

**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 8, 2011
Meeting Location: 2223 W. Loop South, Room 416
Houston, Texas 77027

MEMBERS PRESENT	MEMBERS ABSENT	STAFF PRESENT
Cecilia Smith-Ross, Chair	Claudine Alexandre-McGill	<i>Ryan White Grant Administration</i>
Pete Rodriguez, Vice-Chair	Jackie Baldwin	Charles Henley
Billie Lackins, Secretary	David Benson, excused	Carin Martin
Sherifat Akorede	David Garner, excused	
Roland Amboree	Jerry Garza	<i>The Resource Group</i>
Ben Barnett	Gabriel Gonzalez, excused	Yvette Garvin
Melody Barr	Linda Hollins, excused	
Michael Bass	J. Hoxi Jones, excused	<i>Office of Support</i>
Chris Escalante	Januari Leo, excused	Tori Williams
Eddie Givens	Ernesto Macias, excused	Diane Beck
Morénike Giwa	Greg Monk, excused	
Melvin Johnson	Lyla Ordonez, excused	
Osaro Mgbere	Ruben Rosas, excused	
Venita Ray	Lisa Tallent, excused	
Terrence Redix		
Ryan Rushing		
Dr. Beverlee Solomon		
C. Bruce Turner		
Eric Twombly		
Steven Vargas		
Nadine Wallace		
David Watson		

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

Call to Order: Cecilia Smith-Ross, Chair, Ryan White Planning Council, called the meeting to order at 11:39 a.m. and thanked all members for their hard work in 2010.

Adoption of the Agenda: ***Motion #1:*** *it was moved and seconded (Rushing, Vargas) to adopt the agenda with one change: Move Operations and Priority and Allocations up in the agenda to III A and III B. Motion carried.*

Adoption of the Minutes: ***Motion #2:*** *it was moved and seconded (Ray, Johnson) to adopt the November 10, 2011 minutes. Motion carried.* Abstentions: Akorede, Amboree, Rushing.

Public Comment: None.

Reports from Committees:

Operations Committee: Roland Amboree, Co-Chair, gave the following reports:

Election of the 2012 Council Officers:

The following individuals were elected: Chair-Morenike Giwa and Secretary-Venita Ray. **Motion #3:** *it was moved and seconded (Smith-Ross/Akorede) to accept Ben Barnett as Vice Chair.* **Motion carried unanimously.**

While ballots were being counted, Smith-Ross presented certificates of appreciation to the 2011 Council leadership, Council members and staff. She also recognized retiring members and also acknowledged those that are resigning.

Memorandum of Understanding: Small changes were made, Title I was changed to Part A and Judge Eckels was changed to Judge Emmett. **Motion #4:** *To approve the attached, revised Memorandum of Understanding between all Ryan White Part A stakeholders.* **Motion carried.** Abstentions: Solomon

January 2012 Council Calendar: FYI: See the attached calendar of Council activities in January 2012. Mark your calendars appropriately.

Project LEAP: See attached Project LEAP fact sheet. The Advisory Committee for Project LEAP will begin to meet in January 2012. Please see Tori if you are willing to serve on this important committee. We are especially interested in having former LEAP students participate and provide guidance.

Morenike Giwa assumed the duty of chair for the remainder of the meeting.

Priority and Allocations Committee:

FY 2011 Part B Allocation Increases: The Part B Administrative Agent has implemented the FY 2011 increase funding scenario by providing increased funds as follows:

Step 1: \$10,000 to Home & Community Based Services

Step 2: \$94,287 to Oral Health

Step 3: \$50,000 to Health Insurance

FY 2011/12 Unspent Funds: **Motion #5:** *In the final quarter of the FY 2011/12 Ryan White Part B and State Services grant years, after implementing the year end Council-approved reallocation of unspent funds and utilizing the existing 10% reallocation rule to the extent feasible, The Resource Group (TRG) may reallocate any remaining unspent funds as necessary to ensure no funds are returned to the Texas Department of State Health Services (TDSHS). If funds are to be moved from the Houston HSDA, TRG will notify the Office of Support no later than when the information is submitted to the TDSHS. The Office of Support will notify the members of the Priority and Allocations Committee upon receipt and the Steering Committee and Council at their next scheduled meetings.* **Motion Carried.** Abstentions: Akorede.

Letter of Agreement for Ryan White Part B Stakeholders: The Priority and Allocations Committee will be reviewing the Letter of Agreement among Ryan White Part B stakeholders at their February 2012 meeting with the intent of sending possible recommended changes to the Operations Committee for consideration.

Quality Assurance Committee: Ryan Rushing, Co-Chair, reported on the following:

Reports from the Part A Administrative Agency: See the following reports:

FY 2011 Pt. A/MAI Procurement Report, revised 11/09/11 and FY 2010 Outcomes Report, 11/16/11

Reports from the Administrative Agent – Part B: See the following reports:

FY 2009/10 Pt. B Procurement Report, 04/01/11 – 10/31/11, FY 2011/12 Pt. B Service Utilization Report, 2nd Quarter, FY 2010/11 SS Procurement Report, 09/01/11 – 10/31/11 and FY 2010/11 SS Service Utilization Report, 4th Quarter

FY 2012 RW Pt. A and B Standards of Care, see attached: **Motion #6:** *To approve the attached recommendations for the FY 2012 Ryan White Part A and B Standards of Care.* **Motion carried.**
Abstention: Amboree

FY 2012 RW Pt. A and B Outcome Measures, see attached: **Motion #7:** *To approve the attached recommendations for the FY 2012 Ryan White Part A and B Outcome Measures.* **Motion carried.**
Abstention: Amboree

FY 2012 RW Pt. B Standards of Care & Outcome Measures, see attached. Discussion: Giwa asked why delivery of food was eliminated from the food pantry service category. Vargas replied that it is now a voucher program and vouchers can be mailed. Giwa said that the outcome measure for EIS was set at 80% to match the EIIHA goal and asked what it has been. Williams said she believed that it was at 80%. **Motion #8:** *To approve the attached recommendations for the FY 2012 Ryan White Part B Standards of Care and Outcome Measures.* **Motion Carried.** Abstention: Amboree

Assessment of the Administrative Mechanism, see attached. Williams explained that there was a misunderstanding of the information from RWGA and the report is corrected to reflect that there were 2 services RFP'd this year but it does not change the outcome of the report. **Motion #9:** *Approve the revised 2011 Assessment of the Administrative Mechanism.* **Motion carried.** Abstention: Amboree

Comprehensive HIV Planning and Ad Hoc EIIHA Strategy Committees: Steven Vargas, Co-Chair, reported on the following:

2012 Comprehensive Plan: See attached update on November workgroup activities. Council members and others are encouraged to participate in the process. Ray asked how the activities in the plan are carried out and by whom. Williams said that in the plan there will be a list of who is responsible for each activity and also a plan to monitor that it gets done.

2011 Texas HIV/STD Prevention Plan: See the attached Executive Summary of the *2011 Texas HIV/STD Prevention Plan*. For a complete copy, see Jen Hadayia in the Office of Support.

Affected Community Committee: Chris Escalante, Co-Chair, reported on the following:

Committee Training: *Memorandum of Understanding*. Tori Williams provided a review of the Memorandum of Understanding between all Ryan White Part A stakeholders.

2011 World AIDS Day Events: Verbal update on Council participation in 2011 World AIDS Day events.

Consumer Workgroup on the FY 2012 Standards of Care and Outcome Measures: Ryan White Grant Administration will host a second meeting to continue gathering input from consumers about the FY 2012 Standards of Care & Outcome Measures. The meeting will be held at 12:00 p.m. on December 13, 2011.

Report from Office of Support: Tori Williams, Manager, summarized the attached report. She thanked everyone for all the great work during this very busy year.

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

attached report.

Report from the Part B and State Services Administrative Agent: Yvette Garvin, Executive Director, Houston Regional HIV/AIDS Resource Group, summarized the attached report.

New Business:

HOPWA: Barr reported that the RFP process is complete and contracts should be approved by City Council after the first of the year. Last year HOPWA funded 19 agencies, this year they will only fund fourteen. Because funding is expected to continue to decrease, they are working on a vulnerability scale for eligibility so that the most sick and those with the most need will get assistance. The city doesn't currently require vendors to 'float' contracts (i.e., continue services between when a contract ends and the next one begins) like Harris and Fort Bend counties do but they may consider doing that in the future to prevent a gap in services.

Houston HIV Prevention Planning Group (PPG): Turner reported that the last meeting of the year was in November. They are now called the PPG; Marlene McNeese-Ward is no longer the chair and he is not sure who the new chair will be. He encouraged all members to participate in the 2012 Comprehensive Plan process.

African American State of Emergency Task Force: Solomon stated that the group would be meeting this Friday.

Latino HIV Task Force: Vargas reported that the group met last Friday at Thomas Street Health Center. They reviewed the policy for election of officers and held elections. The same people will retain leadership for the upcoming year: Chair-Jeff Benavides, Co-Chair: Victor Contreras and Secretary-Benito Castro. The next meeting will be 3:00 p.m., Friday, December 16, 2011 at Café Adobe located at Westheimer and Shepherd.

SIRR: Lackins reported that SIRR has been on hiatus the last few months but will resume its regular meeting schedule in January. There is a Changing Faces of Reentry forum coming up, please contact The Resource Group for more information.

M-PACT: Turner reported that the group continues to meet regularly and is always looking for new members who are concerned about HIV in the community. The next meeting is 6:30 p.m., Thursday, December 15, 2011 at Montrose Counseling Center, room 114.

AIDS Trial Network: Giwa reported that the Tenofovir vaginal gel study was discontinued because it was not found to be effective. Turner said that there is an HVTN trial at Baylor that is looking for very specific individuals to volunteer, contact him for more information.

Legislative Updates: Turner said that there will be a telecast on December 15, 2011 regarding the Super Committee not reaching an agreement; no deal is a good deal for the HIV community. See the Office of Support for information on this telecast. SHARP Program will be coming to an end in January; he will try to get that information to the Council.

Texas HIV/AIDS Coalition: Turner said that the next meeting is in Austin on January 13th or 14th, after the Medication Advisory Committee meeting. Work seems to be speeding up even though the legislature has slowed down. Contact Januari Leo or Randall Ellis at Legacy for more information.

Announcements: Lackins said that the Center for AIDS has information cards regarding Prep; she encouraged members to pick up cards and get the information out in the community. Rushing said that Walgreens is holding a food drive for AIDS Foundation Houston's Stone Soup food pantry. Flyers are available from the Office of Support, please distribute widely. Givens, as an individual, said if anyone gets the opportunity to be interviewed regarding medical care, companies and the care that they give, compassionate or otherwise, please take the time to participate and get your voice heard. Those in the medical field value those that use their services and products.

Adjournment: Motion #10: it was moved and seconded (Givens, Solomon) to adjourn the meeting at 1:22 p.m. Motion carried.

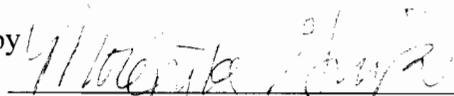
Respectfully submitted,


Victoria Williams, Manager

02/02/12
Date

Draft Certified by
Council Chair: 

Date 02/09/12

Final Approval by
Council Chair: 

Date 02/09/12

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

	Motion #1 Agenda Carried				Motion #2 Minutes Carried				Motion #3 Secretary Position Carried					Motion #1 Agenda Carried				Motion #2 Minutes Carried				Motion #3 Secretary Position 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																									
Cecilia Smith-Ross, Chair				C				C				C	Melvin Johnson		X				X						X
Pete Rodriguez, Vice Chair		X				X				X			J. Hoxi Jones	X											
Billie Lackins, Secretary		X				X				X			Januari Leo	X											
Sherifat Akorede		X						X		X			Ernesto Macias	X											
Claudine Alexandre-McGill	X												Osaro Mgbere		X				X						X
Roland Amboree		X						X		X			Greg Monk	X											
Jackie Baldwin	X												Lyla Ordonez	X											
Ben Barnett		X				X				X			Venita Ray		X				X						X
Melody Barr		X				X				X			Terrence Redix		X				X						X
Michael Bass		X				X				X			Ruben Rosas	X											
David Benson	X												Ryan Rushing		X				X		X				X
Chris Escalante		X				X				X			Dr. Beverlee Solomon		X				X						X
David Garner	X												Lisa Tallent	X											
Jerry Garza	X												Bruce Turner		X				X						X
Eddie Givens		X				X				X			Eric Twombly	X											
Morénike Giwa		X				X				X			Steven Vargas		X				X						X
Gabriel Gonzalez	X												Nadine Wallace, 11:57	X				X							X
Linda Hollins	X												David Watson		X				X						X

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MEMBERS	Motion #4 Pt A MOU Carried				Motion #5 Unspent Funds Carried				Motion #6 Pt A/B SOC Carried				MEMBERS	Motion #4 Pt A MOU Carried				Motion #5 Unspent Funds Carried				Motion #6 Pt A/B SOC 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
Morénike Giwa, Chair				C				C				C	J. Hoxi Jones	X											
Pete Rodriguez, Vice Chair		X				X				X			Januari Leo	X											
Billie Lackins, Secretary		X				X				X			Ernesto Macias	X											
Sherifat Akorede		X				X		X		X			Osaro Mgbere		X				X				X		
Claudine Alexandre-McGill	X												Greg Monk	X											
Roland Amboree												X	Lyla Ordonez	X											
Jackie Baldwin	X												Venita Ray		X				X				X		
Ben Barnett		X				X				X			Terrence Redix		X				X				X		
Melody Barr		X				X				X			Ruben Rosas	X											
Michael Bass		X				X				X			Ryan Rushing		X				X				X		
David Benson	X												Cecilia Smith-Ross, lm 12:37	X											
Chris Escalante		X				X				X			Dr. Beverlee Solomon				X		X				X		
David Garner	X												Lisa Tallent	X											
Jerry Garza	X												Bruce Turner		X				X				X		
Eddie Givens		X				X				X			Eric Twombly		X				X				X		
Gabriel Gonzalez	X												Steven Vargas		X				X				X		
Linda Hollins	X												Nadine Wallace, 11:57		X				X				X		
Melvin Johnson, lm 12:38		X			X				X				David Watson		X				X				X		

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MEMBERS	Motion #7 Pt A/B OM Carried				Motion #8 Pt B SOC & OM Carried				Motion #9 Assessment of Admin Mech Carried				MEMBERS	Motion #7 Pt A/B OM Carried				Motion #8 Pt B SOC & OM Carried				Motion #9 Assessment of Admin Mech 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
Morénike Giwa, Chair				C				C				C	J. Hoxi Jones	X											
Pete Rodriguez, Vice Chair		X				X				X			Januari Leo	X											
Billie Lackins, Secretary		X				X				X			Ernesto Macias	X											
Sherifat Akorede, Im 12:55		X				X				X			Osaro Mgbere		X				X				X		
Claudine Alexandre-McGill	X												Greg Monk	X											
Roland Amboree				X				X				X	Lyla Ordonez	X											
Jackie Baldwin	X												Venita Ray		X				X				X		
Ben Barnett		X				X				X			Terrence Redix		X				X				X		
Melody Barr		X				X				X			Ruben Rosas	X											
Michael Bass		X				X				X			Ryan Rushing		X				X				X		
David Benson	X												Cecilia Smith-Ross, Im 12:37	X											
Chris Escalante		X				X				X			Dr. Beverlee Solomon		X				X				X		
David Garner	X												Lisa Tallent	X											
Jerry Garza	X												Bruce Turner		X				X				X		
Eddie Givens		X				X				X			Eric Twombly		X				X				X		
Gabriel Gonzalez	X												Steven Vargas		X				X				X		
Linda Hollins	X												Nadine Wallace, 11:57		X				X				X		
Melvin Johnson, Im 12:38	X												David Watson		X				X				X		

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	Motion #10 Adjournment Carried					Motion #10 Adjournment Carried			
	ABSENT	YES	NO	ABSTAIN		ABSENT	YES	NO	ABSTAIN
MEMBERS					MEMBERS				
Morénike Giwa, Chair				C	J. Hoxi Jones	X			
Pete Rodriguez, Vice Chair		X			Januari Leo	X			
Billie Lackins, Secretary		X			Ernesto Macias	X			
Sherifat Akorede, lm 12:55	X				Osaro Mgbere		X		
Claudine Alexandre-McGill	X				Greg Monk	X			
Roland Amboree		X			Lyla Ordonez	X			
Jackie Baldwin	X				Venita Ray		X		
Ben Barnett		X			Terrence Redix		X		
Melody Barr		X			Ruben Rosas	X			
Michael Bass		X			Ryan Rushing		X		
David Benson	X				Cecilia Smith-Ross, lm 12:37	X			
Chris Escalante		X			Dr. Beverlee Solomon		X		
David Garner	X				Lisa Tallent	X			
Jerry Garza	X				Bruce Turner		X		
Eddie Givens		X			Eric Twombly		X		
Gabriel Gonzalez	X				Steven Vargas		X		
Linda Hollins	X				Nadine Wallace, 11:57		X		
Melvin Johnson, lm 12:38	X				David Watson		X		