# Ryan White Planning Council of the Dallas Area

Office of Support

Memorandum

To:	Members, Evaluation Committee Interested Parties
From:	RWPC Office of Support
Date:	April 18, 2023
Re:	Evaluation Committee Meeting Announcement

Please note that there will be an:

Evaluation Committee Meeting – Tuesday, April 25, 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, April 24, 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 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, April 25, 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 March 28, 2022, Meeting Minutes	Action Item
V.	<ul> <li>Office of Support Report</li> <li>RWPC Membership Representation and Reflectiveness</li> </ul>	Discussion Item
VI.	FY 2022 Expenditure Report Update Jasmine Sanders, Office of Support	

New Business

VII.

VIII. Adjournment

Helen Zimba, Chair

Due to COVID-19 Until Further Notice <u>NEXT SCHEDULED MEETING</u> Tuesday, May 23, 2023, 3:00 PM Will be held via TELE-CONFERENCE

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

#### **EVALUATION COMMITTEE** March 28, 2023, Meeting Minutes

<u>Charge:</u> 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	LaShaun Shaw	Helen Turner
John Dornheim, RWPC Chair	Norma Piel-Brown	
1	MEMBERS ABSENT	
Helen Zimba, Chair Jonathan Thorne	HK Yumo	
'	COUNCIL STAFF PRESENT	·
Logane Brazile	Glenda Blackmon-Johnson	Jasmine Sanders
RWPC Office of Support	RWPC Office of Support	RWPC Office of Support
GR	ANTS MANAGEMENT STAFF PRESE	NT
Sonya Hughes, AA		
	OTHERS PRESENT	
Joni Wysocki, AIN/AHF	Crystal Curtis, PHHS	Jonathan Gute, PHHS

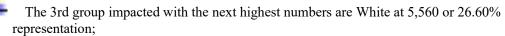
- I. <u>Call to Order</u>: John Dornheim, RWPC Chair, called the meeting to order at 3:19 p.m.
- II. <u>Certification of Quorum</u>: Quorum was established by John Dornheim and certified by Jasmine Sanders, Office of Support.
- III. <u>Introductions & Announcement</u>: Helen Turner made the following announcements:
  - There will be a play named "Believe in Me" at the National Conference for Women Living with HIV, sponsored by the Grace Project, from May 19-21, 2023.
    - The jurisdictional EHE Fastrack Cities Alignment workshop will be held on April 7, 2023.

Joni Wysocki, AIN/AHF, announced the CDC had launched Together TakeMeHome, a project to distribute up to 1 million free HIV self-tests over the next 5 years. People in the United States, including Puerto Rico, can order up to 2 tests every 90 days via a new online portal. Tests are available to anyone 17 or older, regardless of health insurance or immigration status.

- IV. <u>Approval of January 24, 2022, Minutes</u>: Del Wilson motioned to approve the minutes. Norma Piel-Brown seconded the motion. The motion passed unanimously.
- V. Office of Support Report: HIV+ Individuals living at the end of 2021=24,076
  - The 1st group impacted with the highest numbers are Blacks at 8,405 or 40.22% representation;
    Evaluation Committee membership consists of 8 people of whom 3 are Black with representation at 38.00% reflectiveness.

The 2nd group impacted with the next highest numbers are Latinx/Hispanic at 5,738 or 27.46% representation;

o Evaluation Committee membership consists of 8 people of whom 1 are Latino/Hispanic with representation at 12.00% reflectiveness.



- Evaluation Committee membership consists of 8 people of whom 4 are White with representation at 50.00% reflectiveness.
- VI. <u>FY 2022 Assessment Evaluation of the Administrative Mechanism Updates Full Award:</u> 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 RWHAP 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 following sections were reviewed:

the following sections were reviewed:

- FY 2022 EAM recommendations to the AA
- Procurement/RFP matrix
- Reimbursement Process matrix
- YTD Expenditure Report for Part A Formula
- Part A Award Contract Renewal Timeline

## VII. <u>New Business</u>: N/A

VIII. <u>Adjournment:</u> Helen Turner motioned to adjourn. Norma Piel-Brown 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	

### <u>Until Further Notice</u> <u>NEXT SCHEDULED MEETING</u> <u>Tuesday, April 25, 2023, 3:00 p.m.</u>

Will be held via TELE-CONFERENCE Dallas County Health and Human Services Building 2377 N. Stemmons Freeway, Dallas, TX 75207