

PLANNING AND PRIORITIES (P&P) COMMITTEE

November 20, 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

Brent Pimentel, Vice Chair	Ben Martinez	Woldu Ameneshoe
Stacie Greskowiak	Sonny Blake	Paula Witherspoon
Nell Gaither	Virginia Franco	

MEMBERS ABSENT

Demetria Bryan	Cora Giddens, Chairperson	Joyce Tapley
Allen Peden		

RWPC STAFF PRESENT

Crystal Flores, RWPC Manager

GRANTS MANAGEMENT STAFF PRESENT

Angi Jones, Quality Assurance Advisor	Glenda Blackmon-Johnson, Program Monitor
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OTHERS PRESENT

Jennifer Hurn, RCD	Helen Goldenberg, CCC VC	Lynn Schultz, New Solutions, Inc.
Sylvia Moreno RN, Parkland		

- I. **Call to Order:** Brent Pimentel, Vice-Chair called the meeting to order at 9:09 a.m.
- II. **Certification of Quorum:** Quorum was established and certified by Brent Pimentel, Vice-Chair.
- III. **Introductions/Announcements:**
 - a. Brent Pimentel announced his new position as Program Manager at the TX/OK AIDS Education & Teaching Center. Due to a potential conflict of interest, he will not be able to continue as Vice-Chair of Planning and Priorities and must withdraw his application for the committee chair. Currently, the RWPC staff is meeting with DCHHS and PHHS administration to determine if he can remain on P&P as a member.
 - b. Jennifer Hurn stated that Resource Center Dallas is still accepting both food and monetary donations to its Food Pantry. Inquiries or suggestions can be sent to either her or the RCD Food Pantry Supervisor, Daniel Sanchez. Items can be dropped off at the RCD or at the Food Pantry itself. In addition, recently the RCD compiled a list of possible volunteer activities for groups that would benefit the Food Pantry. These suggestions can also be obtained through the RCD volunteer coordinator, Deborah Cavazos.
 - c. Nell Gaither announced that 12/14/2013 will be the date of the 2nd Annual Transgender Health Fair (Out Healthy Fair 2013) which will take place from 8am to 3pm at 2201 Inwood Road, Dallas, TX. Information and links about the event can be found at www.transpride.org. Parking will be free. Flyers were available at the meeting and can be obtained from Nell.
 - d. Nell Gaither reminded the committee that 11/20/2013 also marked the international Transgender Day of Remembrance and asked for a moment of silence for those transgendered individuals who had been victims of violent crime over the past year.
- IV. **Approval of October 16, 2013 Minutes:** *Sonny Blake made a motion to approve the amended minutes. Nell Gaither seconded the motion. The motion passed unanimously with no abstentions.*
- V. **2013 Needs Assessment Update:** Lynn Schultz of New Solutions was formally introduced as the representative of the vendor contracted to produce the 2013 Needs Assessment. She reviewed the progress made on the assessment since the October meeting. Currently, the Epidemiologic Profile is in progress, and a formal request has been sent to the TX Dept of State Health Services for information to further elucidate possible gaps. Lynn reported that the NA Workgroup has a very large response and after the initial meeting, the decision was made to assign Workgroup members to smaller subgroups. This will increase focus on specific issues and allow members to become involved in the areas which they have the greatest interest. Lynn reviewed the final version of the Consumer Survey with the committee and gave a special thanks to Manisha Maskay of AIDS Arms for her substantial help and input with the Survey. The English reading of the Survey itself has been completed currently, and the Spanish version is expected to be finished within days. Finally, Lynn reviewed the proposed Focus Groups for the NA. Currently, the plans are to have two focus groups composed of case managers from various agencies. After the preliminary results of the Consumer Survey are completed,

a third focus group will be formed consisting of consumers. The primary purpose of this focus group will be to close gaps found in the preliminary Survey results.

Lynn pointed out two areas needing further attention currently. There is still a need for Out-of-Care (OOC) consumers. In order to facilitate this area, New Solutions will offer gift card incentives to both the consumer and the person who refers them once the consumer has finished the Survey. Lynn sent this incentive to the providers on 11/18/2013. In addition, Lynn has found the Resource Center of Dallas does not intend to update the Resource Directory and will not be continuing the project. At the current time, no new vendor has been found for the Directory.

- VI. 2014 Continuum of Care:** Brent Pimentel reviewed the changes made to the Continuum of Care document thus far. No new changes were suggested. One issue had follow-up from the October meeting concerning the possible use of State ADAP funds for insurance premium payment. At the current time, DSHS has not made any changes to the State ADAP program, so the COC will not be changed.

Paula Witherspoon made a motion to approve the 2014 Continuum of Care with the recommended changes. Ben Martinez seconded the motion. The motion passed unanimously with no abstentions.

- VII. 2012 Comprehensive Plan Update:** Crystal Flores and Lynn Schultz updated the committee about the peer navigation/peer mentor project. Two questions have been added to the Consumer Survey in the 2013 NA to further assess this area. Further discussion will happen once the Survey results are done.

- VIII. Adjournment:** The meeting was adjourned at 10:06 a.m.

Submitted by:

Brent Pimentel, P&P Vice-Chair

Date

Draft Certified by:

Crystal Flores, RWPC Manager

Date

Final Approval by:

Cora Giddens, Chairperson
Brent Pimentel, Vice Chair

Date

NEXT SCHEDULED MEETING
Wednesday, December 18, 2013 9:00 a.m.
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX