

PLANNING COUNCIL
June 28, 2016
Minutes

PLANNING COUNCIL MEMBERS

	Stan Baker		Victoria Langston		Francine Pratt
	Jackie Bzostek		Ted Lovato		Steven Stellner
	Tom Cassady		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: Renee Thomas, Lisa Muttiah

Guests Present: Rhonda Rockwell (AHS), Mel LeRoy (AOC), Jennifer Searles (SAM), Michael Lummus (intern), Vera Parker (ViiV), Carol Creech (HELP), Jennings Stone (AHF), Ana Colin-Hernandez (AOC), Paige Gittings (intern), Komal Hirpara (intern), Nayan Patel (intern), Tammy McGhee (TCCD)

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.
- c. Stan informed the group of the nominations for officers. Paula McNeely was nominated for Chair Elect; Ted Lovato and Randy Parsons were nominated for Vice Chair; and Judy Wenzel was nominated for Parliamentarian. The elections will held at next month's meeting.

II. Consent Agenda

- a. The May 24, 2016 meeting minutes were approved by consensus.

III. Planning Council Program

- a. Texas HIV Syndicate – Jamie Schield

- i. Before beginning, Jamie introduced the four summer interns – Paige Gittings, Komal Hirpara, Michael Lummus, and Nayan Patel.
 - ii. He provided an overview and history of the Texas HIV Syndicate.
 - iii. Jamie noted several members of the Planning Council were also members of the Syndicate.
 - iv. Jamie added that those interested in joining the Syndicate can submit membership applications.
- b. Congregate Meals Program Update – Ted Lovato
 - i. Ted spoke to the group about the changes to the congregate meal program at Samaritan House.
 - ii. The program now will be open to any HIV+ individual who qualifies beginning July 1, 2016.
 - iii. Those interested and eligible must get a referral from their case manager. They will get a referral to Samaritan House and receive a meal card.
 - iv. Individuals must arrive between 11:30 am and 11:40 am, and be finished by 12:00 noon.
 - v. Those who wish to eat must make reservations at least 7 days in advance. Guest may accompany a person for a \$5 fee.
 - vi. Clients must opt for congregate meals or food pantry. Changes can only be made at their annual or 6-month recertification.
 - vii. Clients who miss 2 reservations will be dropped from the program.
 - viii. There was lots of discussion.
 - ix. Ana Colin-Hernandez expressed concern that the manner in which the program changes are being announced has a demeaning tone.
 - x. Ted replied that he was unaware and that it was not the intent. He noted that he will be more conscious of this.

IV. Reports

- a. Committee Updates
 - i. Allocations Committee – Paula McNeely mentioned that the committee will meet after this meeting to reallocate approximately \$4,000. Also, the committee is reviewing how they allocate funds.
 - ii. Comprehensive Planning Committee – There was no quorum, so no meeting this morning. The work group met last week and reviewed objectives and strategies.
 - iii. Evaluation Committee – Gil Flores shared that the committee approved the Standards of Care for Food Pantry and Congregate Meals. They reviewed the standards for Mental Health and Substance Abuse. Also, the committee was asked to re-review the standards for Medical Transportation due to the change in definition from HRSA. The committee has invited providers to attend the next meeting and bring their processes for prioritizing services. Also, the committee asked the interns to develop a survey to gather input from clients.
 - iv. Positive Voices Coalition – Ana Colin-Hernandez reported that the Thursday evening and Wednesday noon groups will be combined for a meeting on Wednesday, July 6th at noon to discuss Medical

Transportation. Ana added that there were concerns from clients regarding the changes to the congregate meals program.

- b. Administrative Agency
 - i. Renee Thomas provided the group with a presentation on service utilization data.
 - ii. Lisa Muttiah announced that the AA will be releasing the RFP in August.
 - iii. Lisa added that the AA is waiting to hear final word on the Part C and D grants.
 - iv. Also, the AA is conducting client satisfaction surveys through Mid-July. They hope to share the results with everyone in August.
- c. Planning Council Staff
 - i. Jamie Schield shared that the Planning Council is one of seven planning councils nationwide that will participate in face-to-face interviews with the group hired by HRSA to review how planning council function. This will occur July 6 – 8, 2016.

V. Announcements

- a. Victoria Langston announced that the Point of Entry Agreement Forms are ready.
- b. Carol Creech (HELP) announced that the quarterly STI posters, including the Spanish ones, are ready.
- c. Lisa Muttiah shared that today is Victoria's last day at JPS. She has accepted a position at AIDS Arms in Dallas.

VI. Next Meeting

- a. The next Planning Council meeting is scheduled for Tuesday, July 26, 2016. The time and location will be determined.

VII. Adjournment

- a. The meeting was adjourned at 11:50 am.

Submitted by


Gil Flores

Certified by


Stan Baker