

PLANNING AND PRIORITIES (P&P) COMMITTEE

May 29, 2013

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.

MEMBERS PRESENT

Cora Giddens, Chairperson
Ben Martinez
Virginia Franco

Allen Peden
Sonny Blake

Demetria Bryan
Woldu Ameneshoa

MEMBERS ABSENT

Brent Pimentel, Vice Chair
Stacie Greskowiak

Joyce Tapley

Nell Gaither

RWPC STAFF PRESENT

Crystal Flores, RWPC Planner

Jennifer Kendrick, RWPC Coordinator

GRANTS MANAGEMENT STAFF PRESENT

Angi Jones, Quality Assurance Advisor

Dindi Matthews, Health Advisor

Brenda Dennis, Quality Assurance Administrator

OTHERS PRESENT

Jennifer Hurn, RCD

Helen Goldenberg, RWPC/CCC

- I. Call to Order:** Cora Giddens – Chair called the meeting to order at 9:07 a.m.
- II. Certification of Quorum:** Quorum was established and certified by Cora Giddens, Chair.
- III. Introductions/Announcements:**
- a. Ben Martinez announced that the Consumer Council Committee will be hosting a community Forum at Parkland-Amelia Court 1st floor Auditorium. The Forum is titled HIV and Aging and will be held on June 26, 2013 from 2pm-4pm.
 - b. Helen Goldenberg announced that she along with staff from the Home Base for Housing program had the opportunity to speak with the Association of Boarding Homes. They were able to educate and hopefully open up future housing opportunities for consumers.
 - c. Cora Giddens reminded everyone to keep all cell phone usage to a minimum.
- IV. Approval of May 15, 2013 Minutes:** *Ben Martinez to approve the minutes as written. Demetria Bryan moved seconded the motion. The motion passed unanimously.*
- V. 2013 HIV Needs Assessment Contingency Plan:** Crystal Flores reminded the committee that the current grant award is a partial award. This means that if the remaining funds are not allocated before it is time to complete the 2013 Needs Assessment, it will have to be completed by the RWPC Staff instead of an outside contractor. She also reminded that they needed to decide upon which target populations they would like to focus on, approve the timeline, and review the survey questions for approval. The committee decided to focus on the following target populations for the 2013 HIV Needs Assessment:

1. African American Men and Women
2. Hispanic Men and Women
3. Men who have sex with Men (MSM)
4. Transgender Population (Male to Female)

Ben Martinez made a motion to remove “who are 45 years of Age or Older” from the MSM category and add Transgender Population (male to female) as the fourth target population. Allen Peden seconded the motion. The motion passed unanimously.

The committee then proceeded to review the Contingency Plan timeline. Sonny Blake made a motion to approve the 2013 HIV Needs Assessment contingency timeline. Demetria Bryan seconded the motion. The motion passed unanimously.

Next, the committee reviewed the survey questions. The committee recommended that the survey questions should consist of the survey questions used in the last Needs Assessments (Draft attachment #2) as well as adding questions addressing medical seeking behaviors and drug/substance abuse (amended draft attachment # 4 “Medical Seeking Behavior”). Sonny Blake made a motion to use Draft Attachment number 2 and questions 1-4,7-8, and 18-19 from the Medical Seeking Behavior attachment. Demetria Bryan Seconded the Motion. The motion passed unanimously.

VI. Adjournment: The meeting was adjourned at 10:03 a.m.

Submitted by:

Jennifer Kendrick, RWPC Coordinator

Date

Draft Certified by:

Crystal Flores, RWPC Planner

Date

Final Approval by:

Cora Giddens, Chairperson
Brent Pimentel, Vice Chair

Date

NEXT SCHEDULED MEETING
Wednesday, June 19, 2013 9:00 a.m.
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX