

PLANNING AND PRIORITIES (P&P) COMMITTEE

September 18, 2019

Minutes

Charge: To oversee development and implementation of a process to identify needs and barriers, keep the assessment of needs current, and develop a comprehensive plan to implement the priority goals of the Planning Council.

COUNCIL MEMBERS PRESENT

John Dornheim, Chair
Venton C. Hill-Jones

Robert Lynn, Vice Chair
Lori Davidson

Christopher Webb
Korey Willis

COUNCIL MEMBERS ABSENT

Helen Zimba
Robert McGee II

Donna Wilson

Woldu Amenshoa

RWPC STAFF PRESENT

Glenda Blackmon-Johnson, RWPC Manager
Justin M. Henry, Health Planner

Annie Sawyer-Williams, RWPC Coordinator

GRANTS MANAGEMENT STAFF PRESENT

Wanda Scott, Program Monitor

OTHERS PRESENT

Lionel Hillard, RWPC Chair

- I. **Call to Order:** Lionel Hillard, Planning Council Chair, called the meeting to order at 9:10 a.m.
- II. **Certification of Quorum:** Quorum was established by Justin M. Henry, RWPC Planner and certified by Lionel Hillard.
- III. **Introductions/Announcements:**
 - a. Justin M. Henry announced the Needs Assessment Committee is seeking individuals and providers for the Key Informant interviews and site visit to host focus groups for the Needs Assessment process.
 - b. Lionel Hillard announced the Fast Track meeting today at 4:00 p.m.
 - c. Robert Lynn announced today is National HIV and Aging Awareness Day.
- IV. **Approval of the August 16, 2019 Minutes:** *John Dornheim motioned to accept the Planning & Priorities minutes. Robert Lynn seconded the motion. The motion passed with one abstention.*

Quorum was established at 9:17 a.m.
- V. **Finalize development and Approve the FY 2020 Standards of Care Draft for distribution for public comment:** The committee discussed and made final recommendations to the Draft FY 2020 Standards of Care for distribution on to the public for comments.

Motion: *John Dornheim motioned to accept the Draft for the FY 2020 Dallas Planning Area Service Standards & Delivery Guidelines. Venton Hill-Smith seconded the motion. The motion passed unanimously.*

- VI. **(Self-Referral vs. Structural Referral):** The committee had a lengthy discussion about the FY 2020 Dallas Planning Area Standards of Care & Service Delivery Guidelines for self-referral and agreed to add include the following criterion:
- *Client must be in care for a year.*
 - *Client must be trained on the services- Education HIV 101/Resources Training, Eligibility requirement.*
 - *Standardize Curriculum in Multiple Formats in English and Spanish.*
 - *Client must be undetectable.*

When clients complete the criteria a case manager can determine their readiness for self-referral. If a self-referred client requires additional help with services at any point they may follow up with a Case Manager.

The committee discussed tracking the success of self-referral.

Motion: Robert Lynn motion to approve the following criteria for Self-Referral to be included in the FY 2020 Dallas Planning Area Standards of Care & Service Delivery Guidelines.

- VII. **New Business:** N/A.
- VIII. **Adjournment:** *John Dornheim motioned to adjourn. Robert Lynn seconded the motion. The motion passed unanimously.*

The meeting was adjourned at 10:45 a.m.

Submitted by:

Annie Sawyer-Williams, Coordinator

Date

Draft Certified by:

Justin M. Henry, RWPC Health Planner

Date

Final Approval by:

John Dornheim, Chair
Robert Lynn, Vice Chair

Date

NEXT SCHEDULED MEETING
Wednesday, October 16, 2019 9:00 a.m.
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX