

San Antonio Area HIV Health Services Planning Council

Department of Community Resources, 233 N. Pecos, Ste. 590, San Antonio, TX 78207 (210) 335-7056 FAX (210) 335-1514



NOTICE OF PUBLIC MEETING

**Planning Council Meeting
Vista Verde Plaza
233 N. Pecos
4th Floor Conference Room
San Antonio, Texas 78207**

**Thursday, April 27, 2017
12:30 pm to 3:00 pm**

AGENDA

- I. Call to Order** **Lucia Bustamante, Co-Chair
Steven Manning, Co-Chair**

- II. Welcome and Introductions**

- III. Mission Statement**
The San Antonio Area HIV Health Services Planning Council's mission is to create a broad-based community response to the HIV epidemic affecting people within the Transitional Grant Area and to ensure the availability and coordination of high quality, comprehensive health and social services to individuals infected with or affected by HIV.

- IV. Approval of the Agenda**

- V. Approval of the Minutes from March 30, 2017**

- VI. Grantee Report** **C. Doria-Ortiz**

- VII. Committee Reports**
 - A. Executive Committee** **Lucia Bustamante, Co-Chair**
 - i. Report from the Executive Committee
 - a. Discussion and appropriate action regarding the Planning Council's monthly expenditure report.
 - b. Discussion and appropriate action regarding the report from the Planning Council Representatives appointed to the HIV/Syphilis Testing Taskforce.
 - c. Discussion and appropriate action regarding the Sponsorship of Mujeres Unidas Event: Baile de Vida "Louder Than Stigma" held on Saturday, May 6, 2017.

 - B. Comprehensive Planning/Continuum of Care** **Frank Rosas, Chair**
 - i. Discussion and appropriate action regarding the Comprehensive Planning / Continuum of Care report.
 - a. Discussion and appropriate action regarding the Integrated HIV Prevention and Care Plan.
 - b. Discussion and appropriate action regarding the report from the Planning Council Representatives appointed to the Quality Management Committee.
 - c. Discussion and appropriate action regarding the Standards of Care comments requested from DSHS.

For meeting information, please call (210) 335-7056

This meeting is wheelchair accessible. The accessible entrance is located at the front entrance of 233 N. Pecos. Accessible parking spaces are also available. Interpreters for the deaf must be requested forty-eight (48) hours prior to the meeting by calling (210)335-7057 or by called Texas Relay at 7-1-1 for assistance.

C. Membership, Nominations and Elections **Donald Rodriguez, Chair**

- i. Discussion and appropriate action regarding the Membership, Nominations and Elections report.
 - a. Discussion and appropriate action regarding Attendance Compliance, as stated in Section 5.4 of the Planning Council Bylaws.
 - b. Discussion and appropriate action regarding the networking and filling open Planning Council positions.
 - c. Discussion and appropriate action regarding resignations/applications/representative changes received regarding Planning Council Positions.

D. Needs Assessment **Enrique Flores, Chair**

- i. Discussion and appropriate action regarding the Needs Assessment report.
 - a. Discussion and appropriate action regarding the Viral Suppression Pamphlet

E. Fiscal Monitoring and Reallocations **Vacant, Chair**

- i. Discussion and appropriate action regarding the Fiscal Monitoring and Reallocations report.
 - a. Discussion and appropriate action regarding the service category expenditure reports FY 2016-2017.

F. People's Caucus **Glenda Small, Co-Chair**

- i. Discussion and appropriate action regarding the People's Caucus Report.
 - a. The People's Caucus met on March 24, 2017 at Rosario's Restaurant and received a presentation on Evolution of HIV Treatment presented and sponsored by Daniel Ramos, Gilead Sciences. Charlene Doria-Ortiz with the Ryan White Program presented on the proposed transition.
 - b. There were a total of 36 people that attended this meeting.
 - c. The People's Caucus is scheduled to meet again on April 21, 2017 at 12:00 pm

VIII. Public Comment

Note: This part of the agenda is designed to provide Non-Planning Council members the opportunity to address the Planning Council and its Committees with issues related to the Council's legislative mandates as stated in the re-authorized Ryan White HIV/AIDS Treatment Modernization Act. Fifteen (15) minutes of time will be set aside for public comment at each meeting. No speaker will be allowed more than five (5) minutes, and depending on the number of speakers, the amount of time allocated per speaker may be less than five (5) minutes. Persons wishing to provide comments may do so by signing up on the "Public Comment" sign-in sheet prior to the call to order.

IX. Scheduling of Next Meeting: May 25, 2017

X. Announcements

XI. Adjournment

Mission: to create a broad-based community response to the HIV epidemic affecting people within the Transitional Grant Area and to ensure the availability and coordination of high quality, comprehensive health and social services to individuals infected with or affected by HIV.

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THE SAN ANTONIO AREA HIV HEALTH SERVICES PLANNING COUNCIL

Bexar County Dept. of Community Resources
233 N. Pecos, Ste. 590, San Antonio, TX 78207
210.335.7056 (phone) 210.335-1514 (fax)

The San Antonio Area HIV Health Services Planning Council's mission is to create a broad-based community response to the HIV epidemic affecting people within the Transitional Grant Area and to ensure the availability and coordination of high quality, comprehensive health and social services to individuals infected with or affected by HIV.

PLANNING COUNCIL MINUTES 12:30 p.m., Thursday, March 30, 2017 Meeting Location: Vista Verde Building 233 N. Pecos, 5th Floor Conference Room

MEMBERS PRESENT		MEMBERS ABSENT		OTHERS PRESENT	
Benavides, H.	Martinez, C.	Brown, N.			
Bustamante, L.	Nelson, C.	Courtois, F.			
Carmona, C.	Rios, D.	Ibarra, E.			
Flores, E.	Rodriguez, D.	Small, G.		STAFF PRESENT	
Garcia, R.	Rosas, F.			<i>Ryan White Grantee / Administrative Agent Staff</i>	
Gloria, M.				Doria-Ortiz, C.	Newman, M
Hester, L.					
Johnson, A.				<i>Planning Council Staff</i>	
Lopez, V.				Johnson, C.	
Manning, S.					

Call to order	Manning, S., Co-Chair called the meeting to order at 12:37 p.m.
Mission Statement	The Mission Statement was read by Garcia, R.
Approval of the Agenda	The agenda was approved as amended.
Approval of the Minutes from February 23, 2017	The minutes were approved as presented.
Grantee Report By Doria-Ortiz, C, Program Manager	<p>Highlights from the report include:</p> <ul style="list-style-type: none"> • The position of Planning Council Liaison continues to be vacant. Resumes have been received and reviewed. Interviews are scheduled for March 3, 2017 and recommendations will be given to the Department Director for final approval. • An informational and relationship building meeting was held on February 2nd at the San Antonio Metropolitan Health District between Ryan White Staff and the Health Department's Community Health Staff. Four topics were discussed: Data findings from a DSHS/CDC visit in August 2016, Metro Health agency processes for prevention, testing, and linking, DIS process for linkage to care, and future presentations to AA Service Providers to insure continuity between testing positive/negative and provision of medical services. • The grand opening of the Center for Health Care Services' Project H.O.T.'s "el Hot Spot Café" and UNIFY's "Sexual Health Lounge" was held on February 2nd. Ryan White staff disseminated Ryan White materials and featured the digital fotonovela "Barbershop Talk" to attendees. Project H.O.T. (HIV Outreach and Testing) utilizes El Hot Spot Café to mobilize communities considered to be high risk for HIV infection by offering free condoms/lubrication and free testing with 60 second rapid testing for HIV & Syphilis. Project UNIFY offers services at the location for youth as a safe space to host meetings, an open environment that promotes sexual health, and a place for local youth to display their art, recertification, and numerous updates within the agencies and the community. • The Ryan White Part A/B meeting was hosted by the San Antonio Ryan White Program on February 10, attended by the Program Manager and HIV Coordinator. The Health HIV team delivered a presentation on 340B Pharmacies and Program Income. Areas discussed concerning TDSHS were ARIES, ADAP Eligibility Worker Training (March 21-22), Standards of Care 2.0, State Services Contract, Germane Solutions 2017 Monitoring, and the upcoming Emily Gantz McKay (EGM) Statewide Assessment in April. Federal updates included RWP partial funding and ACA changes. Jurisdictional updates were also discussed. Our Project Officer connected via

	<p>conference line, as did the Dallas EMA Program Manager, and TDSHS staff.</p> <ul style="list-style-type: none"> • The mission of the Texas Black Women’s Initiative (TxBWI) is to promote active, engaged, and empowered communities to address HIV disparity among Black women and other women of color related to HIV prevention and care and to achieve sustainable systemic change. The Program Manager attended the Black Women’s Initiative (BWI) planning committee luncheon on February 15 to discuss preliminary plans for a conference targeting women of color to be held in June 2017. • With the upcoming National Women and Girls HIV/AIDS Awareness Day (NWGHAAD) in March, a planning committee lead by the Ryan White Part D is held every 2nd Friday. The HIV Planner participates in the meetings on February 10 and 24 to discuss location, media, resources, and additional details for the celebration/commemoration of this National Day. In addition, the Ryan White Program/Planning Council supported the NWGHAAD Proclamation held at Commissioners Court on February 21, 2017. • The HIV/Syphilis Testing Task Force was held on Wednesday, February 1st, 2017 with 29 community and agency members in attendance. Three presentations were given. <ol style="list-style-type: none"> 1. The University of Texas Teen Health program representative, William Sandberg, distributed and spoke on the UT Health Resource List. The Teen Health program is an evidence-based program on teen pregnancy prevention and reaches every school district in Bexar County with a total of 17,000 students this past year. The resource list covers 5 geographical areas in Bexar County and features clinics that are willing to work with teens. The list is revised on an annual basis and referrals are tracked by the program. 2. The San Antonio Metropolitan Health District conducts the program called Project Worth. A representative shared their presentation on the DreamSA app that young adults and youth can utilize to navigate and discover resources pertaining to 5 focus areas: higher education, careers, volunteering, health & well-being, and the arts. 3. The San Antonio Police Department’s Homeless Outreach Positive Encounters (H.O.P.E.) Team presented on their project which started in early 2016. The H.O.P.E. team establishes rapport with the homeless through a unique approach whereby the officers present themselves as non-authoritative, disciplinary individuals, but rather focus more on service and addressing needs and not criminality. Fewer arrests have been noticed as a result of their new approach. • The HIV / Syphilis Testing Taskforce co-chairs for 2017 have recently had a staff change. An interim co-chair was named and a transitional meeting was conducted by the AA on February 23rd to orient both the new interim and previously elected co-chair.
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COMMITTEE REPORTS

PLANNING COUNCIL		CO-CHAIRS: LUCIA BUSTAMANTE MARY HELEN GLORIA
ITEM	MOTION/DISCUSSION	ACTION TAKEN
Discussion and appropriate action regarding the nominations/voting for the Planning Council's membership	The Planning Council will review nominations for the Consumer Co-Chair and vote on the new Consumer Co-Chair of the Planning Council; whose term will begin on March 1, 2017 and end on February 28, 2019. No items for the month of March 2017.	No action was taken.
EXECUTIVE COMMITTEE		CHAIR: STEVEN MANNING
ITEM	MOTION/DISCUSSION	ACTION TAKEN
Discussion and appropriate action regarding the Planning Council's monthly expenditure report.	Planning Council support staff will present Planning Council's expenditure report posted through February 28, 2017	No action was taken.
Discussion and appropriate action regarding the report from the Planning Council Representatives appointed to the HIV/Syphilis Testing Taskforce.	Appointed Planning Council Members attended the HIV/Syphilis Testing Taskforce Meeting	No action was taken.
Discussion and appropriate action regarding the Sponsorship Request received for the National Women's and Girls' HIV/AIDS Awareness Day Events scheduled on March 8-10, 2017.	The Committee reviewed the Sponsorship Request received for the National Women's and Girls' HIV/AIDS Awareness Day Events scheduled on March 8-10, 2017. Motion: to approve the sponsorship application. (F. Rosas/E. Flores)	Thirteen (13) votes in favor. Zero (0) opposed. Two (2) abstentions. (M. Gloria, L. Bustamante) ***Motion carried.
COMPREHENSIVE PLANNING / CONTINUUM OF CARE COMMITTEE		CHAIR: FRANK ROSAS
ITEM	MOTION/DISCUSSION	ACTION TAKEN
Discussion and appropriate action regarding the Integrated HIV Prevention and Care Plan.	The CPCC Committee reviewed and discussed the Integrated HIV Prevention and Care Plan. No items for the month of February 2017.	No action was taken.
Discussion and appropriate action regarding the report from the Planning Council Representatives appointed to the Quality Management Committee.	Report from the Planning Council Representatives appointed to the Quality Management Committee. The QM Committee did not meet in February 2017; no report	No action was taken.
Discussion and appropriate action regarding the Standards of Care comments requested from DSHS.	DSHS has requested that the Planning Council review and provide comments on the SoC they are revising this year; certain SoC are assigned for each month each month to review. The Ad Hoc Committee is scheduled to meet March 30, 2017 to review and comment on DSHS Non-Medical Case Management Service Standard.	No action was taken.

MEMBERSHIP, NOMINATIONS AND ELECTIONS COMMITTEE		CHAIR: DONALD RODRIGUEZ
ITEM	MOTION/DISCUSSION	ACTION TAKEN
Discussion and appropriate action regarding Attendance Compliance, as stated in Section 5.4 of the Planning Council Bylaws.	The MNE Committee reviewed current attendance records of the Planning Council and determine if any members should receive a letter from the Committee regarding his/her attendance requirement.	No Motion Necessary
Discussion and appropriate action regarding the networking and filling open Planning Council positions.	To fill vacancies according to the categories according to the Ryan White Legislation.	No action was taken.
Discussion and appropriate action regarding resignations/applications/representative changes received regarding Planning Council Positions.	<p>The MNE Committee reviewed any resignations/applications received regarding Planning Council Positions.</p> <p>The Committee received and interviewed 1 potential candidate for the Planning Council. 1) A. Johnson</p> <p>Motion: To approve the following candidates for membership on the Planning Council. (D. Rodriguez/ E. Flores)</p>	<p>Thirteen (13) votes in favor. Zero (0) opposed. Two (2) abstentions. (M. Gloria, L. Bustamante)</p> <p>***Motion carried.</p>
NEEDS ASSESSMENT COMMITTEE		CHAIR: ENRIQUE FLORES
ITEM	MOTION/DISCUSSION	ACTION TAKEN
Discussion and appropriate action regarding the Viral Suppression Pamphlet	<p>The Committee discussed possibly doing a one “panel” pamphlet with the following sections:</p> <ol style="list-style-type: none"> 1. What is viral suppression 2. Steps to viral suppression 3. 2014 National Data from CDC <p>Items to revise on pamphlet:</p> <ol style="list-style-type: none"> 1. Define CD4 2. Check on new CDC wordage for “what is viral suppression” 3. Revise 2014 CDC data to say 7 in 10 persons not adherent therefore not virally suppressed 4. Remove the HIV Life Cycle 5. Remove How antiretroviral drugs work 6. Correct locations for Testing Information 7. Add information about PrEP 	No action was taken

FISCAL MONITORING AND REALLOCATIONS COMMITTEE		CHAIR: Vacant
ITEM	MOTION/DISCUSSION	ACTION TAKEN
Did not meet in March 2017.		
PEOPLE'S CAUCUS		CHAIR: GLENDA SMALL
ITEM	MOTION/DISCUSSION	ACTION TAKEN
Discussion regarding the People's Caucus Meeting held at MCC on February 24, 2017.	<p>Presentation: Descovy Medication Updates Presented and Sponsored by: Daniel Ramos, Gilead Sciences</p> <p>There was a total of 26 people in attendance.</p> <p>People's Caucus is scheduled to meet again March 24, 2017 at 6pm</p>	No action was taken
Public Comment	None	
Review of Planning Council Grievances	There were no Planning Council grievances.	
Scheduling of Next Meeting	The next meeting is scheduled for April 27, 2017 at 12:30 pm	
Announcements	<ul style="list-style-type: none"> • EGM Planning Council/ Planning Body Assessment Webinar in April TBA • Trauma Informed Care on Friday, April 7th, 2017 from 8:30-1:00 pm • National Youth HIV + AIDS Awareness Day on Wednesday, April 12, 2017 from 6:00 pm - 8:00 pm located at Rise Recovery • WEBB Party on Friday, April 21, 2017 at Bonham Exchange from 7:30 pm – midnight • Baile de Vida is scheduled for May 6, 2017 at 6:00pm 	
Adjournment	The meeting was adjourned at 2:12 pm	

**Agenda Coordination Form
Planning Council Meeting
Thursday, April 27, 2017**

	Item #	Background	Recommended Motion	Action Taken
Executive Committee	1. Discussion and appropriate action regarding the Planning Council's monthly expenditure report.	Planning Council support staff will present Planning Council's expenditure report posted through March 31, 2017	No Motion Necessary	No action is necessary.
	2. Discussion and appropriate action regarding the report from the Planning Council Representatives appointed to the HIV/Syphilis Testing Taskforce.	Appointed Planning Council Members attended the HIV/Syphilis Testing Taskforce Meeting	No Motion Necessary	No action is necessary,
	Discussion and appropriate action regarding the Sponsorship Request received for the Sponsorship of Mujeres Unidas Event: Baile de Vida "Louder Than Stigma"	The Committee will review the Sponsorship Request received for the Sponsorship of Mujeres Unidas Event: Baile de Vida "Louder Than Stigma" held on Saturday, May 6, 2017.	Motion: to approve the sponsorship application	
Comprehensive Planning / Continuum of Care Committee	1. Discussion and appropriate action regarding the Integrated HIV Prevention and Care Plan.	The CPCC Committee will review and discuss the Integrated HIV Prevention and Care Plan. No items for the month of March 2017.	No Motion Necessary	No action is necessary.
	2. Discussion and appropriate action regarding the report from the Planning Council Representatives appointed to the Quality Management Committee.	Report from the Planning Council Representatives appointed to the Quality Management Committee. The QM Committee did not meet in March 2017; no report.	No Motion Necessary	No action is necessary.
	3. Discussion and appropriate action regarding the Standards of Care comments requested from DSHS.	DSHS has requested that the Planning Council review and provide comments on the SoC they are revising this year; certain SoC are assigned for each month each month to review. The Ad Hoc Committee is scheduled to meet March 30, 2017 to review and comment on DSHS Non-Medical Case Management Service Standard.	No Motion Necessary	No action is necessary.

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Memberships, Nominations, and Elections Committee	1. Discussion and appropriate action regarding Attendance Compliance, as stated in Section 5.4.	The MNE Committee reviewed current attendance records of the Planning Council and determine if any members should receive a letter from the Committee regarding his/her attendance requirement.	No Motion Necessary	No action is necessary.
	2. Discussion and appropriate action regarding the networking and filling open Planning Council positions	To fill vacancies according to the categories according to the Ryan White Legislation.	No Motion Necessary	No action is necessary.
	3. Discussion and appropriate action regarding resignations/applications/representative changes received regarding Planning Council Positions.	The MNE Committee reviewed any resignations/applications received regarding Planning Council Positions.	No Motion Necessary	No action is necessary.
Needs Assessment Committee	1. Discussion and appropriate action regarding the Viral Suppression Pamphlet	<p>The Committee reviewed and discussed the Viral Suppression Pamphlet.</p> <p>The Committee discussed possibly doing a one "panel" pamphlet with the following sections:</p> <ol style="list-style-type: none"> 1. What is viral suppression 2. Steps to viral suppression 3. 2014 National Data from CDC 4. Graph with San Antonio and Texas HIV CD4 or viral suppression latest figures <p>Items to revise on pamphlet:</p> <ol style="list-style-type: none"> 1. Language: tailor to basic English level 2. Add "suppression" definition 3. Add proper CDC citations and who the CDC is? 4. Format Pamphlet Font, Size and Color (Arial/Black) 5. Reduce lengthy paragraphs with bullets 6. Highlight important points with bold and red font color 7. Bar Graph: add labels and short explanation below 8. Add latest 2014 data to bar chart to show improvement 9. Look at other alternatives for bar charts from CDC data 10. Delete repetitive paragraph above bar chart 11. Correct locations for Testing Information (back side) 	No Motion Necessary	No action is necessary.
Fiscal Monitoring and Reallocations Committee	1. Discussion and appropriate action regarding the service category expenditure reports FY 2016-2017.	The Committee reviewed the service category expenditure reports for FY 2016-2017.	No Motion Necessary	No action is necessary.