

**PLANNING AND PRIORITIES (P&P) COMMITTEE**

March 19, 2014

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**

Ben Martinez Allen Peden, Vice Chair	Demetria Bryan Nell Gaither	Stacie Greskowiak	Sonny Blake, Chairperson Virginia Franco
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**MEMBERS ABSENT**

Waldy Amenshoa	Cora Giddens	Paula Witherspoon
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**RWPC STAFF PRESENT**

Crystal Flores, RWPC Manager	Andrew Wilson, RWPC Planner	Alexis Hunter, RWPC Coordinator
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**GRANTS MANAGEMENT STAFF PRESENT**

Angi Jones, Quality Assurance Advisor Shibu Sam, PM	Lynn Smith- Clay, GMO Rashida Francis, PM	Glenda Blackmon-Johnson, PM Dindi Matthews, Health Advisor
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**OTHERS PRESENT**

Brent Pimentel, AETC Dorothy Robinson, Community Dental Janet Foster, Parkland	AnDrou Hatchett, ULGD Jennifer Hurn, RCD	Piper Duarte, Parkland Ranessa Thashey, AIDS Arms
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- I. **Call to Order:** Sonny Blake, Chair called the meeting to order at 9:10 A.M.
- II. **Certification of Quorum:** Quorum was established and certified by Sonny Blake, Chair.
- III. **Introductions/Announcements:**
  - a. Chair Sonny Blake reminded everyone to turn off/silent pagers and/or cell phones for the duration of the meeting and to limit texting. If a phone call needed to be placed, he asked that it is done outside of the room.
  - b. Nell Gaither announced that on Sunday, March 23, 2014, there will be Affordable Care Act Health Insurance Enrollment Information Session at the Interfaith Peace Chapel located at 5910 Cedar Springs in Dallas, Texas. The event will be held from 5:00 P.M. -6:30 P.M. This event is being organized by "Out to Enroll", a LGBT advocacy group for enrollment. The LGBT liaison from the White House will be in attendance along with representatives from Out to Enroll and the Center for American Progress. Nell asked anyone if there were any known available patient navigators or CAC's who would be willing to participate.
  - c. Ben Martinez announced the South Dallas AIDS Walk that will be held on Saturday, March 22, 2014 at St. Philips School and Community Center located at 1600 Pennsylvania Avenue Dallas, TX. Registration begins at 8:00 A.M. and the walk will start at 10:00 A.M. The CCC will have a booth at the event.
  - d. Dorothy Robinson, Community Dental introduced herself as the new Special Projects Coordinator at Community Dental.
  - e. Stacie Greskowiak announced that the DIFFA Gala will be held on Saturday, March 29, 2014 at the Omni Hotel. For more information visit [www.diffadallas.org](http://www.diffadallas.org).
- IV. **Approval of February 19, 2014 Minutes:** *Nell Gaither made a motion to approve the minutes. Ben Martinez seconded the motion. The motion passed unanimously with no abstentions.*
- V. **2015 Priority Setting Presentation:** Crystal Flores, RWPC Manager gave a presentation and reviewed the contents of the FY 2015 Priority Setting Process Guide. The guide includes a brief explanation of the process based on HRSA's definitions and tasks, the Dallas EMA counties, descriptions of Part A, Part B, State Services, and MAI funding, needs assessment data, unduplicated client utilization of services from ARIES, updated expenditure data, past three year rankings, and the ballots for FY 2015. The most up to date data was provided. The FY 2015 Priority Setting Process Presentation included:
  - a. RWPC Mission and Vision
  - b. Priority Setting Objectives & Process
  - c. Things to Remember
  - d. Description of the Dallas Planning Area
  - e. FY 2013 Comprehensive Needs Assessment Information
  - f. CY 2011-2013 Unduplicated Client Utilization Data

- g. FY 2012 Final Expenditure Data & most recent FY 2013 Expenditure Data
- h. FY 2014 Continuum of Care
- i. FY 2012-2014 Service Category Rankings
- j. FY 2015 Priority Ranking Ballots

Members will submit their FY 2015 Priority Setting Ballot on April 16, 2014. Members will receive the FY 2015 Planning Guide and ballot electronically in order to prepare prior to the April 16, 2014 meeting. Crystal Flores, RWPC Manager encouraged members to read the “Treatment Cascade” Section of the Final FY 2013 Comprehensive HIV Needs Assessment prior to completing the ballot for the FY 2015 Priority Setting Ranking.

**VI. 2012 Comprehensive Plan Update:** Sonny Blake, Chair recommended to table this agenda item.

**VII. Adjournment:** The meeting was adjourned at 10:06 A.M.

Submitted by:

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Alexis Hunter, RWPC Coordinator

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Date

Draft Certified by:

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Crystal Flores, RWPC Manager

\_\_\_\_\_  
Date

Final Approval by:

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Sonny Blake, Chairperson  
Allen Peden, Vice Chair

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Date

NEXT SCHEDULED MEETING  
Wednesday, April 16 2014 9:00 a.m.  
Hickman Conference Room, 2<sup>nd</sup> floor  
Dallas County Health and Human Services Building  
2377 N. Stemmons Freeway, Dallas, TX