

EVALUATION COMMITTEE February 26, 2013 Minutes		
Charge: Evaluates whether provider services coincide with set service priorities, reviews all RFP's prior to their release, and evaluates the performance of the Administrative Agency and the Planning Council according to the goals of the Council.		
MEMBERS PRESENT		
Del Wilson, Chair David Thomas Stephen Inrig	Tom Emanuele, Vice Chair Phillip Scheldt Gregg Gunter	LaShaun Shaw Lori Davidson Suzan Stambaugh
MEMBERS ABSENT		
Osiris Wade		
RWPC STAFF PRESENT		
Felton Stevens, RWPC Manager	Crystal Flores, RWPC Planner	Jennifer Kendrick, RWPC Coordinator
GRANTS MANAGEMENT STAFF PRESENT		
Angi Jones, Quality Assurance Advisor Brenda Dennis, Quality Assurance Administrator	Dindi Matthews, Health Advisor	Joe Thekkekara, Program Monitor
OTHERS PRESENT		
Jennifer Hurn, RCD Ben Martinez, RWPC	Nell Gaither, Trans Pride Initiative	Helen Goldenberg, RWPC

- I. **Call to Order:** Chair, Del Wilson called the meeting to order at 3:05PM
- II. **Certification of Quorum:** Quorum was established and certified by Chair Del Wilson.
- III. **Introductions/Announcements:** The chair thanked committee members for attending the meetings. Del also announced that the RWPC is making an effort to cut back on phone usage and asked that if anyone needed to use their phone for urgent calls, texting, etc. that they please step outside.
- IV. **Approval of January 29, 2013 Minutes:** *Del Wilson moved to accept the minutes with the necessary corrections. Steven Inrig seconded the motion. The motion passed with a unanimous response.*
- V. **2012 Comprehension Plan Update:** Del reviewed the Comprehensive Plan Objective between Ryan White funded and non-funded providers, for the Evaluation Committee (Developing a plan and outcome for enhancing collaborations with three target areas). The Committee then focused on the first target area, housing. Lori Davidson provided background on the Integrated HIV Housing Project. Lori stated that there is opportunity for collaboration and asked the committee to think about what tools the IHHP project could develop to help the Ryan White funded provider's/case managers navigate/prepare to navigate the housing system. Lori also identified a need for an edit to the data reporting process in ARIES as a potential area of collaboration. Del asked Lori if she could provide more information to the committee highlighting other ways the Evaluation can help with the IHHP project. Lori stated that she would provide copies of the 2-3 outcomes from the IHHP plan that offer opportunities for collaborations with the Evaluation committee and ask Helena from the Legacy Counseling Center to provide information on the Home Based for Housing program at the March meeting. Next the committee discussed the second target area, transportation. The committee decided that they would invite Stephen Pace to the April Evaluation committee meeting to discuss areas of potential collaboration with the RWPC. The committee then began to discuss the last target area, dental health. Lashaun Shaw informed the committee of areas of improvement within the dental care process. The committee stated that they would involve other dental organizations and key individuals (MLK Health Center/Joyce Tapley, Community Dental Clinic) and discuss opportunities at a later date.

VI. Adjournment: The meeting was adjourned at 4:32 PM

Submitted by:

Jennifer Kendrick, RWPC Coordinator

Date

Draft Certified by:

Felton Stevens, RWPC Manager

Date

Final Approval by:

**Del Wilson, CHAIRPERSON or
Tom Emanuele, Vice-Chairperson**

Date

NEXT SCHEDULED MEETING
Tuesday, March 26, 2013 3:00 p.m.
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX