

Ryan White Planning Council of the Dallas Area
Office of Support

Memorandum

To: Members, Evaluation Committee
Interested Parties

From: RWPC Office of Support

Date: March 21, 2023

Re: Evaluation Committee Meeting Announcement

Please note that there will be an:

Evaluation Committee Meeting – Tuesday, March 28, 2023, at 3:00 p.m.

Please join from your computer, tablet or smartphone.

www.gotomeeting.com

Attached, please find the meeting packet for your review. Members if you are unable to attend this meeting, please notify Logane Brazile, RWPC Office of Support at Logane.Brazile@dallascounty.org on or before Monday, March 27, 2023. Otherwise, we look forward to seeing you at the next meeting.

Please view Ryan White 101 on our social media Like Share Subscribe:

<https://www.dallascounty.org/departments/rwpc/>

cc: Philip Huang, MD, MPH, Director
Dallas County Judge's Office
Sonya M. Hughes, Assistant Director
Justin Henry Grants Manager - Programmatic
Wanda Scott, Grants Manager - Fiscal
Glenda Blackmon-Johnson, RWPC Manager
Oscar Salinas, Quality Assurance Administrator
Angi Jones, Quality Assurance Advisor
Regina Waits, Health Advisor
Carla Jackson, Program Monitor
Jocelyn Rodriguez, Program Monitor
Vacant, Program Monitor
Marlen Rivera, Fiscal
David Kim, Program Monitor
Logane Brazile, RWPC Coordinator
Jasmine Sanders, RWPC Planner
Kofi Bissah, ADAP Liaison
Building Security

EVALUATION COMMITTEE

The Evaluation Committee ensures that service categories set out are being met and that conflict-of-interest standards are upheld; Conduct an annual evaluation of the effectiveness of the administrative Agency and the Ryan White Planning Council and provide that evaluation to the CEO and Dallas County Commissioners Court; Evaluate the effectiveness of services, categorically and system-wide.

AGENDA

Tuesday, March 28, 2023
3:00 p.m.

- | | |
|--|--------------------|
| I. Call to Order | Helen Zimba, Chair |
| II. Certification of Quorum | Helen Zimba, Chair |
| III. Introduction & Announcement | |
| IV. Approval of the January 24, 2022, Meeting Minutes | Action Item |
| V. Office of Support Report | |
| • RWPC Membership Representation and Reflectiveness | Discussion Item |
| VI. FY 2022 Assessment Evaluation of the Administrative Mechanism Updates
Full Award
- Recommendations | Discussion Item |
| VII. New Business | |
| VIII. Adjournment | Helen Zimba, Chair |

**Due to COVID-19
Until Further Notice**
NEXT SCHEDULED MEETING
Tuesday, April 25, 2023, 3:00 PM
Will be held via TELE-CONFERENCE

EVALUATION COMMITTEE
January 24, 2023, Meeting Minutes

Charge: Evaluate whether sub-recipient services coincide with set service priorities and evaluate the performance of the Administrative Agency and the Planning Council according to the goals of the Council.

MEMBERS PRESENT

Del Wilson
Helen Turner

Jonathan Thorne
Helen Zimba, Chair

Norma Piel-Brown
La'Shaun Shaw

MEMBERS ABSENT

Darius Ahmadi
HK Yumo

Jonathan Dornheim

COUNCIL STAFF PRESENT

Logane Brazile
RWPC Office of Support

Glenda Blackmon-Johnson
RWPC Office of Support

Jasmine Sanders
RWPC Office of Support

GRANTS MANAGEMENT STAFF PRESENT

Geovanny Vasquez, AA
Oscar Salinas, CQM

Sonya Hughes, AA
Jocelyn Rodriguez, PM

Justin Henry, GM

OTHERS PRESENT

Joni Wysocki, AHF/AIN
Crystal Curtis, PHHS

Jonathan Gute, PHHS
Dwight Harry

- I. Call to Order:** Helen Zimba, Evaluation Committee Chair, called the meeting to order at 3:04 p.m.
- II. Certification of Quorum:** Quorum was established by Helen Zimba, Chair, and certified by Jasmine Sanders, Office of Support.
- III. Introductions & Announcement:** Glenda Blackmon-Johnson made the following announcements:
- The Planning Council will relocate to the Mockingbird office in Spring 2023.
 - HRSA will be conducting a departmental site visit in April 2023.
- IV. Approval of September 27, 2022, Minutes:** Helen Zimba motioned to approve the minutes. Helen Turner seconded the motion. The motion passed unanimously.
- V. Office of Support Report:** HIV+ Individuals living at the end of 2019=24,076
- The 1st group impacted with the highest numbers are Blacks at 10,111 or 42% representation;
 - o Evaluation Committee membership consists of 9 people of whom 4 are Black with representation at 44.00% reflectiveness.
 - The 2nd group impacted with the next highest numbers are White at 6,598 or 38% representation;
 - o Evaluation Committee membership consists of 9 people of whom 4 are White with representation at 44.00% reflectiveness.
 - The 3rd group impacted with the next highest numbers are Latinx/Hispanic at 5,839 or 24% representation;
 - o Evaluation Committee membership consists of 9 people of whom 1 are Latino/Hispanic with representation at 12.00% reflectiveness
- Jasmine Sanders, Office of Support, briefly reviewed the FY 2023 Master Calendar and Work Plan to familiarize Planning & Priorities Committee members with their upcoming deliverables for the new fiscal year on March 1, 2023.
- VI. Evaluation of the Administrative Mechanism Overview:** Jasmine Sanders, Office of Support, reviewed the latest version of the Administrative Mechanism noting the document serves as a review of how quickly and well the RWHPA Part A recipient carries out the processes to contract with and pay providers for delivering HIV-related services to meet the needs of PLWH throughout the Dallas EMA. The procurement/ RFP process, contract dates, contract renewal timeline, and grant award percentages were reviewed.

VII. CQM Updates: Oscar Salinas, CQM, provided listeners with an update on the latest activity of the CQM team. An overview of the following topics was provided:

- *About DCHHS 2018*
- *Dallas County sub-recipients*
- *Return to Care QIP*
- *Dallas EMA/HSDA Interventions to Improve Access to Care*
- *Parkland HIV R2C*
- *Resource Center R2C*
- *Organizational Assessment & CQM Evaluation*
- *OA Domains*
- *Dallas EMA/HSDA OA Results*
- *2022 Subrecipient OA Score Quartiles*
- *Quantitative + Qualitative Performance Measures*
- *Lessons Learned – QI Leadership*
- *Best Practices – QI Leadership*
- *Culture of Quality*

VIII. New Business: None.

IX. Adjournment: Helen Zimba, Chair, motioned to adjourn. Helen Turner seconded the motion. The motion passed unanimously. The meeting was adjourned at 4:10 p.m.

Submitted by:

Logane Brazile, RWPC Coordinator

Date

Draft Certified by:

Glenda Blackmon-Johnson, RWPC Manager

Date

Final Approval by:

John Dornheim, Chair

Date

Due to COVID-19

Until Further Notice

NEXT SCHEDULED MEETING

Tuesday, February 28, 2023, 3:00 p.m.

Will be held via TELE-CONFERENCE

Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX 75207