

Needs Assessment Committee
August 21, 2018
Minutes

Charge: To oversee the development and implementation of the needs assessment process to identify the needs, barriers to care, and gaps in service in the HIV community and develop a comprehensive plan in line with the priority goals of the Ryan White Planning Council.

MEMBERS PRESENT

John Dornheim, Chair	Donna Wilson	Oscar Salinas
Helen E. Turner	Norma J. Piel-Brown	Kendra Tevis
Gary Benecke		

MEMBERS ABSENT

Lionel Hillard	Brad Walsh
Ricky Tyler	Jonathan Thorne

RWPC STAFF PRESENT

Annie Sawyer-Williams, RWPC Coordinator	Justin M. Henry, RWPC Health Planner
Glenda Blackmon-Johnson, RWPC Program Manager	

GRANTS MANAGEMENT STAFF PRESENT

OTHERS PRESENT

- I. **Call to Order:** John Dornheim, Needs Assessment Chair, called the meeting to order at 2:02 PM.
- II. **Certification of Quorum:** Quorum was established by John Dornheim and certified by Justin M. Henry.
- III. **Introductions/Announcements:**
 - a. Gary Benecke announced the Resource Center is no longer requiring application for the Supplemental Nutrition Assistance Program (SNAP). He thanked everyone for their help in the process.
- IV. **Approval of the July 17, 2018 Minutes:** *Helen Turner motioned to approve the Needs Assessment Committee minutes. Donna Wilson seconded the motion. The motion passed unanimously.*
- V. **Survey Questions and Update for the Youth Population:** Mr. Dornheim circulated the compilation of questions to the Needs Assessment members to be included in the Youth Survey. The committee reviewed & discussed the questions for consideration to add to the survey. A member commented that homelessness questions were not captured in the survey and for clarity what aspects the committee wants to use to define homelessness on the tool. Mr. Dornheim noted the committee is trying to keep the surveys generic for each target populations in order to cover the same detail.. The members were reminded that homelessness questions were not covered in the Transgender survey. The committee discussed the possibility of including homelessness questions on the survey. Mr. Henry gave the committee a few examples of the discrepancies with the responses from the transgender surveys submitted to the office of support. He reported to ~~if~~ the

committee that if the information for the some questions being asked on the Transgender survey may not be clear to the respondent. Mr. Henry suggested making adjustments to the survey or set up training for those administering the survey. The committee agreed to train those who plan- to administer the survey and to add homelessness questions to the transgender and youth surveys.

Mr. Henry announced Cathedral of Hope has opened a LGBT homeless shelter for youth.

The committee discussed the impact and possible use of dating site applications for the youth population. Mr. Salinas gave an overview of how some dating sites work within the youth population. Mr. Salinas asked what information the committee is seeking to obtain with the tool. He recommended that the committee needs to define what information is needed, and define what areas to target with the tool and suggested use of the most concise questions.

A member suggested inviting someone to interpreted and discussed transgender language with the committee.

The committee discussed revising the language on the youth survey for questions 2 & 3.

- What is your gender; (What is your gender identity)
- Do you think of yourself as; (What is your sexual orientation) and agreed to add language regarding homelessness and dating sites.

Mr. Henry reminded the committee has to think about what the overall purpose of the committee is including information from the needs assessment; the needs assessment drives the planning decisions, which drives the prioritization process which ultimately drives resource allocations. The questions asked should give the committee information to help the service prioritization.

Ms. Blackmon-Johnson stated in the grant applications this year the Health Resources and Services Administration (HRSA) is asking the AA's to get involve and look at the Continuum of Care (CoC) to create programs around those areas. She suggested that some of the questions could be gear around the CoC in relation to the identification of individuals who don't know their status, or if they are virally suppressed and if so, for how long? Mr. Dornheim noted some of the questions are pertaining to the subject.

The committee had a lengthy discussion regarding recruiting youths to complete the surveys under the age of 13. They also discussed just surveying young adults between the ages of 18-24. The committee agreed they will keep the ages13-24 because it's a category, and will target youth's ages18-24.

VI. New Business: N/A.

VII. Adjournment: *Helen E. Turner motioned to adjourn. Norma Piel-Brown seconded the motion. The motion passed unanimously. The meeting was adjourned at 3:21 PM.*

Submitted by:

Needs Assessment Ad Hoc Committee Meeting
U:\Coordinator-a\~Needs Assessment\8.21.2018

Annie Sawyer-Williams, Coordinator

Date

Draft Certified by:

Justin M. Henry, RWPC Health Planner

Date

Final Approval by:

John Dornheim, Chair
Vacant, Vice Chair

Date

NEXT SCHEDULED MEETING
Tuesday, September 18, 2018 2:00 PM
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX