

Ryan White Planning Council of the Dallas Area
Office of Support
2377 N. Stemmons Freeway, Suite 200, Dallas, TX 75207
214 819-1840 Telephone; 214 819-6023 Fax

Memorandum

To: Members, Ryan White Planning Council of the Dallas Area
Interested Parties

From: RWPC Support Staff

Date: May 3, 2023

Re: Meeting Announcement

Please note that there will be a:

Ryan White Planning Council Meeting

Wednesday, May 10, 2023, 9:00 a.m.

Via **Go-to-Meeting Platform**

Dallas County Health and Human Services Building
Dallas, Texas 75207

Attached, please find the meeting packet for your review. **Please review this mailer for details regarding the meeting agenda.** Members, if you are unable to attend this meeting, please notify the RWPC Office of Support at (214) 819-1840 on or before Tuesday, May 9, 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 Support Staff
Carla Jackson, Program Monitor
David Kim, Program Monitor
Vacant, Program Monitor
Marlen Rivera, Program Monitor
Oscar Salinas, Quality Assurance Administrator
Angela Jones, Quality Assurance Advisor
Regina Waits, Health Advisor
Jasmine Sanders, RWPC Support Staff
Logane Brazile, RWPC Support Staff
Kofi Bissah, ADAP Liaison
Building Security

RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA

The RWPC envisions a seamless, flexible, and efficient healthcare system dedicated to the wellness and empowerment of Persons Living with HIV/AIDS (PLWHA) in North Texas. The RWPC of the Dallas Area is a collaborative partnership of consumers, volunteers, and providers entrusted with the planning and coordination of healthcare services on behalf of PLWHA in North Texas.

AGENDA

Wednesday, May 10, 2023
9:00 a.m.

- | | |
|--|-------------------------------------|
| I. Call to Order | Helen Zimba |
| II. Certification of Quorum | Helen Zimba |
| III. Introduction/Announcements | Helen Zimba |
| IV. Approval of the March 8, 2023, Minutes | Action Item |
| V. Administrative Agency Report | Sonya Hughes, AA Representative |
| <ul style="list-style-type: none">• AA Updates• CQM Updates | |
| VI. Committee Meeting Update: | |
| a. Executive Committee | Helen Zimba |
| <ul style="list-style-type: none">• Bylaw Updates | Action Item/ Discussion Item |
| b. Planning and Priorities Committee | Helen Zimba |
| HBTMTN - Outreach Service - Report | Jonathan Gute, PHHS |
| c. Needs Assessment Committee | Lionel Hillard |
| d. Allocations Committee | James Kleitches or Naomi Green |
| e. Evaluation Committee | Helen Zimba |
| f. Consumer Council Committee | Donna Wilson |
| VII. New Business | |
| VIII. Adjournment | Helen Zimba |

**Due to COVID-19
Until Further Notice**

NEXT SCHEDULED MEETING

Wednesday, June 7, 2023, 9:00 AM

Will be held via TELE-CONFERENCE

RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA

March 8, 2023, Meeting Minutes

COUNCIL MEMBERS PRESENT		
Chris Walker James Kleitches Laticcia Riggins Miranda Grant Donna Wilson Helen Zimba, Chair Pro Brewer	Jonathan Thorne Grace Balaoing Lewis Fulsom Sattie Nyachwaya John Dornheim, Vice Chair Korey Willis	Kelly Salinas Jonathan Ford Lori Davidson Terra Ejike Lionel Hillard Norma Piel-Brown
COUNCIL MEMBERS ABSENT		
HK Yumo Dan Nguyen Alexander Deets	Corey Strickland Derick Felton James Wright	Naomi Green Kevin Chadwin Davis
RWPC STAFF PRESENT		
Glenda Blackmon-Johnson RWPC Manager	Logane Brazile, RWPC Coordinator	Jasmine Sanders, RWPC Planner
DALLAS COUNTY ADMINISTRATION STAFF PRESENT		
Lauren Trimble, Dallas County		
GRANTS MANAGEMENT STAFF PRESENT		
Barbara Kakembo, PM Oscar Salinas, CQM Nariah Webster, SFM	Wanda Scott, Fiscal Sonya Hughes, AA Marlen Rivera, AA	Justin Henry, GM
OTHERS PRESENT		
Steven Richards Michael Hager, NA Consultant Annie Williams, HOPWA Nathaniel Holley, Freelux Project	Shannon Walker Deven Stepney, FW PC Joni Wysocki, AIN/AHF Tammy, Legacy Cares	Andrew Wilson, Prism NTX Piper Duarte, PHHS Miranda Grant

- I. **Call to Order:** Helen Zimba, Chair, opened the meeting at 9:00 am; the meeting was called to order at 9:10 am.

- II. **Certification of Quorum:** Quorum was established by Helen Zimba, Chair, and certified by Logane Brazile, RWPC Coordinator.

- III. **Introductions/Announcements:** Glenda Blackmon-Johnson, Office of Support, made the following announcements:
 - The Ryan White Planning Council will be hosting an orientation on April 12 in place of the Planning Council Committee meeting.
 - Members who want to participate in the HRSA VSV call in April should email the Office of Support to receive a private link to the meeting.

Helen Zimba, Chair, announced she and Donna attended the Texas Black Women's Health Initiative meeting in Houston, TX.

Sattie Nyachwaya, PRISM, announced she is the lead organizer of HIV Advocacy Day in Austin, TX, on March 27, 2023. Advocates can discuss issues like budget, HIV criminalization, reproductive justice, etc.

- IV. **Leadership Report:** The platform meeting etiquette was detailed, and general announcements were made regarding access to Emergency Housing Assistance Program; Comprehensive Energy Assistance Program; the HIV Taskforce, Dallas County Fast Trace Cities, COVID-19 Updates, and vaccine announcements on the Dallas County website <https://www.dallascounty.org/>; RWPC new membership interviews; recruitment.

- V. **Approval of February 8, 2023, Minutes:** Donna Wilson motioned to approve the minutes. Lionel Hillard seconded the motion. The motion passed unanimously with corrections.

- VI. **Administrative Agency Report:** Wanda Scott, AA, made the following announcements:

- The AA wants to add a Case Management Systems coordinator to coordinate care in the Ryan White system. This position will provide case conferencing, training opportunities, etc.
- The HRSA Part A VSV will begin on April 17, 2023. Any clients who would like to participate should contact Sonya.Hughes@dallascounty.org
- The AA has been told the FY 2023 RWHA Part B grant full award will be released in April 2023.
- The updated Service Delivery Guideline will be disseminated through the stakeholder email account on March 1, 2023.
- The AA is also looking to add two permanent positions to the program, including Case Management Systems Coordinator and Stigma Coordinator.
- Kofi Bissah, ADAP, and Geovanny Velasquez, Stigma Coordinator, are currently disseminating the Stigma survey. Those who would like to partner with

CQM: N/A

Fiscal: Wanda Scott, Fiscal, provided the following updates:

Award Amount: HRSA & DSHS.

Part A Formula, Supplemental, MAI, and Carryover (Formula & MAI) - 03/2022 thru 01/2023 (11 months of Expenses)

TOTAL AWARD	EXPENSE	%	BALANCE	%
\$20,227,483.00	\$17,769,232	88%	\$2,458,251	12%

DSHS Part B, State Rebate, and State Services – 04/2022 thru 01/2023 (10 months of Expenses)

TOTAL AWARD	EXPENSE	%	BALANCE	%
\$6,716,325	\$4,308,672	65%	\$2,407,653	35%

- Dallas County Commissioners Court approved the sub-recipients FY 2023-24 partial Part A/MAI and DSHS Part B and State Rebate awards on Tuesday, March 7, 2023. Dallas EMA/HSDA sub-recipients received contract extensions through DocuSign on March 7, 2023.
- Dallas County Commissioners Court approved the sub-recipients' FY 22-23 final Part A awards on Tuesday, March 7, 2023.
 - Dallas EMA sub-recipients received contract extensions through DocuSign on March 7, 2023.
 - On March 1, 2023, an email notification went out to sub-recipients on the FY 22-23 Part A Year-End Close-Out. The last day to provide a supplemental invoice is Friday, March 24, 2023.
- Dallas County RW-Grants Division received the DSHS HIV-State application for the contract period: (9/1/23) -(8/31/24). Dallas State Services/State-F awards for the Dallas and Sherman-Denison area are \$2,804,335.

Program Team: N/A

ADAP: N/A

VII. FY 2022 Status Neutral Needs Assessment Presentation: Michael Hager, Needs Assessment Consultant, presented the latest Dallas EMA/HSDA 2022 Status-Neutral Needs Assessment. The following was reported:

- *Status Neutral Needs Assessment Steps (Survey, Focus Groups, Stakeholder Interviews)*
- *Survey Components*
- *Survey Demographics*
- *Survey Question Results*
- *Key Stakeholder interview components*
- *Themes derived from answered questions (More, lack of comfort, customer service, communication)*
- *Safety*
- *Stigma*
- *Dallas County lags behind other jurisdictions*

- *Recommendation Sets*
- *Combined Logic Model for Dallas Assessments*

VIII. Committee Reports:

- A. Executive Committee:** Helen Zimba reported the Executive Committee met on 3.1.23. Quorum was met. The Committee appointed Nathaniel Holley to the Needs Assessment and Planning & Priorities Committee and Jonathan Thorne to the CCC. The Committee recommended Nathaniel Holley to the Judge's office for placement on the Planning Council.
- B. Planning & Priorities Committee:** Helen Zimba reported Planning & Priorities met on 2.15.23. Quorum was met. Jasmine Sanders, Office of Support, reviewed the HIV Data Training Cascade for 2020/ 2021 to better assist participants in decision-making regarding service category prioritization.
- C. Needs Assessment Committee:** Helen Zimba reported Needs Assessment Committee met on 2.21.23. Quorum was met. Katrina Balenkov, Needs Assessment consultant, presented the Dallas EMA/HSDA FY 2022 Status Neutral Needs Assessment draft to the Committee.
- D. Evaluation Committee:** *Did not meet quorum.*
- E. Allocations Committee:** Helen Zimba reported the Allocations Committee met on 2.27.23. Quorum was met. The Committee received the FY 2022-23 Expenditure Report for Part A, MAI, Part A Carryover, Part B, and State Rebate.
- F. Consumer Council Committee:** *Did not meet quorum.*

IX. New Business: N/A

- X. Adjournment:** Helen Zimba, Chair, motioned to adjourn. Lionel Hillard seconded the motion. The motion passed unanimously. The meeting was adjourned at 10:23 am.

Drafted by:

Logane Brazile, RWPC Coordinator

Date

Certified by:

Glenda B. Johnson RWPC Manager

Date

Final Approval by:

Helen Zimba, Chair

Date

Due to COVID-19, Until Further Notice
NEXT SCHEDULED MEETING
Wednesday, March 8, 2023, 9:00 am.
Will be held via the Virtual Meeting Platform
 Dallas County Health and Human Services Building
 2377 N. Stemmons Freeway, Dallas, TX 75207

EXECUTIVE COMMITTEE MEETING
May 3, 2023

Charge: Ensures the orderly and integrated progression of work of the Ryan White Planning Council Committees. Plans future activities.

MEMBERS PRESENT

Donna Wilson
James Kleitches

Helen Zimba, Chair
John Dornheim, RWPC Vice Chair

Lionel Hillard

MEMBERS ABSENT

Naomi Green

RWPC STAFF PRESENT

Jasmine Sanders, RWPC Planner

Glenda Blackmon-Johnson, RWPC Manager

Logane Brazile, RWPC Coordinator

GRANTS MANAGEMENT STAFF

Sonya Hughes, AA
Angie Jones, CQM

Geovanny Velasquez, AA
Justin Henry, AA

LeShaun Murphy, AA

OTHERS PRESENT

Annie Williams, HOPWA
Lauren Trimble, Dallas County

Joni Wysocki, AIN/AHF
Wade Hyde

Del Wilson, RCD

- I. **Call to Order:** Helen Zimba opened the meeting at 2:00 PM and called the meeting to order at 2:01 PM.
- II. **Certification of Quorum:** Quorum was established by Helen Zimba, Chair, and certified by Jasmine Sanders, RWPC Planner.
- III. **Introductions/Announcements:** Lionel Hillard, Needs Assessment Chair, announced his participation in the HOPWA call discussing the housing shortage, and ways to utilize resources within the community.
Donna Wilson, CCC Chair, made an announcement encouraging listeners to vote.
John Dornheim, RWPC Vice-Chair, announced the Grace Project will be held on May 19-21, 2023. Last minute registration is available. Contact Helen Zimba for more information.
- IV. **Approval of April 5, 2023, Minutes:** John Dornheim, RWPC Chair, motioned to approve the minutes. Lionel Hillard, Needs Assessment Chair, seconded the motion. The motion passed unanimously.
- V. **Office of Support Report:**
RWPC membership, 33 seats in total, 28 seats are filled, and 33% of the membership is non-aligned consumers. Three mandatory seat categories are State Medicare/Medicaid, recently incarcerated, and federally recognized Indian Tribes. The RWC seeks representation of women of Color/Transgender/Youth/Hispanic and Indian tribes. Discussed the standing committee seat status.
 1. Allocation Committee (15 seats): 8 members (9 seats open)
 2. Evaluation Committee (15 seats): 8 members (7 seats open)
 3. Planning & Priorities Committee (15 seats): 9 members (6 seats open)
 4. Consumer Council Committee (20 seats): 12 members (8 seats open)
 5. Needs Assessment Committee (25 seats): 15 members (11 seats open)

MEMBERSHIP REFLECTIVENESS: At the end of 2021, the State reported that 24,076 People Living with HIV

- The 1st group impacted with the highest numbers is Blacks at 8,405 or 42.22% representation; the RWPC membership consists of 28 people, of whom 17 are Black with representation at 61.00% reflectiveness.
- The 2nd group impacted with the next highest numbers is Latinx/Hispanic at 5,738 or 27.46% representation; the RWPC membership consists of 28 people, of whom 3 are Latino/Hispanic with representation at 11.00% reflectiveness.
- The 3rd group impacted with the next highest numbers is White at 5,738 or 26.60% representation; the RWPC membership consists of 28 people, of whom 6 are White with representation at 21.00% reflectiveness.
- The 4th group impacted with the following highest numbers is Asian/ Pacific Islander at 29 or *less than 1%* Representation: RWPC membership consists of 28 people, of whom 2 is Asian/ Pacific Islander with representation at 7% reflectiveness.

Bylaw Updates: Glenda Blackmon, Office of Support, reviewed the Bylaw changes with the Committee. Changes included:

- *Date*
- *Provisions for membership*
- *Table of Contents*
- *Addendum C (virtual platform)*
- *Second consecutive three-year term end-of-calendar-year extension*

By consensus, the committee formed a sub-committee to review the Bylaw changes as one group. While the current edits will remain, Helen Zimba, Chair, will call for members who want to participate in the workgroup to edit the Bylaws during the May 10, 2023, Planning Council meeting under New Business. From there, a timeline will be established for the completion of the document.

Further communication will be sent through the Office of Support regarding joining the separate workgroup.

Once the Executive Committee has voted on the document, the District Attorney's office will review the Bylaws to ensure accuracy and completion.

- VI. **Leadership Report:** Helen Zimba detailed the meeting platform etiquette, and general announcements were made regarding access to Emergency Housing Assistance Program; Comprehensive Energy Assistance Program; the HIV Taskforce, Dallas County Fast Trace Cities, COVID-19 Updates, and vaccine announcements on the Dallas County website <https://www.dallascounty.org/>; RWPC new membership interviews; recruitment.
- VII. **Administrative Agency Report:** Sonya Hughes, AA, made the following announcements:
- The HRSA site visit has concluded. Findings included the following:
 - *CQM: Quarterly disparity analysis for priority populations in Dallas County*
 - *Fiscal: Budgetary process for the Planning Council – Planning Council leadership involvement in the budget*
 - *Planning Council seat vacancies*
 - Strengths included:
 - *Care coordination ad-hoc committee for self-referrals*
 - *Quarterly TA sessions to discuss changes, provisions, and updates*
 - *Monitoring and compliance process (cataloging of fiscal work papers)*
 - The quarterly TA session will be Friday, May 5, 2023, from 10-12 AM.
 - Cultural Humility training will be held in person on May 25-26. Contact Sonya Hughes for more information.
 - Congresswoman Jasmine Crockett's office suggested a check presentation to the AA for recognition of their Notice of Award.

Fiscal: N/A

CQM:

- Angie Jones, CQM, provided information about the Quality Improvement Project in partnership with DSHS focusing on Linkage to Care. There will be two groups, HIV/STD testing sites linking newly diagnosed HIV clients who also acquired a bacterial STD infection 30 days before or after their HIV diagnosis to care within 7 days. For non-testing sites, new clients will be reported in the last quarter. Reporting will begin on June 15, 2023. Updates will be provided when available.

Program: N/A

VIII. Committee Reports:

A. Allocations Committee: Helen Zimba reported the Allocations Committee met on 4.24.23. Quorum was met. Jasmine Sanders, Office of Support, provided comprehensive Data training for the members, including an overview of the HRSA Part A Client Utilization Dashboard. Noted below are the elements introduced in the presentation to the committee concerning the Resource Allocation process as it relates to the Priority Setting and Resource Allocation Process. The training criterion is shown below:

- *Importance of developing directives*
- *Identifying HSRA Expectations*
- *Describing steps in Resource Allocation*
- *FY 2022 YTD Expenditure Data*
- *HRSA Compass Dashboard Client Characteristic Data, 2020*
Oscar Salinas, CQM introduced the committee to Performance Measuring data. The presentation objectives are as follows:
- *Clients served in Dallas EMA/Sherman Denison HSDA, 2017-2020*
- *CY 2020 Care Continuum data*

B. Needs Assessment Committee: Lionel Hillard reported Needs Assessment Committee met on 4.18.23. Quorum was met. Michael Hager provided a continuation of the FY 2022 Needs Assessment project planning and implementation presentation. Jasmine Sanders, Office of Support, provided an FY 2022 Needs Assessment crosswalk regarding next steps beyond the Needs Assessment.

C. Planning & Priorities Committee: Helen Zimba reported Planning & Priorities Committee met on 4.19.23. Quorum was met—Jasmine Sanders, Office of Support, presented on the PSRA process (client utilization). The Standards of Care document was reviewed that guides care and service delivery, billing, and documentation requirements for organizations receiving Ryan White Parts A, B, and State Services funding in the Dallas EMA.

The following subsections were reviewed:

- ❖ *Mental Health Services*
- ❖ *Oral Health Care*
- ❖ *Outpatient/ Ambulatory Health Services ***

**** Changes made to subsection**

D. Evaluation Committee: Helen Zimba reported Evaluation Committee met on 4.25.23. Quorum was met. Jasmine Sanders, Office of Support, reviewed the latest version of the RWHAP Part A recipient expenditure report provided by the AA.

E. Consumer Council Committee: *Did not meet quorum.*

F. Approval of the RWPC Agenda for May 10, 2023: John Dornheim motioned for the approval of the agenda. Lionel Hillard seconded the motion. The motion passed unanimously.

G. New Business: N/A

H. Executive Session: *For purposes permitted by Chapter 551, Open Meetings, Texas Government Code, Section 551.074,*

The candidate interviewed in Executive session was appointed to the Allocations Committee and recommended by the Executive Committee to the Judge's office for appointment to the Planning Council committee.

I. Adjournment: Lionel Hillard made a motion to adjourn. James Kleitches seconded the motion. The motion passed unanimously. The meeting was adjourned at 3:31 PM.

Submitted by:

Logane Brazile, RWPC Coordinator

Date

Draft Certified by:

Glenda Blackmon Johnson, RWPC Manager

Date

Final Approval by:

Helen Zimba, RWPC Chair
John Dornheim RWPC Vice Chair

Date

Due to COVID-19
Until Further Notice



NEXT SCHEDULED MEETING

Wednesday, June 14, 2023, @ 2:00 PM.

Will be held via TELE-Conference

Dallas County Health and Human Services Building

EVALUATION COMMITTEE April 25, 2023, Meeting Minutes		
<i>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.</i>		
MEMBERS PRESENT		
Helen Zimba, Chair Del Wilson John Dornheim, RWPC Chair	LaShaun Shaw Norma Piel-Brown Jonathan Thorne	Helen Turner
MEMBERS ABSENT		
	HK Yumo	
COUNCIL STAFF PRESENT		
	Glenda Blackmon-Johnson RWPC Office of Support	Jasmine Sanders RWPC Office of Support
GRANTS MANAGEMENT STAFF PRESENT		
Sonya Hughes, AA	Justin Henry	Kevin Chadwin Davis
OTHERS PRESENT		
Joni Wysocki, AIN/AHF	Michelle Moos	

- I. **Call to Order:** Helen Zimba, RWPC Chair, called the meeting to order at 3:01 p.m.
- II. **Certification of Quorum:** Quorum was established by Helen Zimba and certified by Jasmine Sanders, Office of Support.
- III. **Introductions & Announcement:** 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. Westin Dallas Park Central Hotel 12720 Merit Dallas Texas 75251; Register at legacygraceproject.org
 - As a Member of the HIV Housing Coalition, she will participate with a panel, presentation May 10, 2023; also that Traswell Livingston also participate as a presenter. She also noted that a collaboration with Ending the HIV Epidemic program is forthcoming.
 - HIV Test Kits can be obtained from Nathaniel Holly at <https://www.freeluxproject.org>
 - ❖ *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. **Approval of March 28, 2023 Minutes:** Helen Turner motioned to approve the minutes. Del Wilson 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;
 - Evaluation Committee membership consists of 8 people of whom 1 are Latino/Hispanic with representation at 12.00% reflectiveness.

Needs Assessment Committee Tuesday, April 18, 2023, Meeting Minutes

Charge: To oversee the development and implementation of the needs assessment process to identify the needs, barriers to care, and gaps in service in the HIV community and develop a comprehensive plan in line with the priority goals of the Ryan White Planning Council.

MEMBERS PRESENT		
Nathaniel Holley Sattie Nyachwaya Hosea Crowell	La’Paul Fulsom Nisa Ortiz Miranda Grant	John Dornheim, RWPC Vice Chair Lionel Hillard, Chair Helen Turner
MEMBERS ABSENT		
Donna Wilson Amanda S. Evans, M.D.	Jonathan Ford Dan Nguyen	Chris Walker Helen Zimba’
RWPC STAFF PRESENT		
Logane Brazile Office of Support	Glenda Blackmon-Johnson Office of Support	Jasmine Sanders Office of Support
GRANTS MANAGEMENT STAFF PRESENT		
Justin Henry, GM	LeShaun Murphy, AA	Sonya Hughes, AA
OTHERS PRESENT		
Jamie Taylor, HSNT Joni Wysocki, AIN/AHF Michael Hager, NA Consultant	Karla Obasi Kevin Davis	Traswell Livingston, ASD Jonathan Gute, PHHS

- I. **Call to Order:** Lionel Hillard, Chair, opened the meeting at 2:00 pm and called the meeting to order at 2:14 pm.
- II. **Certification of Quorum:** Quorum was established by Lionel Hillard and certified by Logane Brazile, RWPC Office of Support.
- III. **Introductions/Announcements:** Lionel Hillard announced Legacy Cares will host its annual Grace Project for women living with HIV. The conference will run from May 19-21. Attendees will enjoy fellowship, educational seminars, and much more. For more information, contact Helen Zimba.
- IV. **Approval of March 21, 2023, Meeting Minutes:** The motion to approve the Needs Assessment Committee minutes was made by John Dornheim and seconded by Helen Turner. The motion passed.
- V. **Office of Support:** The Needs Assessment Committee membership = 25 seats; 15 members and 10 vacancies; RWPC membership = 33 seats; 28 members and 33% non-aligned members.
- VI. **Cont. FY 2022 Needs Assessment Project Planning and Implementation:** Michael Hager, Needs Assessment consultant, provided a continuation of last month’s conversation requesting that members share any questions/comments about the information presented on the FY 2022 Status Neutral Needs Assessment. The Needs Assessment key results and findings were discussed. Committee members presented the following concerns:
 - U=U
 - Reaching youth demographics
 - Lack of social media presence
 - Ongoing mentorship
 - Messaging/ Verbiage
 - United front amongst HIV service providers
 - Expanding our reach to hospital agencies not often worked with
 - Targeted advertising

Recommendations included:

- *Leveraging social media*
- *Continuous Needs Assessments*
- *Sweeps process*

VII. EHE/ Taskforce/ Integrated Plan Updates: The next Dallas County HIV Task Force Meeting will be held on May 11, 2023 from 9:30a-11a.

FY 2022 Needs Assessment Crosswalk: Jasmine Sanders, Office of Support, shared Needs Assessment key results and findings, the committee engaged in robust conversation regarding next steps.

Suggestions included the following:

- *Create a factsheet*
- *PrEP/ PEP Training*
- *Outreach Activities w/ CCC*
- *Townhall Meeting*
- *Continued Collaboration w/ EHE*
- *Panel Discussion w/ Providers*
- *Dinner and Discussion*
- *Participate in National Youth HIV/AIDS Awareness Day*
- *Offer workshops and training focused on reducing stigma, unconscious bias and racism*
- *Stigma training*

VIII. New Business:

FY 2022 Needs Assessment Recommendations: John Dornheim motioned to approve the aforementioned suggestions. Helen Turner seconded the motion. The motion passed.

May Needs Assessment Meeting Next Steps: The committee will put together a workgroup to facilitate a long-term project to address the Needs Assessment recommendations.

IX. Adjournment: John Dornheim called for a motion to adjourn. Helen Turner seconded the motion. The meeting was adjourned at 3:00 pm.

Submitted by: _____
Logane Brazile, RWPC Office of Support Date _____

Draft Certified by: _____
Glenda Blackmon-Johnson, RWPC Office of Support Date _____

Final Approval by: _____
Lionel Hillard, Chair, or John Dornheim, RWPC Vice- Chair Date _____

Due to COVID-19; until further notice

NEXT SCHEDULED MEETING

May 16, 2022, 2:00 pm.

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

PLANNING AND PRIORITIES (P&P) COMMITTEE

April 19, 2023, P&P

Charge: To oversee the 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.

PLANNING & PRIORITY MEMBERS PRESENT		
Chris Walker John Dornheim, RWPC Vice Chair Korey Willis	Nathaniel Holley Lori Davidson Donna Wilson	Grace Balaoing Helen Zimba, Chair
PLANNING & PRIORITY MEMBERS ABSENT		
Laticcia Riggins	HK Yumo	
RWPC STAFF PRESENT		
Logane Brazile, Office of Support	Jasmine Sanders, Office of Support	Glenda Blackmon-Johnson, Office of Support
GRANTS MANAGEMENT STAFF PRESENT		
Sonya Hughes, AA	Justin Henry, GM	Oscar Salinas, CQM
OTHERS PRESENT		
Joni Wysocki, AIN/AHF	Andrew Wilson, PHNTX	Kevin Davis

- I. **Call to Order:** Helen Zimba, Chair, opened the meeting at 9:00 am and called the meeting to order at 9:01 am.
- II. **Certification of Quorum:** Quorum was established by Helen Zimba, Chair, and certified by Logane Brazile, RWPC Coordinator.
- III. **Introductions/Announcements:** Helen Zimba announced Legacy Cares would host its annual Grace Project for women living with HIV. The conference will run from May 19-21. Attendees will enjoy fellowship, educational seminars, and much more. For more information, contact Helen Zimba. Chris Walker, ViiV, announced he would be working on a training focused on the social determinants of health. This training will target consumers, providers, healthcare workers, etc.
- IV. **Approval of March 15, 2023, Minutes:** Lori Davidson motioned to approve the minutes Nathaniel Holley seconded. The motion passed with corrections.
- V. **Office of Support Report:** Logane Brazile, RWPC Coordinator, reported the committee has 15 seats, of which 9 seats are filled and 6 seats are vacant. He reported the committee's representation & reflectiveness of the HIV epidemic within the community as follows:
 The 1st group impacted with the highest numbers is Black at 8,405 or 40.22% representation.
 - The P&P committee membership consists of 9 people of whom 7 are Black, representing 78.00% reflectiveness.
 The 2nd group impacted with the next highest numbers is Latinx/Hispanic at 5,738 or 27.46% representation.
 - The P&P committee membership consists of 9 people of whom 0 are Latino/Hispanic with representation at 0.00% reflectiveness.
 The 3rd group impacted with the next highest numbers is White at 5,560 or 26.60% representation.
 - The P&P committee membership consists of 9 people of whom 1 are White with representation at 11.00% reflectiveness.
 The 4th group impacted with the next highest numbers is Asian/ Pacific Islander at 29 or .14% representation:
 - RWPC membership consists of 9 people of whom 1 is Asian/ Pacific Islander with representation at 11% reflectiveness.

Ryan White Planning Council has 33 seats 28 are filled with 33% non-aligned consumer

representation. *HRSA requires 33% non-aligned consumers.*

VI. **PSRA Process: Client Utilization:** Jasmine Sanders, Office of Support, provided a data presentation regarding the FY 2023 Priority Setting Process. The following topics were reviewed:

- *Legislative Language*
- *What does PSRA mean?*
- *Development of directives*
- *Carrying out the PSRA Process*
- *Ranking process*
- *Material preparation*
- *Integrated Plan and FY 22 Status Neutral Needs Assessment Alignment*
- *Client Utilization Data in Dallas, TX, 2020*
- *Core medical service utilization*
- *Support service utilization*
- *Expenditure Report 3/22-1/23*

VII. **Standards of Care Overview:** Jasmine Sanders, Office of Support, opened a discussion explaining the Standards of Care document guides care and service delivery, billing, and documentation requirements for organizations receiving Ryan White Parts A, B, and State Services funding in the Dallas EMA.

The following subsections were reviewed:

- ❖ *Mental Health Services*
- ❖ *Oral Health Care*
- ❖ *Outpatient/ Ambulatory Health Services ***

**** Changes made to subsection**

VIII. **New Business:** N/A

IX. **Adjournment:** John Dornheim, RWPC Chair, made the motion to adjourn. Korey Willis seconded the motion. The meeting was adjourned at 10:05 am.

Submitted by:

Logane Brazile, RWPC Office of Support

Date

Draft Certified by:

Jasmine Sanders, RWPC Office of Support

Date

Final Approval by:

Helen Zimba, Chair

Date

Due to COVID-19
Until Further Notice
NEXT SCHEDULED MEETING
Wednesday, May 17, 2023, 9:00 am.
Will be held via TELE-CONFERENCE

ALLOCATIONS COMMITTEE
April 24, 2023, Allocation Meeting Minutes

Charge: Develop recommendations for distributing 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.

MEMBERS PRESENT

Kelly Salinas
Courtney Thompson
John Dornheim

Corey Strickland
James Kleitches, **Chair**
James Wright

MEMBERS ABSENT

Pro Brewer
Buffie Bogue

Naomi Green, **Vice Chair**

RWPC STAFF PRESENT

Logane Brazile
RWPC Office of Support

Jasmine Sanders
RWPC Office of Support

Glenda Blackmon-Johnson
RWPC Office of Support

GRANTS STAFF MANAGEMENT PRESENT

Barbara Kakembo, PM
Nariah Webster, SFM

Wanda Scott, GM
Sonya Hughes, AA

Justin Henry, GM
Oscar Salinas, CQM

OTHERS PRESENT

Dwight Harry, ASD
Joni Wysocki, AIN/AHF

Kelly Salinas
Jonathan Gute
Seth Bell

- I. **Call to Order:** John Dornheim, opened the meeting at 5:15 PM and James Kleitches called the meeting to order at 5:16 PM.
- II. **Certification of Quorum:** Quorum was established by John Dornheim, and certified by Logane Brazile, RWPC Office of Support.
- III. **Introductions/Announcements:** Glenda Blackmon-Johnson, Office of Support, announced that the annual Grace Project is scheduled for May 19, 2023 through May 21, 2023 and the Planning Council has a table reserved with activities for attendees to participate. John Dornheim announced the Grace Project will be held at Westin Dallas Park Central Hotel at highway intersection I-75 and I-635. Glenda Blackmon-Johnson, Office of Support announced recognized the Administrative Agencies success during the HSRA site visit that was conducted on April 17th through April 21st. The Administrative Agency was invited to participate as speakers for the 2023 HRSA Conference and was invited to be participants in the HAB You Heard webinar for HRSA.
- IV. **Approval of March 27, 2023, Meeting Minutes:** John Dornheim, motioned to approve the Allocations Committee meeting minutes. Kelly Salinas seconded the motion. The motion passed with one abstention.
- V. **Office of Support Report:**
Allocation Committee (15 seats): 8 members (7 seats open)
The 1st group impacted with the highest numbers is Blacks at 8,405 or 40.22% representation.
Allocations membership consists of 8 people of whom 5 are Black, representing 62% reflectiveness.
The 2nd group impacted with the next highest numbers is Latinx/Hispanic at 5,738 or 27.46% representation.
Allocations membership consists of 8 people of whom 0 are Latino/Hispanic with representation at 0% reflectiveness.
The 3rd group impacted with the next highest numbers is White at 5,560 or 26.60% representation.
Allocations membership consists of 8 people of whom 3 are White, representing 38% reflectiveness.
Planning Council (33 seats): 28 members seated – 5 seats vacant

*RWPC Reflectiveness 33% Non-Aligned Consumers (HRSA requires 33% Non-Aligned Consumers)

Vacant Mandatory Seat Categories:

- Representation of recently incarcerated
- Members of a Federally recognized Indian tribe

VI. **FY 2024 Part A PSRA Process Resource Allocation Planning: What’s Important? Training:** Jasmine Sanders, Office of Support, provided a comprehensive Data training for the members which included an overview of the HRSA Part A Client Utilization Dashboard. Noted below are the elements introduced in the presentation to the committee in relation to the Resource Allocation process as it relates to the Priority Setting and Resource Allocation Process. The training criterion is shown below:

- Importance of developing directives
 - Identifying HSRA Expectations
 - Describing steps in Resource Allocation
 - FY 2022 YTD Expenditure Data
 - HRSA Compass Dashboard Client Characteristic Data, 2020
- Oscar Salinas, CQM introduced the committee to Performance Measuring data. The presentation objectives are as follows:
- Clients served in Dallas EMA/Sherman Denison HSDA, 2017-2020
 - CY 2020 Care Continuum data

Jasmine Sanders, Office of Support, announced that she and Oscar Salinas, CQM will work together to gather data and present the data to the committee. The committee expressed interest in receiving the data spreadsheets shared by Oscar Salinas, CQM in which Ms. Sanders agreed to share with the committee after the meeting.

VII. **New Business:** N/A

VIII. **Adjournment:** John Dornheim, called for a motion to adjourn. Kelly Salinas seconded the motion. The meeting was adjourned at 6:03 PM.

Drafted by:

Jasmine Sanders, Planner RWPC Office of Support

Date

Certified by:

Glenda Blackmon-Johnson, RWPC Office of Support

Date

Final Approval by:

James Kleitches, Allocations Chair
Naomi Green, Allocations Vice-Chair

Date

Due to COVID-19
NEXT SCHEDULED MEETING
Monday, May 22, 2023, at 5:15 PM.
Will be held via TELE-CONFERENCE
Dallas County Health and Human Services Building

RYAN WHITE GRANT PART A CONTACT INFORMATION

SUB-RECIPIENT CONTACT NAME												
#	ORG NAME	#	Executive Contact	Position	Executive Email	Address	City	Zip	Office #	Fax #	Cell #	
1	AIDS Healthcare Foundation (AHF) / AIDS Interfaith Network, Inc. (AIN)	1	Anthony Snipes	Regional Director	Anthony.Snipes@ahf.org							
		2	Charity Chandler-Cole	National Director of Contracts	charity_chandler@aidshhealth.org	6255 W. Sunset Blvd., 21st FL	Los Angeles	90028	323.860.5384	n/a	310.882.9462	
		3	Scarlett Calderwood	Regional Director of Health Care Center Operations	Scarlett.Calderwood@ahf.org							
		4	Jonathan Cowans	Practice Manager	Jonathan.Cowans@ahf.org							
		5	Shibu K. Sam	Senior Contracts Manager	shibu.sam@aidshhealth.org			Dallas				972.523.3113
		1	Steven Pace	Chief Executive Officer	steven@aindallas.org	2707 N. Stemmons Fwy., STE 120	Dallas	75207	214.943.4444	214.948.9988		
		2	Joni Wysocki	Chief Operating Officer	joni@aindallas.org				214.943.4444 x102	214.941.7739		
		3	Marlin Ginlesperger	Chief Financial Officer	marlin@aindallas.org							
		4	Kandace Hunt	All Healthcare Center Sites Contact	Kandace.hunt@ahf.org				214.599.7025			
		5	Joby Varughese, PharmD	AHF Medical City Pharmacy Contact	Joby.Varughese@ahfrx.org	7777 Forest Lane Ste B-A80	Dallas	75230	972.383.1070	972.383.1071		
		6	Roshini Mathew, PharmD	AHF Market Center Pharmacy Contact	roshini.mathew@ahfrx.org	2600 N Stemmons Fwy 141A	Dallas	75207	972.584.9653	833.897.3812		
2	PRISM Health North Texas	1	John T. Carlo, M.D.	Chief Executive Officer	john.carlo@prismntx.org	351 W. Jefferson Blvd., STE 300	Dallas	75208	214.521.5191	214.528.5879		
		2	Gilbert Kouame	Chief Financial Officer	gilbert.kouame@prismntx.org		Dallas					
		3	Karin Petties	Vice President of Grants Admin	karin.petties@prismntx.org		Dallas		214.521.5191 x3344		214.546.1790	
		4	Cathy Bryan	Executive Vice President of Patient Services & Operations	cathy.bryan@prismntx.org		Dallas					
3	AIDS Services of Dallas (ASD)	1	Traswell Livingston	Executive Director	tlivingston@aidsdallas.org	400 S. Zang, STE 1305 LB 21	Dallas	75208	214.941.0523	214.941.8144		
		2	Yolanda Jones	Chief Operating Officer	yjones@aidsdallas.org							
		3	Bernie Keasler	Chief Financial Officer	bkeasler@aidsdallas.org							
		4	Dwight Harry	Program Coordinator	dharry@aidsdallas.org							
4	Parkland Health & Hospital Systems (PHHS)	1	Crystal Curtis	HIV Grant Programs Director	crystal.curtis@phhs.org	1936 Amelia Court, 2nd FL	Dallas	75235	214.590.5182	214.590.2832		
		2	Jessica Hernandez	Senior Vice President	jessica.hernandez@phhs.org							
		3	Kellie Norcott	Program Manager	kellie.norcott@phhs.org							
		4	Piper Duarte		piper.duarte@phhs.org							
		5	Shelia Fisher	Director of Grants Management	shelia.fisher@phhs.org							
5	Dallas Legal Hospice (DLH)	1	Tony Lokash	Executive Director	tony@legalthospice.org	1825 Market Center Blvd., STE 550	Dallas	75207	214.521.6622	214.521.3310		
		2	Nisa Ortez	Client Service Coordinator	nisa@legalthospice.org							
6	Dental Health Programs, Inc.	1	Dorothy Jones	Executive Director	drobinson@communitydentalcare.org	3910 Gaston Ave., STE 175	Dallas	75246	214.590.0193	214.266.1001		
		2	Johnathon Bingham	Fiscal/Program Coordinator	jbingham@communitydentalcare.org						469.387.7700	
7	Health Services of North Texas, Inc. (HSNT)	1	Doreen Rue	Chief Executive Officer	drue@healthntx.org	4401 North I-35, STE 312	Denton	76207	940.381.1501	940.556.8059		
		2	Debra Layman	Chief Operating Officer	dlayman@healthntx.org							
		3	Pam Barnes	Chief Financial Officer	pbarnes@healthntx.org							
		4	Merline Wilson	Senior Program Manager	mwilson@healthntx.org							
8	Legacy Counseling Center, Inc. (LCC)	1	Brooke Nickerson-Henderso	Executive Director	brooke@legacycares.org	4054 McKinney Ave., STE 102	Dallas	752041	214.520.6308	214.521.9172		
		2	MerriGay Fitz	Fiscal Contact	mfritz0913@hotmail.com							
		3	Tammy McCormack	Office Manager	tammy@legacycounseling.org							
9	Open Arms, Inc. / Bryan's House	1	Abigail Erickson-Torres	Chief Executive Officer	aerickson@bryanshouse.org	3610 Pipestone Rd.	Dallas	75212	214.559.3946	214.559.2827		
		2	Linda White	Chief Financial Officer	lwhite@bryanshouse.org							
		3	Yessenia Ramirez	Operations Director	yramirez@bryanshouse.org							
		4	Marilyn Quinones	Social Services Director	marilynquinones@bryanshouse.org							
10	Resource Center of Dallas (RCD)	1	CC Cox	Chief Executive Officer	ccox@myresourcecenter.org	2701 Reagan St.	Dallas	75219	214.528.0144	214.522.4604		
		2	Dave Hesse	Chief Financial Officer	dhesse@myresourcecenter.org							
		3	Marisa Elliott	Chief Operating Officer	melliott@myresourcecenter.org							
		4	Del Wilson	Programs Manager	delwilson@myresourcecenter.org							
11	Your Health Clinic - Callie Clinic	1	Gwynne Palmore	Chief Executive Officer	gwvne.palmore@gmail.com	1521 Baker Rd.	Sherman	75090	903.891.1972	903.892.6093		
		2	Bob Stooffire	Chief Financial Officer	bobstooffire@gmail.com							
		3	Glenn Moreland	Clinical Administrator	rglenm@yahoo.com							
		4	Norma Piel-Brown	Compliance Officer	norma.pielbrown@callieclinic.org							

RWPC Membership List

	EMAIL
1. <i>Lionel Hillard</i>	hillardlionel@gmail.com
2. <i>John Dornheim</i>	John.dornheim@dallascounty.org
3. <i>Lori Davidson</i>	lori.davidson@dallascityhall.com
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- | | |
|---------------------------|--|
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| 26. Pro Brewer | pro.brewer12@gmail.com |
| 27. Terra Ejike | terra.ejike@dallascounty.org |