

PLANNING AND PRIORITIES (P&P) COMMITTEE

July 17, 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	Woldu Ameneshoa	Virginia Franco
Nell Gaither	Cora Giddens, Chairperson	

MEMBERS ABSENT

Joyce Tapley	Stacie Greskowiak	Sonny Blake
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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
Glenda Blackmon-Johnson, Program Monitor	

OTHERS PRESENT

Jennifer Hurn, RCD	Helen Goldenberg, RWPC/CCC	Jai Makokha, RCD
Bret Camp, AHF	Robert Baxter, DCHHS	Sylvia Moreno RN, Parkland
David Thomas, Bryans House	Manisha Maskay, AIDS Arms, Inc.	Gary Benecke, RCD

- I. **Call to Order:** Cora Giddens –Chair called the meeting to order at 9:02 a.m.

- II. **Certification of Quorum:** Quorum was established and certified by Cora Giddens, Chair.

- III. **Introductions/Announcements:**
 - a. Jennifer Kendrick announced that Crystal Flores was named the RWPC Manager.
 - b. Mr. Shibu Sam was named the new Program Monitor.

- IV. **Approval of June 19, 2013 Minutes:** *Ben Martinez 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:** The committee reviewed and discussed the How Best to Meet the Priority provider responses. During the discussion, David Thomas of Bryan’s House recommended removing the special instruction for the Child Care Services that states “ Evaluate options for providing child care at medical clinics to encourage clients (especially women) to attend medical appointments” with the rationalization that funding for Medicaid Part D had been cut in September 2012. After a brief discussion on the issue the committee decided to leave the special instruction in the document. *Ben Martinez made a motion to accept the 2014 How Best to Meet the Priority document as presented. Demetria Bryan seconded the motion. The motion passed.*

- VI. **2013 Needs Assessment Plan:** The committee reviewed and discussed the 2013 Comprehensive Needs Assessment Timeline and the following sections of the 2013 Comprehensive Needs Assessment Request for Proposal: Objectives of the needs assessment, scope of services, deliverables, and coordination, collaboration, and evaluation. The committee made the following edits:
 - a. In order to widen the scope of the needs assessment, the committee added “In addition to the TEA requirements, the needs assessment will include areas not necessarily funded through Ryan White, encompassing wellbeing and quality of life for the PLWH community.”
 - b. Under the 2013 Needs Assessment goals, the committee agreed to delete the sentence “ In addition, an evaluation of the Case Management Intake System (Care Coordination System) will be evaluated, in order to enhance access and reduce barriers to care.) and add “Identify and evaluate probable impact of health care reform on Ryan White enrollment and types of services most needed after PLWHA enroll in expanded Medicaid Programs or health insurance exchanges/marketplaces.” as goal number 5. *Demetria Bryan made a motion to remove the “in addition to” sentence in goal number 4 and add Goal number 5. Brent Pimentel seconded the motion. The motion passed unanimously.*

- c. Under the Priority Populations section, the committee decided to change “Transgender Population “ to “Transgender Persons” *Demetria Bryan made a motion to accept the presented priority populations . Brent Pimentel seconded the motion. The motion passed unanimously.*
- d. Under the deliverables section, the committee agreed to leave the section as presented. *Allen Peden made a motion to accept the deliverables presented. Demetria Bryan seconded the motion. The motion passed.*
- e. Under the Coordination, Collaboration, and Evaluation section, the committee decided to remove “The Care Coordination Ad Hoc Committee” from the document. *Demetria Bryan made a motion to accept the section with the recommended changes. Brent Pimentel seconded the motion. The motion passed.*

Brent Pimentel made a motion to accept the recommended changes to the RFP as outlined in the document. Demetria Bryan seconded the motion.

VII. Priority Setting Process Data Sources: The committee was given a copy of the Priority Setting Process data sources that they received the previous year. The committee was tasked with reviewing the document and making a list of data sources in addition to the ones presented that would be useful in the priority setting process. The committee members present did not have any additions.

VIII. 2012 Comprehensive Plan Update: *Demetria Bryan made a motion to table the discussion item until next month’s meeting. Brent Pimentel seconded the motion. The motion passed.*

IX. Adjournment: The meeting was adjourned at 10:47 a.m.

Submitted by:

Jennifer Kendrick, RWPC Coordinator

Date

Draft Certified by:

Crystal Flores, RWPC Manager

Date

Final Approval by:

Cora Giddens, Chairperson
Brent Pimentel, Vice Chair

Date

NEXT SCHEDULED MEETING
Wednesday, August 21, 2013 9:00 a.m.
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX