

PLANNING AND PRIORITIES (P&P) COMMITTEE

September 18, 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

Cora Giddens, Chairperson	Demetria Bryan	Brent Pimentel, Vice Chair
Stacie Greskowiak	Sonny Blake	Allen Peden
Nell Gaither	Woldu Ameneshoa	Virginia Franco
Joyce Tapley	Paula Witherspoon	

MEMBERS ABSENT

RWPC STAFF PRESENT

Crystal Flores, RWPC Manager Jennifer Kendrick, RWPC Coordinator

GRANTS MANAGEMENT STAFF PRESENT

Angi Jones, Quality Assurance Advisor Sam Shibu, Program Monitor
Glenda Blackmon-Johnson, Program Monitor

OTHERS PRESENT

Jennifer Hurn, RCD	Helen Goldenberg, RWPC/CCC	Bryant Porter, AIDS Arms, Inc.
Gregg Gunter, RWPC Chairperson	Sylvia Moreno RN, Parkland	

- I. **Call to Order:** Cora Giddens –Chair called the meeting to order at 9:01 a.m.

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

- III. **Introductions/Announcements:**
 - a. Cora Giddens welcomed our newest committee member, Paula Witherspoon.
 - b. Cora Giddens reminded committee members to complete the online orientation course and give the certificate of completion to the RWPC staff as soon as possible.
 - c. Cora Giddens also announced her term as P&P Chair will end in January 2014. Applications for leadership positions in all standing committees as well as RWPC chair and vice chair are currently available at the RWPC website and due by October 31, 2013 for interested members.
 - d. Crystal Flores reported that Jennifer Kendrick, RWPC coordinator, has accepted a new job and is leaving DCHHS. At that point, there will be two vacancies in the RWPC staff, so she is soliciting volunteer help in the interim.
 - e. Jennifer Hurn at RCD discussed the ongoing issue of funding cuts to food stamps and government-subsidized food. These cuts are reducing the available supply at the RCD food pantry. The pantry is looking for alternative sources of both food and funding, and she will update as needed. Any ideas for help would be appreciated as well. Donations can be left both at the pantry and at the RCD office, and non-perishable items are preferred.
 - f. Joyce Tapley of MLK Health Clinic reported the recent receipt of a new federal grant allowing the construction of a comprehensive medical and dental clinic in Balch Springs. She will keep the committee updated as planning progresses. The ultimate goal is to provide all the same services at both sites.

- IV. **Approval of August 21, 2013:** *Sonny Blake made a motion to approve the minutes as written. Paula Witherspoon seconded the motion. The motion passed unanimously with no abstentions.*

- V. **2013 Needs Assessment Update:** Crystal reviewed the Needs Assessment Timeline with the committee and reported that things are currently on schedule. The RFP was approved by the commissioner’s court on September 10, 2013 and posted on September 16, 2013. Bids for the contract are due from providers on October 2, 2013, and the ERC (External Review Committee) should make its final determination by October 7, 2013, and be ready to offer a contract to the preferred provider. At this point, the proposed start date for the contract is October 22, 2013, with a turnaround time of only four months, instead of the usual seven to eight months. Crystal then provided the final timeline for the 2010 Needs Assessment to illustrate this graphically and recommended the formation of a RWPC workgroup to assist with the task. Members interested in being a part of this workgroup should supply contact information to her, and she will then forward a master list to the agency who receives the final contract.

VI. 2014 Continuum of Care: Crystal Flores had provided the committee document. A discussion about making sure the document was trans-gender inclusive occurred. The decision was made to look more closely at the How Best to Meet the Priorities document first for this issue, and the matter will be an ongoing discussion. Sylvia Moreno, Parkland Hospital, did clarify that providers should be coding visits based on body part and diagnosis/procedure, but concern exists about trans-gendered individuals being refused appropriate medical care. Brent Pimentel reminded the committee that the Continuum of Care is meant to be broad and cover the entire spectrum of Ryan White care and cannot be too focused or restrictive. Jennifer Hurn, RCD, then brought up the issue of re-confirming Ryan White eligibility and requested allowing medical case managers to complete this process and bill for it. The issue had been raised in 2012 but no changes were made based on recommendations from the grant manager at that time. Cora Giddens recommended that the issue be revisited by the grants management office and also that the Ryan White staff investigate whether HRSA has given any guidance on this matter. The discussion is ongoing and will be revisited at the October 2013 meeting. Finally, the committee voted on adding an additional item to both medical and non-medical case management covering benefit counseling in regards to the new health insurance marketplace. The committee will revisit these topics in the October meeting and will be voting on the final version of the document

VII. 2012 Comprehensive Plan Update: *Brent Pimentel made a motion to move this topic to the October 2013 meeting due to the time. Sonny Blake seconded the motion. The motion passed unanimously with no abstentions.*

VIII. Adjournment: The meeting was adjourned at 10:10 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, October 16, 2013 @ 9:00 a.m.
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX