

PLANNING AND PRIORITIES (P&P) COMMITTEE

June 19, 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

Allen Peden	Demetria Bryan	Brent Pimentel, Vice Chair
Ben Martinez	Sonny Blake	Woldu Amenshosa
Nell Gaither		

MEMBERS ABSENT

Joyce Tapley	Stacie Greskowiak	Cora Giddens, Chairperson
Virginia Franco		

RWPC STAFF PRESENT

Crystal Flores, RWPC Planner	Jennifer Kendrick, RWPC Coordinator
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GRANTS MANAGEMENT STAFF PRESENT

Angi Jones, Quality Assurance Advisor	Dindi Matthews, Health Advisor	Brenda Dennis, Quality Assurance Administrator
Glenda Blackmon-Johnson, Program Monitor		

OTHERS PRESENT

Jennifer Hurn, RCD	Helen Goldenberg, RWPC/CCC	Michelle Anderson, AHF
Bret Camp, AHF	Robert Baxter, DCHHS	Sylvia Moreno RN, Parkland

- I. **Call to Order:** Brent Pimentel – Vice Chair called the meeting to order at 9:05 a.m.

- II. **Certification of Quorum:** Quorum was established and certified by Brent Pimentel, Vice 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 will be holding an HIV 101 for organizations that provide housing and will take place on June 24 from 11:30-1:00pm.
 - c. Nell Gaither announced that the Dallas County Commissioners Court passed a resolution making June Pride month. There are still three events remaining:
 - 1. June 19, 2013 10-4 LGBT Family Day at the Dallas Zoo.
 - 2. Saturday June 22 is Rainbow Family Day at the Dallas Library.
 - 3. June 29- Give back to the city project @ the Stewpot.
 - d. Brent Pimentel announced that June 27, 2013 is National HIV Testing Day.
 - e. Brent Pimentel announced that the Social Security Administration (SSA) announced that transgendered individuals are now able to change their gender markers in the SSA.

- IV. **Approval of May 15, 2013 Minutes:** *Sonny Blake made a motion to approve the minutes as written. Demetria Bryan seconded the motion. The motion passed unanimously.*

- V. **How Best to Meet the Priority:** Funded service provider responses regarding the How Best to Meet the Priority special instructions were received by the QM team. In light of the amount of time needed to review, discuss, and provide feedback, it was suggested to table the item until the next meeting. ***Brent Pimentel made a motion to table the action item until the next month. Nell Gaither seconded the motion. The motion passed.***

- VI. **Care Coordination Ad Hoc Committee Recommendations:** One of the proposed recommendations from the Care Coordination Ad Hoc Committee included changes to the Eligibility Requirements Document. Those recommendations were sent to the Evaluation Committee and subsequently forwarded to the Planning and Priorities committee. The Planning and Priorities committee then forwarded the recommendations to the Administrative Agency. Dindi Mathews gave a report on new additions to the document. Several committee members and audience members recommended the following changes to the documents:
 - 1. Consider adding P-24 antigen test to the list referenced in the fourth bullet point under “1. Proof of HIV/AIDS diagnosis must be verified by one of the following:”.
 - 2. In the 5th bulletin under “2. Proof of residency within...”, change “delivered” to “dated”.

3. In the 3rd bulletin under “3. Proof of income must...”, change “sixty” to “thirty”.
4. Under Conditional eligibility. Change the last sentence to read, “Service provider may be reimbursed for the first thirty (30) days of service in urgent need situations where eligibility documentation is missing.
5. Add the following definition for “urgent”: An urgent need is a situation that is likely to become and emergency need if not addressed within thirty (30) days.

The committee and audience members were reminded that this document was drafted from the recommendations developed by the Care Coordination Ad Hoc committee, the Evaluation Committee, the Planning and Priorities committee. Today’s presentation from Dindi Matthews was a report on the changes made to the Eligibility Requirement document. The recommendations given during the meeting will be considered for implementation and reported on at next month’s meeting.

VII. 2012 Comprehensive Plan Update: Crystal Flores reminded the committee members that under Goal 2: Objective 3 of the Comprehensive HIV Health Services Plan, they were tasked with evaluating the feasibility of implementing a consumer peer post-test counseling program in the Dallas Planning Area. The committee agreed to conduct a community assessment in order to identify: the environment and circumstances affecting the HIV+ community, gaps in care, the perception of the clients that are falling through these gaps, and where peer navigators can help. The assessment was given in the form of a survey distributed to consumers, funded providers and non-funded providers. Crystal then presented and provided committee members with a copy of the results of the community assessment. The committee was then reminded that the next step is the development of the Post-Test Counseling Peer Navigation program.

Jennifer Kendrick then reminded the committee that under Goal 5: Objective 1 of the Comprehensive HIV Health Services Plan, the committee was tasked with identifying the three (3) highest reporting entities for HIV + individuals with a detectable viral load and are co-infected with syphilis. Jennifer presented the committee with data received from the Department of State Health Services. She then reviewed the next action step and party responsible for the task as outlined in the Comprehensive Plan.

VIII. 2013 HIV Needs Assessment Update: The committee was given a document from Lori Davidson that included her recommendations regarding the questions concerning housing. The committee was tasked with reviewing Lori’s suggestions as well as the remainder of the needs assessment survey questions and be prepared to discuss at the next committee meeting. Documents needed for discussion and review will be emailed prior to the July meeting. *Brent Pimentel also suggested that Data sources for the Priority Setting Process be added as an agenda item in the next coming months.*

IX. Adjournment: The meeting was adjourned at 10:48 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, July 17, 2013 9:00 a.m.
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX