





















PLANNING COUNCIL



April 25, 2017

Minutes

PLANNING COUNCIL MEMBERS

	Stan Baker		Ted Lovato		Francine Pratt
	Jackie Bzostek		Paula McNeely		Sheryl Ross
	Tom Cassady		Mandy Mobley		Steven Stellner
	Don Clyburn		Ray Moore		Aaron Taylor
	Ana Colin Hernandez		Kellie Norcott		Charles Turner
	John Gonzales		Vera Parker		Judy Wenzel
			Randy Parsons		Lonnetta Wilson

PLANNING COUNCIL STAFF

	Gil Flores		Jamie Schield
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 = Present
  = Excused Absence
  = Unexcused Absence

Administrative Agency (AA) Staff Present: Lisa Muttiah, Renee Thomas, Renee Castoreno

Guests Present: Elizabeth Li (City of Fort Worth), John Reed (AIDS Healthcare Foundation - AHF), Michael Lummus, Danielle Davis (Tarleton State University), Nanci Headley (American Addiction Centers), Dr. Nathalie Jones (Tarleton State University), Bret Camp (AHF), Sharon Matland (AHF), Lauren Donnell (Samaritan House - SAM), Venette Meacham (SAM), Mel LeRoy (AIDS Outreach Center - AOC), Tamara Jones (DRC Solutions), Alex Ahasteen (AOC), Mukam Jendayi (Bridging The Gap - BTG), Shawna Stewart (AOC), Janel Holt (Tarrant County Community Development - TCCD), Kim Menke, RN (AHF)

I. Call to Order – Stan Baker, Chair

- a. Stan Baker called the meeting to order at 10:45 am.
- b. Stan asked people to introduce themselves and asked Planning Council (PC) members to denote their membership on the Planning Council and to which committee(s) they belong.
- c. Stan read the conflict of interest statement at the bottom of the agenda.
- d. Stan announced there were three people who had interviewed with PC Staff and members of the Executive Committee for membership on the Planning Council. These members were introduced and provided information on their backgrounds and interest:

- i. Michael Lummus – active consumer, former intern and member of the Allocations Committee.
- ii. Patrick Moore – young consumer, recently involved with HIV advocacy issues.
- iii. April Marek – HIV Consultant for the Texas Department of State Health Servis (DSHS) who works with the north central area of Texas. She will be the Ryan White Part B representative.
- e. Stan asked if there was a motion for all members to be voted on as one slate:
 - i. Steve Stellner, nominated / Judy Wenzel, second
 - ii. Unanimous vote by all members to approve the motion.
- f. Stan welcomed new members to the Planning Council.

II. Consent Agenda

- a. The March 28, 2017 meeting minutes were approved by consensus.

III. Reports

- a. Committee Updates
 - i. Allocations Committee – (Paula McNeely, Chair). There was no meeting in March. Committee is still waiting for final Part A funding. Meeting today will focus on policies and procedures.
 - ii. Comprehensive Planning Committee – (Lionnetta Wilson, Vice Chair). The committee did not meet this morning due to a lack of quorum. However, they met at a special meeting on April 10 to work on policies and procedures and the establishing Link to Care and Barriers to Care workgroups.
 - iii. Evaluation Committee – (Shawna Stewart, Vice Chair). The Committee is working on the Assessment of the Administrative Mechanism. The Committee has requested data from the AA on funding expenditures and returns. The Committee reviewed the DSHS mental health standards of care and submitted feedback.
 - iv. Positive Voices Coalition – (Tom Cassady, Vice Chair). The three input groups discussed the Positive Voices survey conducted by intern, Michael Lummus. Survey looked at how clients like to receive information and at how best to promote the input groups. He distributed flyers to agencies to promote the meetings. The May meeting of the three groups will be a combined meeting on Wednesday, May 3rd at noon.
- b. Planning Council Staff
 - i. Jamie Schield reported:
 - 1. The region had applied to the federal HIV/AIDS Bureau (HAB) for a waiver from the 75% of funds for core medical services. We are waiting their decision.
 - 2. Staff has been working on a new Playbill (handout to be used at meetings to describe what, how and why things are happening at the Planning Council meeting). It is currently at the Tarrant County Graphics Department.
 - 3. The Texas HIV Syndicate (statewide HIV planning group) will be meeting in Austin on May 8 and 9th.

c. Administrative Agency

i. Lisa Muttiah reported:

1. Two new agencies have been solicited to become providers of Substance Abuse Services in the region. There will be conference calls with stakeholders and the potential new agencies to discuss issues related to substance abuse issues and service needs. A second meeting will be with HIV+ person who either currently or formerly have been substance users.
2. The AA is very close to purchasing a new client-level care management data system which would replace the current ARIES (AIDS Regional Information and Evaluation System), locally. Data from the new system would be imported into the ARIES system.
3. DSHS has contracted with a provider to conduct interviews and gather data from around the state to look at how to improve administrative systems and functions. Hila Berl, who conducted a similar review for HAB on Planning Councils, will be part of the review process.

ii. Renee Thomas reported:

1. The ARIES system has been down for 3 days in order to migrate it to a larger server. This has been completed and now all users can enter and used data at any time.

IV. Planning Council Program

a. Innovative Methods To Use Technology – Dr. Nathalie Jones, Danielle Davis (intern) from Tarleton State University, Fort Worth Campus.

i. The objectives of the presentation were to:

1. Define and discuss technology use;
2. Application and integration of technology use in helping professionals;
3. Acknowledge and understand the impact of technology on individuals, organizations and agencies; and,
4. To implement technology in daily practice within the community and systems.

ii. The presenters provided specifics of platforms that might be most useful in addressing our client needs and those of agencies.

iii. The presenters answered many questions from the membership and provided contact information should specialized training be needed by those in attendance.

iv. Members were provided with a Technology Cheat Sheet.

V. Announcements

a. Dr. Jones has internships available.

b. Jamie provided members with pocket-sized referral books.


VI. Next Meeting

a. The next Planning Council meeting is scheduled for Tuesday, May 23, 2017 from 10:45 am – 11:45 am at Tarrant County Public Health.

VII. Adjournment

- a. The meeting was adjourned at 11:48 am.

Submitted by



Jamie Schield

Certified by



Stan Baker



LGBTQ S.A.V.E.S. fosters the well-being of LGBTQ students in the public schools of Fort Worth and surrounding communities by promoting safe, egalitarian, and supportive environments and policies. To that end, LGBTQ S.A.V.E.S. works to provide LGBTQ students and their families with resources related to LGBTQ issues, and with safe spaces for social and personal development.

We provide an array of free services, activities and events for school age youth. In order to provide all these free services we rely completely on donations and volunteers.

If you are interested in learning more about LGBTQ S.A.V.E.S., donate or volunteer please contact us.



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