

EVALUATION COMMITTEE March 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	LaShaun Shaw	Gary Benecke
David Thomas	Phillip Scheldt	Lori Davidson
Stephen Inrig	Gregg Gunter	Suzan Stambaugh
MEMBERS ABSENT		
Tom Emanuele, Vice Chair		
RWPC STAFF PRESENT		
Felton Stevens, RWPC Manager	Crystal Flores, RWPC Planner	Jennifer Kendrick, RWPC Coordinator
GRANTS MANAGEMENT STAFF PRESENT		
Angi Jones, Quality Assurance Advisor Dindi Matthews, Health Advior Brenda Dennis, Quality Assurance Administrator		
OTHERS PRESENT		
Jennifer Hurn, RCD	Nell Gaither, Trans Pride Initiative	Helen Goldenberg, RWPC
Helena Davidson, Legacy Counseling		Melissa Grove, Legacy Counseling

- 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:** Helen announced that she will be teaching Diabetes Education Classes on the first 4 Mondays in April at Spence Garden Apartments. Incentives for attending all 4 classes include a raffle of a new laptop, gift card and other prizes. Jennifer Kendrick announced that all committees will be taking a committee photo during the month of April on the meeting date.
- IV. **Approval of February 26, 2013 Minutes:** *Gregg Gunter moved to accept the minutes with the necessary corrections. Phillip Scheldt 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: Housing, Transportation, and Oral Health/Dental). Housing was discussed at the March meeting, Transportation will be discussed at the April committee meeting, and Oral Health/Dental services will be discussed at the May meeting. Gregg Gunter made a suggestion to invite Mary Grensfelder to the April Evaluation meeting so that she could do a brief presentation on the "Community Transportation Network". Del reminded the committee that they invited Lori Davidson, Helena Davidson and Melissa Grove to speak on collaborative opportunities with Housing. Lori Davidson briefly discussed the executive summary of the Integrated HIV/AIDS Housing Plan Strategy as well as presented a plan for enhanced collaborations between the RWPC and Legacy's Homebase for Housing Program. Next, Melissa Grove briefly provided the background, purpose, goals and recent accomplishments of the Homebase for Housing program. Melissa also briefly discussed plans for a Housing Based Training Module to be implemented on the new Homebase for Housing website. Next Helena Davidson briefly discussed the process involved in intake/ qualifying for the Homebase for Housing Program. Helena then unveiled the new Homebase for Housing website to the committee.
- VI. **Adjournment:** The meeting was adjourned at 4:18 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, April 23, 2013 3:00 p.m.
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX