

CY 2012



Ryan White Planning Council of the Dallas Planning Area Year-End Report

The Ryan White Planning Council
& Standing Committees

RWPC Leadership:

Bret Camp: RWPC Chair (01/12 – 08/12)

Gregg Gunter: RWPC Chair (08/12 – 12/12)

Ben Martinez: RWPC Vice Chair

Cora Giddens: RWPC Vice Chair (10/12 – 12/12)

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Crystal L Flores

CY 2012



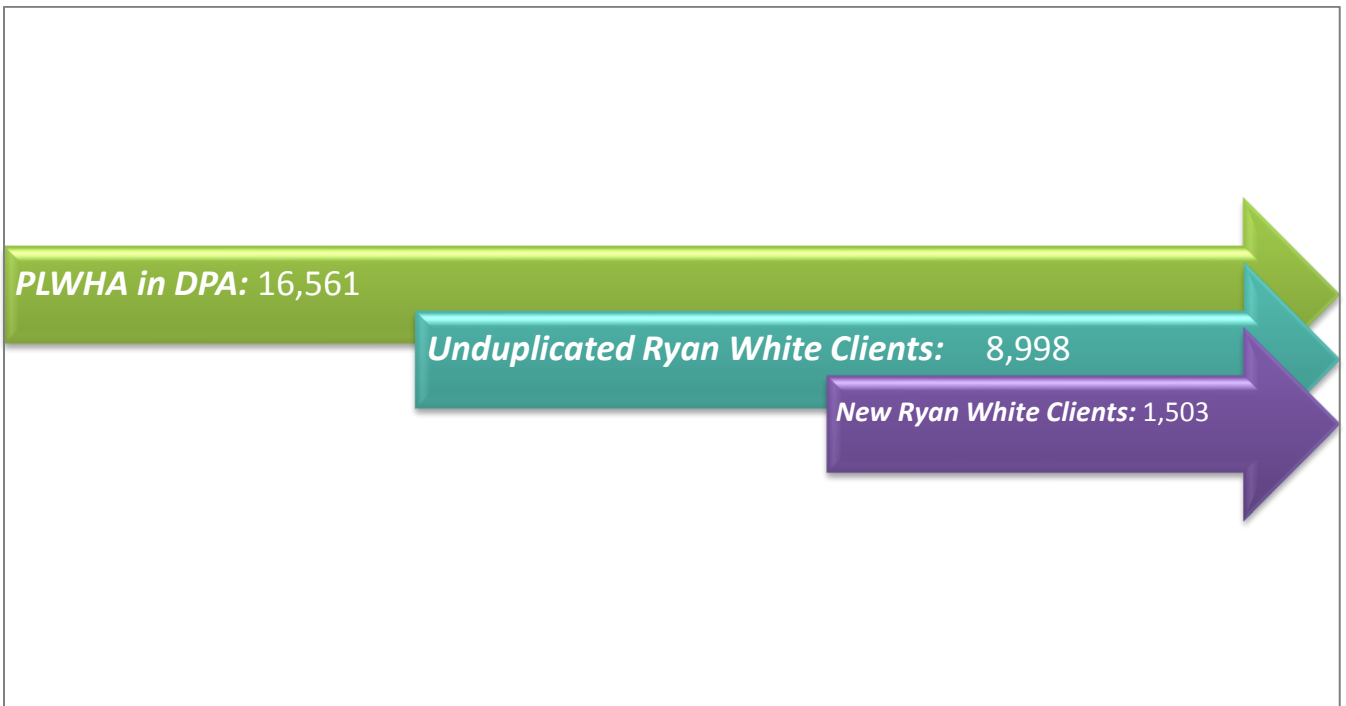
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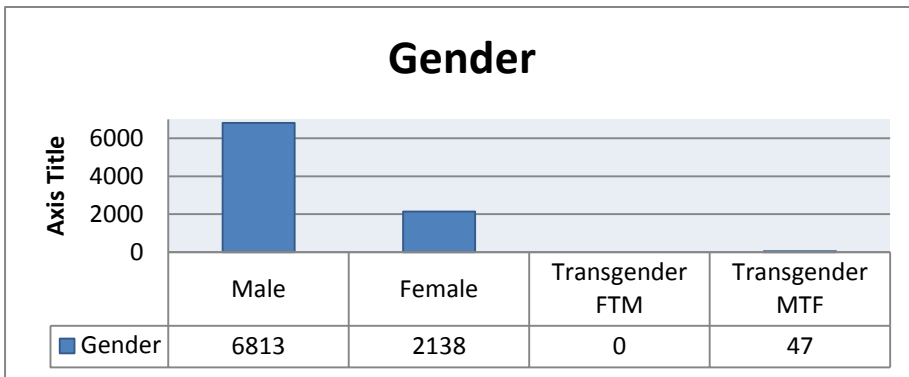
CY 2012 DPA Epidemiological Data:

Ryan White Clients:

The Dallas Planning Area (DPA) is committed to plan for the best integrated health care available to people currently living with HIV/AIDS. During January 1, 2012 – December 31, 2012, the Dallas Planning Area served approximately 8,998 unduplicated clients through Ryan White funding. There are approximately 16,561 people living with HIV/AIDS in the Dallas Eligible Metropolitan Area (EMA)¹, therefore approximately 54% of PLWHA in the DPA are receiving Medical and/or Support Services through Ryan White funding. Of the 8,998 unduplicated clients served in the Dallas Planning Area, 1,503 were new to receiving Ryan White services this year. These new clients make up 16.7% of our DPA, and the high number of new clients may be the result of recent testing initiatives that have been implemented locally, as well as being a transient population.



¹ Texas Department of State Health Services 2011 Epidemiological Data for the Dallas EMA

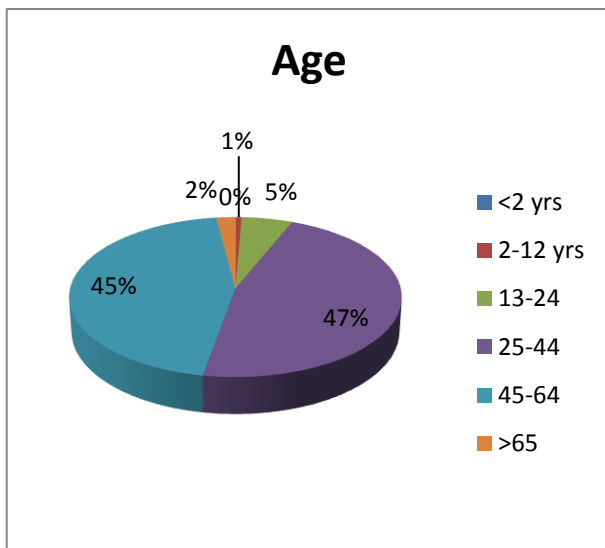
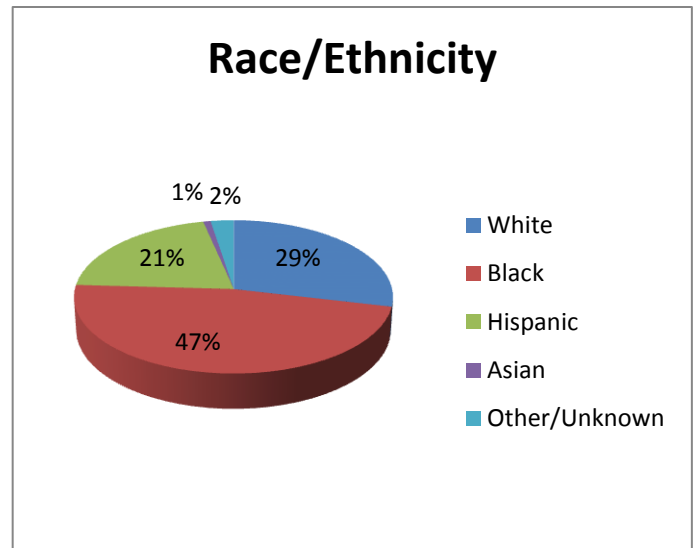


Gender:

The distribution of cases across sexes has been pretty consistent with other statistics. Over 75% of living cases have consistently been among males, 24% female and <1% Trans.

Race/Ethnicity:

It is clearly demonstrated that there is a disproportionate impact on African Americans as compared to the entire PLWHA community. During CY 2012, 47% of the services provided were to the African American community, as well as 29% white, and 21% Hispanic. Considering trends in the epidemic by race, it is clear that Ryan White services are mostly utilized by minority populations.



Age:

The age of PLWHA's in the Dallas region is increasing. Over 90% of the clients utilizing Ryan White services are between the ages of 25-64 years of age.

ARIES Data

<u>12' Priority Rank</u>	<u>Service Category</u>	<u>Units Served</u>	<u>Clients Served</u>
	<u>Core Services</u>		
1	Ambulatory/Outpatient Medical Care	47,532	4,491
2	Oral Health Care	10,955	1,792
3	AIDS Pharmaceutical Assistance	14,165	1,451
4	Medical Case Management	34,344	3,665
5	Early Intervention Services	4,355	272
6	Mental Health	2,613	470
7	Health Insurance & Cost Sharing Assistance	3,178	428
8	Substance Abuse	2,513	98
9	Home Health Care	225	16
10	Home & Community Based Health Care	218	6
	<u>Support Services</u>		
1	Food Bank	41,021	2,349
2	Non-Medical Case Management	61,855	4,501
3	Medical Transportation	29,949	1,876
4	Outreach – Lost to Care	3,737	1,424
5	Housing Based Case Management	909	126
6	Transportation – State Services	1,615	167
7	Congregate Housing	13,490	77
8	Home Delivered Meals	88,268	1,519
9	Legal Services	3,584	296
10	Day Respite Care for Children/Youth/Adults	2,362	9
11	Linguistic Services	3,895	156
12	Child Care Services	7,483	29
13	Respite Care for Adults	6,560	170
14	Child Care – State Services	7,483	29

This AIDS Regional Information and Evaluation System (ARIES) data was pulled for service dates 1/1/12 - 12/31/12 to reflect the impact of the Ryan White Planning Council's (RWPC) decisions. The RWPC, Administrative Agency and Ryan White funded providers are closely connected to the entire continuum of services available to address the HIV/AIDS epidemic through strong collaborative efforts with primary and secondary prevention, public health awareness, and treatment programs. Dallas uses Ryan White funds to create a continuum that eliminates gaps in the system, improves delivery of HIV medical care, and promotes services that support access and retention in care.

The RWPC places the highest priority on the core medical services by funding 10 of the 13 possible services. These core services comprise approximately 77% of 2012 Ryan White Part A, Part B and Minority AIDS Initiative (MAI) allocations, while supportive services utilized approximately 23% of funds. The majority of Ryan White funded services are located in Dallas County where 87% of PLWHAs reside.

Mission: *To optimize the health and well-being of people living with HIV/AIDS, through coordination, evaluation, and continuous planning, to improve the North Texas regional system of medical, supportive, and prevention services*

Vision:

The Dallas Planning Area will become a community that will provide the best integrated health care available to people currently living with HIV/AIDS in a community where new HIV infections are rare.

RWPC Staff Report:

The Ryan White Planning Council of the Dallas EMA is dedicated to improving the quality of life for those infected and/or affected by HIV/AIDS, and to ensuring that members of our community play lead roles in assessing and planning for HIV resources. The Planning Council has served the Dallas Planning Area’s 12 counties for nearly 21 years, while focusing on the enhancement of primary medical care and the provision of widely needed support services. These programs are for those who do not have sufficient health care coverage or financial resources for coping with HIV. Ryan White fills the gaps in care not covered by other resources. Over \$15 million annually are entrusted to the Planning Council’s authority.

The Planning Council membership is comprised of community volunteers appointed by the Chief Executive Officer (CEO) Judge Clay Jenkins. Over the past year, the Planning Council has welcomed 1 returning and 10 new members.



New Member Name	Committee’s Appointed to
Helen Goldenberg	PC & CCC
Virginia Franco	PC & CCC
Del Wilson	PC & Evaluation
Sonny Blake	PC & P&P
Joyce Tapley	PC & P&P
Stacie Greskowiak	PC & P&P
Osiris Wade	PC & Evaluation
Allen Peden (returning)	PC & P&P
Robert Compton	PC & Allocation
Nell Gaither	PC & P&P
Patrick Brown	PC & Allocation

There were officially 22 members serving on the Planning Council, of which 41% were non-aligned consumers. During the year, there were many mandated seats that transitioned off due to term limits. At the end, 11 out of the 17 HRSA mandated seats were occupied. The RWPC & staff are striving to actively recruit and get those seats filled. During the course of the year, there were changes to the RWPC staff. Crystal Flores was promoted to the RWPC Health Planner position, and Jennifer Kendrick was welcomed as the RWPC Coordinator. The Administrative Agency welcomed Dindi Matthews: Health Advisor, and Angela Jones: Quality Assurance Advisor, as the Quality Management staff. They also gained Lynette Smith-Clay and Joe Thekkakara as Program Monitors.

Letter from the Chair:

This is the first annual Year-End Report from the Ryan White Planning Council of the Dallas Area. This report contains a compilation of work from our Standing Committee Chairs and the Office of Support and is designed to show all of the work that we did during CY 2012. Each Committee has described their work and all that they have achieved. I believe that a report of this nature will be able to explain what the RWPC does and how we do it. It is my hope that all interested parties will review this and will gain a better understanding of our HIV community in the Dallas Area.

Since I have been the Chair, beginning in September 2012, I have also started discussing a few other issues, especially working with Judge Jenkins', (Dallas County CEO), representative Kyle Talkington to increase the flow of communication between the Planning Council and the Judge's office. We are very pleased to have the position of Liaison, which allows the Judge and Council to maintain a close working relationship that enhances our work.

Also the Nominations Committee has worked to revamp our interview questionnaire and we will be looking at our orientation process and mentoring program for new members. We have been very successful in our recruitment of new members and are very close to our maximum number of thirty-three members.

SPECIAL THANKS

I would also like to thank Mr. Brett Camp, our immediate former Chair, for his service and leadership of the Planning Council over the last year. Through several challenges, Brett remained a stalwart leader and advocate for those living in the Dallas area with HIV/AIDS and we are honored to have served alongside him.

We have much to do in our work for this current calendar year and are eager to continue to serve the needs of those with HIV/AIDS in our community. If you ever have any concerns, suggestions or comment on any issue that pertains to the Ryan White Planning Council, please do not hesitate to contact either me or the Office of Support. We will be more than happy to talk with you!!



Gregg Gunter, RWPC Chair

Ryan White Planning Council Report

Meets second Wednesday of each month at 9AM.

PLANNING COUNCIL MEMBERS

Gregg Gunter, CHAIR	David Saenz	Nell Gaither *
Ben Martinez, VICE CHAIR	Del Wilson*	Osiris Wade *
Cora Giddens, VICE CHAIR	Demetria Bryan	Patrick Brown*
Allen Peden*	Helen Goldenberg *	Robbie Hollis *
Anthony Bolden	Jai Makokha	Robert Compton*
Betty Cabrera	Jose Raymundo	Sonny Blake *
Brent Pimentel	Joyce Tapley*	Stacie Greskowiak *
Charles Griffith	Lori Davidson	Virginia Franco*

*New Member this year

Serving the Dallas Planning Area's 12 counties, the Ryan White Planning Council of the Dallas Area is a federally mandated planning body authorized under Part A of the federal Ryan White HIV/AIDS Treatment Extension Act to carry out duties which support the local Ryan White HIV/AIDS Program. The Ryan White program is a federally funded public health program that is available to those who do not have sufficient health coverage or financial resources to manage their HIV disease. Each year, close to one half (1/2) of people living with HIV/AIDS in the EMA benefit from the HIV Planning Council's planning, policies, and decisions about resource allocations for the provision of HIV services. They work at the grassroots level to make decisions that translate to an improved quality of life for this population. Some of this past year's accomplishments include:

- Approval of the **Priority Setting Process, Methodology & Timeline for FY 2013**
- Approval of the **2013-2016 Comprehensive Plan**
 - can be viewed online at <http://www.dallascounty.org/departments/rwpc/index.php>
- Approval of the Survey Tool, Timeline, and Final report of the **FY 2011 Evaluation of the Administrative Mechanism**
- Approval of the **FY 2013 How Best to Meet the Priority** document
- Received monthly reports from the HIV Service Providers' Council
- Hosted Presentations following the Planning Council meetings:
 - Health Literacy by Manisha Maskay
 - Enhanced Comprehensive HIV Prevention Plan (ECHPP) by Venus Dukes
 - Integrated HIV Housing Project by Lori Davidson
- Approved 6 modifications to the Bylaws

Changes to the Bylaws in 2012:

<p>Current Bylaw</p>	<p><u>Section 3.3 – Term of Members</u></p> <p>All Council members shall be appointed for a three (3) year term. No Council member shall serve more than two (2) consecutive terms or six (6) consecutive years, whichever is greater. An individual’s term begins the first day of the appointment, even when filling a vacancy of an unexpired term.</p>
<p>Proposed Change</p>	<p>Terms of membership on the Planning Council shall be limited to two (2) consecutive, three (3) year terms. After serving two consecutive 3 year terms, individuals must wait twelve (12) months before reapplying for membership on the Planning Council. Former members are always encouraged to participate in Planning Council meetings and activities. If there is no qualified new applicant for a HRSA mandated category seat or officer position, an exception can be made and a member’s term can be extended until the position can be filled. An individual’s term begins the first day of the appointment, even when filling a vacancy of an unexpired term.</p>
<p>Justification</p>	<p>To ensure leadership stability of HRSA mandated seats, and officer positions. Also to allow qualified individuals the option to reapply after a 12 month lapse.</p>

<p>Current Bylaw</p>	<p><u>Section 3.5 –Residency of Members</u></p> <p>The 33 members of the Ryan White Planning Council of the Dallas Area shall be residents of the Dallas Eligible Metropolitan Area, with the exception of the legislatively mandated membership categories. At minimum, the Chairperson or Vice Chairperson of each standing committee shall be a duly appointed member of the Council.</p>
<p>Proposed Change</p>	<p>The Chairperson AND Vice Chairperson of each standing committee shall be a dually appointed member of the Council. Addendum: Effective January 2013, if a standing committee chair or vice chair reaches the end of their term on the Ryan White Planning Council prior to their 1 year term as an office, they will be allowed to extend their membership on the Ryan White Planning Council until the end of the calendar year. Elections for standing committee officers will occur in December of each year.</p>
<p>Justification</p>	<p>To ensure the officers of all standing committees are knowledgeable about Planning Council business, and to allow time to implement adequate recruitment efforts to mitigate any negative impact on membership stability</p>

Current Bylaw	NONE
Proposed Change	<p><u>Section 3.8 – Leave of Absence/ Medical Leave</u></p> <p>Any member may request a 3 month Medical Leave, by notifying Ryan White Planning Council staff. The Ryan White Planning Council staff will present the request to the Nominations Committee for approval. At the end of the granted Medical Leave, the Ryan White Planning Council staff shall update the Nominations Committee on the medical status of the committee member. It shall be understood that granting medical leave status permits excused absence at the members’ monthly meetings and shall not pause the members’ term of service.</p>
Justification	Clarification on the definition of Medical leave and the protocol to request it.

Current Bylaw	<p><u>Section 6.4.4 – Committee Membership</u></p> <p>All committee members shall comply with the conflict of interest standards set out in Section VII below, including the completion of a disclosure statement listing any and all affiliations with agencies which may receive or pursue funding. The Allocations Committee and the Planning and Priorities Committee may not include representation from any service provider currently receiving funds from grants involved in the community planning efforts of the Ryan White Planning Council of the Dallas Area.</p>
Proposed Change	<p>Adding:</p> <p>No member shall dually serve on the Allocations Committee and Planning & Priorities Committee.</p>
Justification	To ensure the prevention of conflict of interest.

Current Bylaw	<p><u>Section 6.4.5 – Committee Membership</u></p> <p>One liaison position from the Consumer Council Committee and the Service Providers Council will be assigned to the Allocations, Evaluation, and Planning and Priorities Committees and any special committees. The Service Providers Council position is optional and advisory only, and not subject to voting rights. The Consumer Council Committee liaison may be considered for voting privileges after attendance at three meetings. The sole purpose of the liaison is to</p>
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	establish a formal link between the two stakeholder groups and the Ryan White Planning Council of the Dallas Area committee structure.
Proposed Change	One liaison position from the Consumer Council Committee and the Service Providers Council will be assigned to the Allocations, Evaluation, and Planning and Priorities Committees and any specials committees. The Consumer Council Committee will nominate an eligible Consumer Council Committee member to serve as a liaison and be granted voting privileges on assigned standing committee. The Chair/Vice Chair of the Consumer Council Committee will present the liaison recommendation to the Nominations Committee for approval. The sole purpose of the liaison is to establish a formal link between the two stakeholder groups and the Ryan White Planning Council of the Dallas Area committee structure. The Service Providers Council position is optional and advisory only, and not subject to voting rights.
Justification	To promote consumer participation in the activities of the planning Council and its standing committees.

Current Bylaw	NONE
Proposed Change	<u>ADD: Section 6.4.6 – Committee Membership</u> No member shall serve on more than two (2) Standing Committees
Justification	To maintain a work/life balance for committee members.

Executive/Nominations Committee Report:

Charge: Ensures the orderly and integrated progression of work conducted by the standing committees of the Ryan White Planning Council. Plans future activities.

Meets 1st Monday of each month at 3:00PM

Executive Committee Report:

COMMITTEE MEMBERS		
Bret Camp (01/12-08/12) RWPC CHAIR Gregg Gunter (08/12-12/12), RWPC CHAIR Ben Martinez, RWPC VICE CHAIR Cora Giddens, RWPC VICE CHAIR/P&P CHAIR	Brent Pimentel, P&P VICE CHAIR Del Wilson, EVAL CHAIR Tom Emanuele, EVAL VICE CHAIR Lionel Hillard, ALLOC CHAIR	David Saenz, ALLOC VICE CHAIR Sabrina Taylor, AD HOC CHAIR

The Executive Committee consists of the officers of the Planning Council and the Chair/Vice Chairs of the Standing Committees. The following are the Executive Committee’s core responsibilities:

- Review of standing committees’ recommendations:
 - Executive Committee can either send action items back to the original committee for additional work or send them on to the Planning Council with its support.
- Work with the RWPC staff and ensuring the work of the standing committees progresses in an orderly fashion
- Sets the date and agenda for the following scheduled Planning Council meeting
- Track member’s attendance records at Planning Council and committee meetings and taking appropriate action
- Receives reports and updates from the standing committee Chairs/Vice Chairs
- Coordinates the work of the Planning Council with the Administrative Agency
- Assesses the performance of the Administrative Mechanism
- Performing other duties as may be required or by vote of the Planning Council

Nominations Committee Report:

COMMITTEE MEMBERS		
Bret Camp (01/12-08/12) RWPC CHAIR Gregg Gunter (08/12-12/12), RWPC CHAIR Ben Martinez, RWPC VICE CHAIR Cora Giddens, RWPC VICE CHAIR/P&P CHAIR	Brent Pimentel, P&P VICE CHAIR Del Wilson, EVAL CHAIR Tom Emanuele, EVAL VICE CHAIR Lionel Hillard, ALLOC CHAIR	David Saenz, ALLOC VICE CHAIR Sabrina Taylor, AD HOC CHAIR Karin Petties, DCHHS Rep Kyle Talkington, Judge’s Rep

The Nomination Committee consists of the officers of the Planning Council, Chair/Vice Chairs of the Standing Committees, and representatives from Dallas County Health & Human Services and the CEO Judge Clay Jenkins. The following are the Nomination Committee’s core responsibilities:

- Recruit, screen and recommend potential candidates for membership to the Planning Council
- Track Planning Council membership classifications and demographics as well as changes in the local PLWHA population
- Review the Nomination Process
- Establish a mentoring program

- Perform other duties as may be required or as assigned by the Planning Council
The following are some of the Nomination Committee's accomplishments this past year.
- Nominations Committee analyzed the interview process of several other Planning Councils by using best practices, our own ideas, and sound judgment to streamline the interview process. The new process will allow the committee to gather useful information from applicants to make informed decisions regarding their ability to serve on the Planning Council and our Standing Committees.
- Also, we have developed our mentoring program for the Consumer Council Committee, where new members are paired with one of the more experienced members who can assist with any issues or challenges that may arise for the new member.
- We have an orientation process for new members. In this, the new member receives information on our meeting structure, Roberts Rules of Order, the Texas Open Meetings Act and the Ryan White Care Act legislation.

FILLED SEATS

The Nominations Committee filled ten open seats for the Planning Council. We also filled several seats mandated by the Health Services Resource Administration, (HRSA). These seats include:

Hospital Planning Agencies
Persons Living With HIV (PLWH)
Healthcare Providers, including FQHC's
Mental Health Provider
Substance Abuse Provider
Non-Elected Community Leaders

Planning Council members continue to recruit new members at events across the city and believe that our current membership is extremely strong and reflects the demographics of the population that we serve.

We enter 2013 as a strong entity and know that we are up to the task of the challenges and issues that may arise with the impending reauthorization of the Ryan White Care Act and the many changes we will face as the new Affordable Health Care Act is implemented.

Allocations Committee Report:

Charge: Develop recommendations for distribution of funds among priority goals using all available information regarding community and agency needs, current funding for HIV services, and trend data; develop recommendations for service category allocations. Recommendations for service category allocations will include how best to meet each established priority.

Meets the fourth Monday of each month at 5PM

COMMITTEE MEMBERS		
Lionel Hillard, CHAIR David Saenz, VICE CHAIR	James Kleitches Jim Howze Joey Avila	Odus Oglesby Patrick Brown * Robert Compton *

*New Member this year

The Allocation Committee is comprised of infected/affected consumers, non-funded providers, and interested community members. The Allocation Committee is responsible for allocating funds based on Needs Assessment data, cost-effectiveness and outcome-effectiveness data, priority rankings, and the availability of other governmental/non-governmental resources.

The following are some of the accomplishments from Allocation Committee:

- Conducted 7 meetings through the year
- The AA provided a brief overview of the Request for Proposals (RFPs) process
- Reallocated FY 2012 Funds
 - Reviewed and decided on how to reallocate \$255, 202 of Part A and \$174,984 of MAI funds
 - Reviewed and made a suggestion to reallocate \$92,548 of Part B and \$11,233 of State Services
- Received and reviewed trend data on final expenditure percentages, avg # of units per client, average cost per client, and avg cost per unit for Part A & MAI for FY 2009-2011
- Allocated FY 2013 Part A & MAI funding based on Part A & MAI FY 2011’s Final Expenditure percentages, with WICY goals applied
- Reallocated FY 2012 Part A Funds in the amount of \$391,025 using exact dollar amounts towards specific service categories
- The committee voted to allow the Administrative Agency to have discretion of utilizing future unexpended FY 2012 Part A funds up to the amount t of \$1,000,000 and FY MAI funds up to the amount of \$500,000 among any of the medical core services and under non-medical case management only
- In 2013 the committee will direct energy into enhanced training to improve membership data analysis skills

Consumer Council Committee Report:

Charge: Empowering consumers through education by providing the tools and knowledge to interact with those individuals and committees that affect categorical service delivery of the Ryan White Treatment Extension Act, including the Texas Department of State Health Services (DSHS).

Meets the fourth Thursday of each month at 12PM

COMMITTEE MEMBERS		
Ben Martinez, VICE CHAIR	Ethene Jones*	Linda Freeman*
Anthony Bolden	Gregg Gunter, CHAIR (1/12-8/12)	Lionel Hillard
Argette Watson	Helen Goldenberg*	Michelle Anderson*
Auntjuan Wiley	Jai Makokha	Ricky Tyler*
Charles Griffith	Jose Raymundo	Rosa Carballo*
Daron Kirven	Kendal Richardson*	

*New Members this year

The Consumer Council committee is comprised of those infected and affected by HIV, and who advocate on important issues for our local HIV Community, as well as producing a series of four educational forums, held at various times and sites throughout the year. The following are some of the Consumer Council Committee’s accomplishments this past year.

- The CCC conducted 11 meetings in 2012
- Established a liaison member to each of the other Standing Committees with the purpose of communicating deliberations back to the consumers, and vice versa
- The CCC participated in the prioritization process with the Planning and Priorities Committee
 - The CCC is allowed one aggregate vote when the Planning and Priorities Committee sets the priorities and votes on all of the service categories. This ensures and allows for consumer input in this process
- The CCC was also active in the community, participating in events like the AIDS Arms Life Walk and a Wellness Fair, which was held twice at the Farmer's Market
- The CCC Chair and Vice Chair travelled to Washington D.C. to the International AIDS Conference, the US Conference on AIDS in Las Vegas, the Texas STD Conference in Austin, and the Ryan White Grantee Conference, also in Washington D.C.
- The Chair also attended the Healthy Living Summit, produced by the National Association of People With AIDS, (NAPWA) held in Dallas
- The Chair also sat on the planning body of the Integrated HIV Housing Planning Group, (IHHP)
- The CCC hosted four educational public forums

Forums: The Consumer Council Committee is tasked with providing educational forums to our community on topics surrounding HIV/AIDS.

1. Accessing Community Resources.

This was the first forum of the year, which was held at the beginning of the year at AIDS Interfaith Network. A Committee member and the Chair, Gregg Gunter, organized this event. Our main presenter was committee member Auntjuan Wiley. In his presentation, he discussed many resources that clients can access for many needs, such as, food, clothing, and hot meals.



2. HIV and Aging.

This important forum was held at the new AIDS Arms clinic, Trinity Health & Wellness Center, and consisted of a panel discussion with three of the clinics doctors. Committee member Charles Griffith organized this forum. Through this, the CCC made headway focusing on specific needs for those growing older with HIV. As so much of our HIV population is now maturing, the panel focused on the issues that may affect our older clients as well as tips to prevent certain ailments.



3. Good to Go.

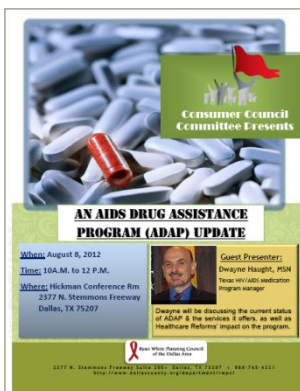
This forum was held at the AIDS Services of Dallas residence, Revlon, and was organized by Committee Member Helen Goldenberg. Topics covered concerned end of life issues and the importance of having medical documents, powers of attorney and wills, and the importance of keeping all of them current.



4. AIDS Drug Assistance Program.

The Director of the Texas HIV Medication Program, Mr. Dwayne Haight, visited the committee and discussed the issues surrounding the ADAP program in Texas. He reported on the programs' budget status.

Building upon what we learned from some of our past forums, the CCC is preparing for the upcoming year to have the scheduled forums prepared well in advance for more timely advertising and will be utilizing free media outlets to encourage more consumer participation in the forums.



Evaluation Committee Report:

Charge: Evaluates whether provider services coincide with set service priorities, reviews all RFP’s prior to their release, and evaluates the performance of the Administrative Agency and the Planning Council according to the goals of the Council.

Meets the fourth Tuesday of each month at 3PM

COMMITTEE MEMBERS		
Del Wilson, CHAIR Tom Emanuele, VICE CHAIR David Thomas Gregg Gunter	LaShaun Shaw * Lori Davidson Osiris Wade*	Phillip Scheldt * Stephen Inrig * Suzan Stambaugh

*New Member this year

The Evaluation Committee is responsible for monitoring and evaluating the progress on the Comprehensive HIV Services Plan goals and determining what impact services are having on client health outcomes. The Evaluation Committee anticipated having a busy, productive year in CY2012 which, indeed, was the case. The committee lost some committee members and added some new members. The participation and efforts of all committee members are very much appreciated and valued as each member tries to have a positive impact on the health of residents of the North Texas area. The following are the accomplishments the Evaluation Committee had this past year:

The committee is scheduled to meet monthly and conducted 10 meetings over the past year. Quorum was not established for two meetings – May and August.

The Evaluation Committee’s main goals for the year were to:

- 1) Continue its review (that began in fall 2011) of the Care Coordination Ad Hoc Committee’s final recommendations regarding the care coordination system to the Evaluation Committee and invite all interested members from the Ad Hoc committee and others to participate in the Evaluation Committee’s process of reviewing and finalizing the recommendations
- 2) Move those recommendations on to the Planning & Priorities Committee
- 3) Work with the planning council staff to develop the timeline and surveys necessary to complete the annual Evaluation of the Administrative Mechanism for 2011, review the survey results/reports from the planning council, administrative agency and funded service providers, make recommendations for edits on those survey/reports, and recommend the final reports to the planning council for approval
- 4) Review the 2012 Standards of Care to determine if any updates or changes to the standards are needed for 2013 and make recommendations to the Administrative Agency

Goals 1 & 2

The Evaluation Committee continued its review of the Care Coordination Ad Hoc Committee’s recommendations through the January, February, March and April meetings. The Ad Hoc Care Coordination Committee was developed by the RWPC and received further direction from the Evaluation Committee. The Ad Hoc Committee was staffed and held its first meetings August 2009 with the charge of evaluating the effectiveness of the Care Coordination process in achieving its goals. The Committee membership comprised of the chair, vice-chair, consumer council liaison and representatives

from five funded agencies along with input from other interested members from the audience. Final recommendations were approved during the June 2012 Evaluation Committee meeting and forwarded to the Planning & Priorities Committee.

Goal 3

In April 2012 the Evaluation Committee began its preparation for the Evaluation of the Administrative Mechanism by receiving the funded service providers' questions from the previous year as well as the FY 2010 final report. The committee members were to review these documents prior to the May meeting. In the May meeting the committee members reviewed and recommended the 3 surveys and timeline with specific changes. In the October meeting the committee developed several recommendations to be presented to the Planning & Priorities Committee, including the following:

1. The Planning & Priorities Committee should review the 2010 Comprehensive Needs Assessment scope of services to determine a need for modification (including service providers during the reviewing process of the scope of services).

The final draft of the 2011 Evaluation of the Administrative Mechanism report was reviewed and discussed at the November Evaluation Committee meeting and recommended to the planning council for approval.

Goal 4

Evaluation Committee members began their consideration of 2013 Standards of Care at the July meeting. The Grants Manager spoke to the group about topics to consider in possible changes to the current standards including the new Texas Department of State Health Services case management standards and the possible future addition of some type of peer support program. The discussion continued in the September meeting and the committee made several recommendations, as listed below:

- Create a 1 page grid with a list of the DSHS required trainings and include it as part of the Standards of Care document
- Consider adding the Eligibility to Receive HIV Services checklist to the Standards of Care (or the Continuum of Care)
- Ask the AA to decide what a brief Common Intake Form might look like
- Update the Eligibility checklist to the current year

The Standards of Care remained on the monthly meetings agenda for 2012.

Planning & Priorities Committee Report:

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

Meets the third Wednesday of each month at 9AM

COMMITTEE MEMBERS		
Cora Giddens, CHAIR	Betty Cabrera	Stacie Greskowiak*
Brent Pimentel, VICE CHAIR	Demetria Bryan	Sonny Blake *
Allen Peden*	Joyce Tapley*	Woldu Ameneshoa
Ben Martinez	Nell Gaither *	

*New Member this year

The Planning & Priorities Committee is responsible for developing, and refining as necessary, a process for the committee to calculate service category priority rankings, to be utilized in the allocation process. The following were some of the committee's accomplishments from the past year:

- P&P completed the "FY 2013 How Best to Meet the Priority Rankings," and finalized the "FY2013 State Service Final Rankings." The Committee also reviewed various peer counseling programs used throughout the country and heard from various providers on this matter. P&P will be deciding on a recommended proposal on "peer navigation assistance" to the agencies who serve the HIV community within early 2013
- The committee invited several groups to give presentations on their peer counseling programs. While each presentation had positive aspects to the service they provided, the committee decided to continue discussion on what will be needed to support and service the HIV community in the Dallas area
- The committee reviewed and investigated issues pertaining to linguistic services in order to better serve those who are non-English speaking. Ryan White funded agencies, which use linguistic services, presented to the committee the service they use at their facilities. Though there are several linguistic services to choose from, the common problem that the committee saw in these choices was cost. This is an issue which is flowing over to the next year. However, the committee is committed to finding a solution to a serious problem, which is to be able to reach out to the non-English speaking HIV Community
- Another issue that the committee has been working on, and will have final recommendations as soon as early 2013, is the "Care Coordination Ad Hoc Committee Recommendations Report." In the Fall of 2012, The Committee received and reviewed the Evaluations Committee approval on the "Care Coordination Ad Hoc Committee Recommendations Report." The committee was tasked to review the Evaluations Committee report on this very important document in order to make sure nothing was missed in the changes that the previous committee made. This report will be moving to the next phase, which is Council Approval, within early 2013
- The Planning and Priorities Committee also reviewed Part D Funding Update of the Continuum of Care.

Ad Hoc Care Coordination Committee Report:

Charge: To conduct a comprehensive evaluation of the of the care coordination system in order to enhance access and reduce barriers to care.

Did not conduct any meetings in 2012

COMMITTEE MEMBERS		
Sabrina Taylor, Chair Auntjuan Wiley Doreen Rue	David Thomas Kim Whatley	Leon Catlett Monica Abbott

Although the Care Coordination Ad Hoc Committee did not meet in 2012, Sabrina Taylor (Committee Chair) provided guidance and clarification to all questions and concerns posed by the Evaluation Committee and Planning & Priorities Committee on the Care Coordination Committee’s recommendations, during the 2012 calendar year.