




















**PLANNING COUNCIL**  
**April 26, 2016**  
**Minutes**

**PLANNING COUNCIL MEMBERS**

	Stan Baker		Victoria Langston		Francine Pratt
	Jackie Bzostek		Ted Lovato		Steven Stellner
	Tom Cassidy		Paula McNeely		Ron Stinson
	Don Clyburn		Ray Moore		Aaron Taylor
	John Gonzales		Kellie Norcott		Charles Turner
	Nicholas Keys		Randy Parsons		Judy Wenzel
					Lonnetta Wilson

**PLANNING COUNCIL STAFF**

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

**Administrative Agency Staff Present:** Margie Drake, Renee Thomas

**Guests Present:** Rhonda Rockwell (AHS), John Reed (AHF), Mel LeRoy (AOC), Michael Lummus, Shawna Stewart (AOC), Lauren Donnell (intern), Ana Colin-Hernandez (AOC), Rick Isaminger (SAM), Carol Creech (HELP), Michelle Rundles (TCCD), Omobola Mudasiru (intern), Vera Parker (ViiV), Bret Camp (AHF)

**I. Call to Order – Stan Baker, Chair**

- a. Stan called the meeting to order at 10:46 am and reminded everyone about conflict of interest disclosures.
- b. Stan asked people to introduce themselves and asked Planning Council members to denote their membership on the Planning Council and to which committee(s) they belong.

**II. Consent Agenda**

- a. The March 22, 2016 meeting minutes were approved by consensus.

**III. Planning Council Program**

- a. 2016-2019 Comprehensive Needs Assessment – Kellie Norcott
  - i. Kellie Norcott provided an overview of the needs assessment.
  - ii. Gil Flores distributed hard copies of the needs assessment and noted that the 2016-2019 Comprehensive Needs Assessment is now online.
  - iii. Kellie and staff thanked Bola Mudasiru and Lauren Donnell for all their work on the needs assessment.

- b. Administrative Agency Data Report – Renee Thomas
  - i. Renee Thomas provided the results of the AA's survey.
  - ii. Renee did note that some of the data requested (financial data) is already presented at the Allocations Committee meetings.
  - iii. Renee provided handouts of the presentation.

#### **IV. Reports**

- a. Committee Updates
  - i. Allocations Committee – Paula McNeely mentioned that there is not a lot happening at this time. There are no allocations or reallocations to make. The committee's meeting today will be a presentation on the allocation process.
  - ii. Comprehensive Planning Committee – Kellie Norcott reported that the committee finalized the 2016-2019 Comprehensive Needs Assessment. They have started working on the Integrated Comprehensive HIV Prevention and Care Plan which is due September 30, 2016. A workgroup was formed with representatives from housing, mental health, substance abuse, and prevention. Kellie noted that the committee will have final say on the plan.
  - iii. Evaluation Committee – Rick Isaminger shared that the committee met on April 14<sup>th</sup> and approved the Standards of Care for Outpatient Ambulatory Medical Care and Oral Healthcare. They are revising the standards for Medical Transportation and will finalize at their May 12<sup>th</sup> meeting. Also, the committee decided to look at 2015-2016 data for the Assessment of the Administrative Mechanism.
  - iv. Positive Voices Coalition – Ana Colin-Hernandez said that they are going to look at the good and bad of Positive Voices. This will be a project for a summer intern. She announced Adam Cruz as a new member of the committee. The May Positive Voices meetings will have pharmacy representatives providing speakers.
- b. Administrative Agency
  - i. Margie Drake reported that the AA is working on the 4-in-1 RFP that will be out in late August. The RFP is now a 3-year process.
  - ii. Margie said the AA is looking for External Review Committee members.
  - iii. Margie noted that they received partial Part C award, about 50% of the total to be received.
  - iv. The area just received its Part D carryover award (\$16,000).
  - v. The 2<sup>nd</sup> part of the Part A partial award should arrive in mid-May.
  - vi. The AA did receive \$41,000 for their centralized intake project.
- c. Planning Council Staff
  - i. Jamie Schield reported that the shift of interns is beginning. Those who have been interns this semester will finish within the next week or so. The new interns will begin later in May.

#### **V. Announcements**

- a. Carol Creech (HELP) announced that the next STI posters will be out in June, and they will have some in Spanish.

- b. Carol also said she had extra MSM brochures for those who want or need any.
- c. Carol added that HELP is collaborating with TCU to sponsor an STI and Youth conference on July 18, 2016. They will offer CEUs for nursing.
- d. Rhonda Rockwell (AHS) announced that Adult Health Services will be having their National HIV Testing Day event on July 25, 2016.

**VI. Next Meeting**

- a. The next Planning Council meeting is scheduled for Tuesday, May 24, 2016 from 10:45 am – 11:45 am at Tarrant County Public Health.

**VII. Adjournment**

- a. The meeting was adjourned at 11:37 am.

Submitted by

  
Gil Flores

Certified by

  
Stan Baker