

PLANNING COUNCIL
October 28, 2014
Minutes

PLANNING COUNCIL MEMBERS					
	Stan Baker		Victoria Langston		Francine Pratt
	Jackie Bzostek		Ted Lovato		Sylvia Rawlings
	Tom Cassidy		Paula McNeely		Steven Stellner
	Don Clyburn		Ray Moore		Ron Stinson
	Jenny Finley		Kellie Norcott		Charles Turner
	Jeff Hamilton		Mike Parker		Judy Wenzel
	David Henderson		Randy Parsons		Mark Wilson
PLANNING COUNCIL STAFF					
	Gil Flores		Jamie Schield		

 = Present
  = Excused Absence
  = Unexcused Absence

Guests Present: Rhonda Rockwell (AHS), Vera Parker (ViiV), Shawna Stewart (AOC), Omobola Mudasiru (intern), Danielle Cameron (JPS), Jennings Stone (AHF), Patrick Clay (UNTHSC), Margie Drake (AA), Lisa Muttiah (TCPH)

- I. **Call to Order** – Jackie Bzostek, Chair
 - a. Jackie called the meeting to order at 10:45 am and reminded everyone about conflict of interest disclosures.
 - b. Due to time needed for the speaker, Jackie asked that only new people introduce themselves. Gil Flores introduced Omobola Mudasiru, the Planning Council's intern from UNT Health Science Center.

- II. **Consent Agenda**
 - a. The September 23, 2014 meeting minutes were approved by consensus.

- III. **Planning Council Program**
 - a. Health Literacy and the Health Literacy Universal Precautions Tool Box
 - i. Anissa Carbajal-Diaz, MPH, CHES provided the presentation on Health Literacy.
 - ii. Pre- and post-tests were distributed along with other training materials.
 - iii. Anissa noted that UNT HSC can provide health literacy training for staff.
 - iv. Also, it was noted that all slides will be available to participants afterwards.

- v. There were some good questions about health literacy. In particular, people were surprised by the percentage of Americans who are considered not very health literate.

IV. Reports

- a. Committee Updates
 - i. Due to time limits, Jackie Bzostek mentioned that the Comprehensive Planning Committee is working on the needs assessment, the Evaluation Committee is working on the Assessment of the Administrative Mechanism, and the Allocations Committee is working to define what information and data they need for reallocations.
- b. Administrative Agency
 - i. Margie Drake said that the AA is having a HRSA site visit November 5-7. This will be for Parts B, C, and D.
 - ii. The AA continues its monitoring visits with agencies.
 - iii. The Part A grants application was submitted to HRSA.
 - iv. HRSA has decided not to combine Parts C and D at this time.
- c. Planning Council Staff
 - i. Gil Flores announced that the Planning Council will have an addition intern in the spring. Shelly Petr, a MPH student from UNT, will begin in January 2015.

V. Announcements

- a. Don Clyburn asked Lisa Muttiah to talk about viral load suppression. Lisa said that in working with the Texas HIV Syndicate, they group identified the top 8 agencies in the state with the greatest amount of viral load suppression. Two of them are in the north central Texas area – BCAR and JPS Healing Wings.
- b. Derwin Hall (Merck) announced a Lunch and Learn this Friday about patients co-infected with HIV and Hepatitis C. If interested, please contact him for an invitation.

VI. Next Meeting

- a. The next Planning Council meeting is Tuesday, November 25, 2014 from 10:45 am – 11:45 am at Tarrant County Public Health, 1101 S. Main Street, Fort Worth.

VII. Adjournment

- a. The meeting was adjourned at 12:01 pm.

Submitted by

Gil Flores