standards of Care: The attached draft documents will be revised and distributed for the committee to vote on via email on 11/25/09.

FY 2009 Part A Chart Reviews: See the attached chart reviews for: Hospice, Oral Health, Primary Medical Care, Vision Care.

FY 2010 Data Needs: **Motion #5**: *To keep data reports from Ryan White Part A as is in FY 2010 with a request for regular outcomes reports from Ryan White Part B. Motion carried.*

Quarterly Committee Report: See the attached report.

Comprehensive HIV Planning Committee: Cecilia Smith-Ross, Vice-Chair, reported on the following:

2011 Needs Assessment: **Motion #6**: *To accept the attached Cell Size Table for the 2011 Needs Assessment with the understanding that the table will be adjusted if the staff is able to interview more children for the assessment. Motion carried.*

2011 Needs Assessment: **Motion #7**: *To accept the attached Consumer Survey form. Motion carried.*

Affected Community Committee: Ruben Rosas, Co-Chair, gave the following reports:

The Living Healthy with HIV event is scheduled for Saturday, February 20, 2010 at the Kashmere Multiservice Center. The Workgroup is looking for volunteers. If you are interested please contact the Office of Support.

Consumer Education: Pennye Rohde, PA from St. Hope Foundation gave a presentation on HIV/AIDS Medical Updates. The committee was taken on a tour of the new dental facility.

2009 World AIDS Day: See the attached information regarding 2009 World AIDS Day events. Additional event information is in the foyer.

Operations Committee: Cathy Wiley, Co-Chair, gave the following reports:

Election of the 2010 Officers for the Ryan White Planning Council: The following individuals were elected:

- Chair: Cecilia Smith-Ross
- Vice Chair: Pete Rodriguez
- Secretary – John Tuttle

While ballots were being counted, Turner presented certificates of appreciation to the 2009 Council leadership and those leaving the Council.

Cecilia Smith-Ross assumed the duty of chairing the rest of the meeting.

2010 Council Orientation: The date of the all-day Council Orientation is Thursday, January 28, 2010.

2010 Mentor/Mentee Luncheon: The date of the Mentor/Mentee Luncheon is Monday, January 25, 2010. Those who have been selected to be a mentor will receive an invitation to the event in early January. Smith-Ross asked those that were interested in being a Mentor to let her know.

Quarterly Committee Report: See the attached report.

Priority and Allocations Committee: No report.

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

Report from Ryan White Grants Administration : Charles Henley, Manager, Ryan White Grant Administration (RWGA), Public Health and Environmental Services, summarized the attached report.

New Business:

Report from the CDC Planning and Prevention Group: Wiley stated that their orientation is the same day as the Council's orientation, January 28, 2010.

Latino Task Force on HIV/AIDS: Vargas gave the following report: The Latino HIV Task Force is done with its major activities for the year and expresses its thanks to all the organizations and individual volunteers who helped make this year's efforts a success. Currently, they are planning an end of the year get together to elect officers for the coming year. The next Latino HIV Task Force meeting will be held on Friday, January 22, 2009 from 11:00 a.m. - 12:30 p.m. at Thomas Street Health Center. All are invited to attend the meeting.

Adjournment: Motion #8: *It was moved and seconded (Miller, Monk) to adjourn the meeting at 12:57 p.m. Motion Carried.*

Respectfully submitted,

Victoria "Tori" Williams
Victoria Williams, Manager

Date *02/04/10*

Draft Certified by
Council Chair: *Cecilia Smith Ross*

Date *2/11/2010*

Final Approval by
Council Chair: *Cecilia Smith Ross*

Date *2/11/2010*

	Motion #1		Motion #2		Motion #3		Motion #4		Motion #5		Motion #6		Motion #7		Motion #8						
	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN	ABSENT	YES	NO	ABSTAIN					
MEMBERS	Agenda	Carried		Minutes	Carried		QA-SOC	Carried		QA-OM	Carried		Comp-NA	Carried		Comp-Survey	Carried		Adjourn	Carried	
J. Hoxi Jones	X																				
Ernesto Macias		X				X	X			X			X			X				X	
Patrick Martin	X																				
Osaro Mgbere		X				X	X			X			X			X				X	
Michael Miller		X			X		X			X			X			X				X	
Greg Monk		X			X		X			X			X			X				X	
Askari Naqvi	X																				
Pete Rodriguez		X			X		X			X			X			X				X	
Ruben Rosas		X			X		X			X			X			X				X	
Cecilia Smith-Ross		X			X		X			X			X			X				X	
Ryan Rushing		X				X	X			X			X			X				X	
Josie Salazar		X			X		X			X			X			X				X	
Eulalia Seymore	X																				
Glenn Taggart		X				X	X			X			X			X				X	
Bruce Turner				C		C				C			C			C				C	
John Tuttle		X			X		X			X			X			X				X	
Steven Vargas		X			X		X			X			X			X				X	
Cathy Wiley		X				X	X			X			X			X				X	

JA = Just arrived at meeting, LR = Left room temporarily, LM = Left the meeting, C = Chair of the meeting