

**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: August 2, 2023

Re: Meeting Announcement

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Please note that there will be a:

**Ryan White Planning Council Meeting**  
**Wednesday, August 9, 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, August 8, 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  
Melody Lee, Program Monitor  
Tyreece Stephens, Fiscal  
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, August 9, 2023  
9:00 a.m.

- |       |  |   |
|-------|--|---|
| I.    | Call to Order  | Helen Zimba, RWPC Chair or John Dornheim, RWPC Vice-Chair |
| II.   | Certification of Quorum  | Helen Zimba, RWPC Chair or John Dornheim, RWPC Vice-Chair |
| III.  | Introduction/Announcements   | Helen Zimba, RWPC Chair or John Dornheim, RWPC Vice-Chair |
| IV.   | <b>Approval of the July 12, 2023, Minutes</b>                                      | <b>Action Item</b>  |
| V.    | Administrative Agency Report   | Sonya Hughes, AA Representative                           |
|       | <ul style="list-style-type: none"><li>• AA Updates</li><li>• CQM Updates</li></ul> |   |
| VI.   | Committee Meeting Update:  |   |
|       | a. Executive Committee   | Helen Zimba, RWPC Chair or John Dornheim, RWPC Vice-Chair |
|       | b. Planning and Priorities Committee   | Helen Zimba, RWPC Chair or John Dornheim, RWPC Vice-Chair |
|       | <b>PSRA Process – FY 2024 Ballot Approval</b>                                      | <b>Action Item</b>  |
|       | c. Needs Assessment Committee  | Lionel Hillard  |
|       | d. Allocations Committee   | James Kleitches or Naomi Green                            |
|       | e. Evaluation Committee  | Helen Zimba, RWPC Chair or John Dornheim, RWPC Vice-Chair |
|       | f. Consumer Council Committee  | Kevin Davis, Chair or Donna Wilson, Vice-Chair            |
| VII.  | New Business   |   |
| VIII. | Adjournment  | Helen Zimba, RWPC Chair or John Dornheim, RWPC Vice-Chair |

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

NEXT SCHEDULED MEETING

**Wednesday, September 13, 2023, 9:00 AM**

**Will be held via TELE-CONFERENCE**

# RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA

July 12, 2023, Meeting Minutes

COUNCIL MEMBERS PRESENT		
Corey Strickland James Kleitches Korey Willis Nathaniel Holley Wade Hyde Jonathan Thorne John Dornheim, <b>Vice-Chair</b>	Kelly Salinas La’Paul Fulsom Dr. Regina Williams Kevin Chadwin Davis Grace Balaoing Sattie Nyachwaya	Lionel Hillard Naomi Green Terra Ejike Norma Piel-Brown James Wright
COUNCIL MEMBERS ABSENT		
Donna Wilson Lori Davidson Jonathan Ford HK Yumo	Alexander Deets Laticcia Riggins Chris Walker Dan Nguyen	Helen Zimba, <b>Chair</b> Derick Felton Nisa Ortiz Pro Brewer
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		
Justin Henry, AA Wanda Scott, AA Melody Lee, AA	Oscar Salinas, CQM Kofi Bissah, ADAP Tyreece Stephens, AA	Sonya Hughes, AA Nariah Webster, AA
OTHERS PRESENT		
Anahi Becerra Sandoval Annie Williams, HOPWA Brooke Henderson, Legacy Cares Diane Granberry Karin Petties, PRISM Brittany Barton Israel Chavarria	Hosea Crowell Jonathan Gute, PHHS Joni Wysocki, AIN/AHF Piper Duarte, PHHS Danielle Daniels Julia Chavarria, HOPWA Shonda	Karla Obasi Miranda Grant Seth Bell, HSNT Helen Turner Andrew Wilson, PRISM Dwight Harry, ASD

- I. **Call to Order:** John Dornheim, Vice-Chair, opened the meeting at 9:00 am; the meeting was called to order at 9:13 am.
- II. **Certification of Quorum:** Quorum was established by John Dornheim, Vice-Chair, and certified by Logane Brazile, RWPC Coordinator.
- III. **Introductions/Announcements:** *N/A*
- 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 June 14, 2023, Minutes:** John Dornheim, RWPC Vice Chair, motioned to approve the minutes. Lionel Hillard acknowledged the motion. Wade Hyde seconded the motion. The motion passed with one abstention.
- VI. **Administrative Agency Report:** Sonya Hughes, AA, made the following announcements:
  - The University of North Texas Health Science Center- Fort Worth is the new regional AETC training site. They’ve recently provided their work plan with the AA, which will be disseminated to

community members.

- The RFP calendar is being assembled to include work groups with sub-recipients, staff, and clients.
- A coaching group will arrive in Dallas during the first week of August and host their External CQM Committee meeting in person. The ECC will be meeting with the in-office leadership team as well.
- The HRSA Site visit written report has been finalized and will be shared with interested parties.

**Fiscal:** Wanda Scott, AA, shared the following updates:

**Fiscal Updates**

1. Expenditure Report:

Award Amount: HRSA & DSHS.

**Part A Formula, Supplemental, MAI, and Carryover (Formula & MAI) - 03/2023 thru 02/2024 (3 months of Expenses).**

TOTAL AWARD	EXPENSE	%	BALANCE	%
\$20,564,468.00	\$2,316,716.37	11%	\$18,247,706.63	89%

**DSHS Part B and State Rebate– 04/2023 thru 03/2024 (2 months of Expenses)**

TOTAL AWARD	EXPENSE	%	BALANCE	%
\$3,111,697.00	\$143,091.64	5%	\$2,968,605.36	95%

**DSHS State Rebate– 04/2023 thru 03/2024 (2 months of Expenses)**

TOTAL AWARD	EXPENSE	%	BALANCE	%
\$588,511.00	\$36,719.76	6%	\$551,791.24	94%

**DSHS State Services – 09/01/2022 thru 08/31/2023 (8 months of Expenses)**

TOTAL AWARD	EXPENSE	%	BALANCE	%
\$1,457,610.00	\$ 975,299.89	67%	\$482,310.11	33%

**3. Dallas County Financial Management System – Oracle Fusion Updates**

An email notifications went out to the Ryan White Sub-Recipients about Ryan White Grants Invoice Payment on May 19, 2023.

Recently Dallas County rolled out a new payment system, and all vendor requests for payments have been placed on hold. Our Accounts Payable department has begun processing payments again; however, the implementation of the new payment system is still ongoing. Please anticipate a delay in processing any Monthly Financial Payments (MFRs) provided in May and June.

We appreciate your patience and understanding while Dallas County works with our accounting department to get these requests paid out correctly in the new system. We value our providers and the quality of services provided to persons living with HIV/AIDS within the HSDA and EMA areas. We sincerely apologize for any inconvenience this may cause and will provide any updates as given to us.

**CQM:** Oscar Salinas, CQM, announced the upcoming ECC meeting will be hybrid. The Client Improvement Project, centered on Linkage to Care, will identify and analyze patient care outcomes and organizational performance to ensure more efficient healthcare service delivery. Members participated in a robust discussion regarding further efforts to capture those who are not in care/lost in care.

**Program Team:** Justin Henry, AA, made the following announcements:

- The Part B program monitoring process is nearly concluded. In the coming weeks, Part B service support categories for DSHS, reports will be sent to all sub-recipient agencies.

- There were adjustments made to the Service Standards regarding Part B service categories. A work group will be assembled in the coming weeks.
- Internal meetings will be held to discuss best practices regarding program guidance; sub-recipients will be kept aware of the outcomes of said discussions.
- A robust conversation ensued regarding questions about service standards.

**ADAP: N/A**

## **VII. Committee Reports:**

- A. Executive Committee:** John Dornheim, RWPC Vice-Chair, reported the Executive Committee met on July 5, 2023. Quorum was met. The Committee approved Allocations and Evaluation Committee documents for forwarding to Planning Council for approval. Diane Granberry was appointed to the Needs Assessment Committee and recommended for placement on the Planning Council. Kevin Chadwin Davis was recommended for placement to CCC Chair. Donna Wilson was recommended for placement to CCC Vice-Chair.
- B. Planning & Priorities Committee:** John Dornheim, RWPC Vice-Chair, reported Planning & Priorities & CCC Committee conducted a Joint Meeting to review and present questions regarding the PRSA data/voting information for the PSRA process. 6/21/2023 Planning & Priorities Committee met established quorum and discussed the Standards of Care Service Categories (- Established Quorum, further guidance regarding the PSRA Process activities from Jasmine Sanders and provided change recommendations for the service categories reviewed: *Substance Abuse, Outpatient Care, Child Care Services, Emergency Financial Assistance, Food Bank/Home, Delivered Meals, Health Education/Risk Reduction, Housing.*
- C. Needs Assessment Committee:** Lionel Hillard reported Needs Assessment was met on June 20, 2023. The Committee discussed actionable next steps, including identifying and creating a list of Priority Populations for focus groups for the next phase of activities. Discussed the Integrated Plan Summary Statement; requested further discussion at the following meeting.
- D. Evaluation Committee:** John Dornheim, RWPC Vice-Chair, reported the Committee met and established quorum, voted to approve to forward the FY 2022 Assessment/Evaluation of the Administrative Mechanism with Recommendations, courtesy introduction to the Integrated Plan Statement Commentary sent by HRSA and CDC and discuss potential ways/strategies and consideration for how the Committee might participate with the monitoring, evaluation, and change recommendations for this endeavor.

**The Executive Committee motioned to approve the FY 2022 Assessment/Evaluation of the Administrative Mechanism w/ Recommendations. Lionel Hillard, Allocations Chair, seconded. The motion passed with 1 abstention.**

- E. Allocations Committee:** James Kleitches, Allocations Chair, reported the Committee met and established quorum, conducted FY 2022 Reallocations for State Service, State Rebate for Dallas, and Sherman Dennison; and FY 2023 Full Award Allocations for Part A to establish the 75/25 allocation requirement and approved the FY 2023 Full Award Endorsement Letter Review and Approval to Forward for voting members of the Planning Council and review FY 2022 Expenditure Reports for all grants.

### **I. 22-23 Final State Services Reallocation:**

Under FY 2022 State Services **Dallas HSDA**, a total of **\$7,616.97** was returned from the following service Category: Referral for Healthcare AIDS Pharmaceutical Assistance. The Committee reviewed the Requests for funding increases justification and trending expenditures. The Committee decided to reallocate Dallas HSDA's funds to the following category: Health Insurance Assistance and Medical Transportation, totaling **\$7,616.97**.

The Allocations Committee recommends that the Ryan White Planning Council of the Dallas Area reallocate FY 2022 State Services as presented on the attached spreadsheet and gives the Administrative Agency the discretion to reallocate available funds to core medical services and the unspent funds up to +/-7% of the total award.

**The Executive Committee motioned to approve the 22-23 Final State Service Reallocation. Lionel Hillard, Allocations Chair, seconded the motion. The motion passed with 6 abstentions.**

Under FY 2023 Part A, an available fund total of **\$147,658.00** was returned from the following service Categories: Non-Medical Case Management, Referral for Healthcare. The Allocations Committee is tasked with reallocating funds back into services. The Committee's allocation decisions are shown as per the Attachment in the following categories: Ambulatory Outpatient Medical Care, Health Insurance and Cost Sharing for a total **\$147,658.00**.

The Allocations Committee recommends the reallocation of **FY 2023 Part A funds** in the amount of

\$147,658.00 as indicated on the attached spreadsheet.

**The Executive Committee motioned to approve the reallocation as stated. Lionel Hillard, Allocations Chair, seconded the motion. The motion passed with 6 abstentions.**

**II. 23-24 State Rebate Allocation:**

Under FY 2022 State Services-Rebate **Dallas HSDA**, a total fund amount of **\$14,590.00** was returned from the following service category: Referral for Healthcare. The Allocations Committee was tasked with reallocating an aggregate total of **\$14,590.00** from FY 2022 State Services-Rebated funds back into services. The Committee reviewed the justification for funding increases & expenditure data. The Committee decided to reallocate State Services-Rebate funds to the following categories: Health Insurance Assistance, Legal Services, and Referral for Healthcare for a total of **\$14,590.00**.

The Allocations Committee recommends that the Ryan White Planning Council of the Dallas Area reallocate FY 2022 State Services Rebate Dallas HSDA for \$14,590.00. RWPC AC stipulated AA’s discretion to allocate plus/minus 7%.

**The Executive Committee motioned to approve the allocations as stated. Lionel Hillard, Allocations Chair, seconded the motion. The motion passed with 6 abstentions.**

Under FY 2022 State Services-Rebate **Sherman/Dennison HSDA**, a total fund amount of **\$27,500.00** was returned from the following service category: *Referral for Healthcare*. The Allocations Committee was tasked with reallocating an aggregate total of **\$27,500.00** from FY 2022 **Sherman/Dennison HSDA** State Services- Rebated funds back into services. The Committee reviewed the justification for funding increases & expenditure data. The Committee decided to reallocate State Services-Rebate funds to the following categories: Outpatient Medical Care, *Medical Case Management, Early Intervention, and non-medical case management services* totaling **\$27,500.00**. The Allocations Committee recommends that the Ryan White Planning Council of the Dallas Area reallocate FY 2022 State Services Rebate **Sherman/Dennison HSDA**.

**The Executive Committee motioned to approve the allocations as documented. Lionel Hillard, Allocations Chair, seconded the motion. The motion passed with 6 abstentions.**

**III. 23-24 Full Awards (Actual) Budget:**

The Ryan White Planning Council (PC) endorsed the FY 2023 allocations from calendar year 2022 as recommended by the Allocations Committee prior to the award being received; the Allocations Committee affirms receipt of the actual **Full** (\$20,564,468.00) award for FY 2023-2024 Formula and Supplemental grants to the Dallas EMA.

**The Executive Committee motioned to approve the allocations as documented. Lionel Hillard, Allocations Chair, seconded the motion. The motion passed with 6 abstentions.**

**IV. Approval of the FY 2023 Full Award Endorsement Letter:**

**The Executive Committee motioned to approve the Endorsement Letter with modifications. Lionel Hillard, Allocations Chair, seconded the motion. The motion passed with 6 abstentions.**

**F. Consumer Council Committee: *Did Not Establish Quorum- The following forum will be July 21, 2023, at noon.***

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

**VI. Adjournment: Donna Wilson, CCC Chair, motioned to adjourn. John Dornheim seconded the motion. The motion passed unanimously. The meeting was adjourned at 9:56 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, August 9, 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**  
**July 5, 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	John Dornheim, RWPC Vice-Chair	Lionel Hillard
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**MEMBERS ABSENT**

Naomi Green	Helen Zimba, Chair	
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**RWPC STAFF PRESENT**

Jasmine Sanders, RWPC Planner	Glenda Blackmon-Johnson, RWPC Manager	Logane Brazile, RWPC Coordinator
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**GRANTS MANAGEMENT STAFF**

Justin Henry, AA Oscar Salinas, CQM Sonya Hughes, AA Melody Lee, AA	Barbara Kakembo, AA Marlen Rivera, AA Nariah Webster, AA	LeShaun Murphy, AA Sonya Hughes, AA Wanda Scott, AA
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**OTHERS PRESENT**

Diane Granberry Kevin Chadwin Davis Karla Obasi	Joni Wysocki, AIN/AHF Helen Turner Piper Duarte, PHHS	Sylvester Mayes, Del Wilson, RCD
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- I. **Call to Order:** John Dornheim, RWPC Vice-Chair, opened the meeting at 2:00 PM and called the meeting to order at 2:03 PM.
- II. **Certification of Quorum:** Quorum was established by John Dornheim, Vice- Chair, and certified by Logane Brazile, RWPC Coordinator.
- III. **Introductions/Announcements:** Logane Brazile, Office of Support, announced Outlook email service may automatically send any “accepted” meeting invitation to the Trash folder. Invitations may include important meeting materials, attendees should manually retrieve the message and move the invitation back to their Inbox for easy search ability.
- IV. **Approval of June 7, 2023, Minutes:** Lionel Hillard, Needs Assessment Chair, motioned to approve the minutes. Donna Wilson, CCC Chair, seconded the motion. The motion passed unanimously.
- V. **Office of Support Report:**  
RWPC membership, 33 seats in total, 30 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): 9 members (6 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): 13 members (7 seats open)
  5. Needs Assessment Committee (25 seats): 16 members (9 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 30 people, of whom 18 are Black with representation at 60.00% 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 30 people, of whom 3 are Latino/Hispanic with representation at 10.00% reflectiveness.
- The 3rd group impacted with the next highest numbers is White at 5,738 or 26.60% representation; the RWPC membership consists of 30 people, of whom 7 are White with representation at 23.00% 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 30 people, of whom 2 is Asian/ Pacific Islander with representation at 7% reflectiveness.

VI. **Leadership Report:** John Dornheim, RWPC Vice-Chair, 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 University of North Texas Health Science Center- Fort Worth is the new regional AETC training site. They've recently provided their work plan with the AA and will be disseminated to community members.
- The RFP calendar is being assembled to include work groups with sub recipients, staff, and clients.
- There will be a coaching group arriving in Dallas during the first week of August and will be hosting their External CQM Committee meeting in-person. The ECC will be meeting with the in-office leadership team as well.
- The HRSA Site visit written report will be available in the coming weeks and will be available to community stakeholders.

**ADAP:** N/A

**Stigma Team:** N/A

**Fiscal:** Wanda Scott, AA, shared the following updates:



**Fiscal Updates**

1. Expenditure Report:

Award Amount: HRSA & DSHS.

**Part A Formula, Supplemental, MAI, and Carryover (Formula & MAI) - 03/2023 thru 02/2024 (3 months of Expenses).**

TOTAL AWARD	EXPENSE	%	BALANCE	%
\$20,564,468.00	\$2,316,716.37	11%	\$18,247,706.63	89%

**DSHS Part B and State Rebate– 04/2023 thru 03/2024 (2 months of Expenses)**

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**DSHS State Services – 09/01/2022 thru 08/31/2023 (8 months of Expenses)**

TOTAL AWARD	EXPENSE	%	BALANCE	%
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**3. Dallas County Financial Management System – Oracle Fusion Updates**

An email notifications went out to the Ryan White Sub-Recipients about Ryan White Grants Invoice Payment on May 19, 2023.

Recently Dallas County rolled out a new payment system, and all vendor requests for payments have been placed on hold. Our Accounts Payable department has begun processing payments again; however, the implementation of the new payment system is still ongoing. Please anticipate a delay in processing any Monthly Financial Payments (MFRs) provided in May and June.

We appreciate your patience and understanding while Dallas County works with our accounting department to get these requests paid out correctly in the new system. We value our providers and the quality of services provided to persons living with HIV/AIDS within the HSDA and EMA areas. We sincerely apologize for any inconvenience this may cause and will provide any updates as given to us.

**CQM:** Oscar Salinas, CQM, announced the upcoming ECC meeting will be hybrid. The Client Improvement Project, centered on Linkage to Care, will serve to identify and analyze patient care outcomes and organizational performance to ensure more efficient healthcare service delivery.

**Program:** Justin Henry, AA, made the following announcements:

- The Part B program monitoring process is nearly concluded. Part B service support categories for DSHS, reports will be sent to all sub recipient agencies in the coming weeks.
- There were adjustments made to the Service Standards regarding Part B service categories. A work group will be assembled in the coming weeks.

**VIII. Committee Reports:**

**A. Allocations Committee:** James Kleitches, Allocations Chair, reported the Committee met and established quorum, conducted FY 2022 Reallocations for State Service, State Rebate for Dallas and Sherman Dennison; and FY 2023 Full Award Allocations for Part A to establish the 75/25 allocation requirement and approved the FY 2023 Full Award Endorsement Letter Review and Approval to Forward for voting members of the Planning Council. Reviewed FY 2022 Expenditure Reports for all grants.

I. **22-23 Final State Services Reallocation:**

Under FY 2022 State Services **Dallas HSDA**, a total of **\$7,616.97** was returned from the following service Category: Referral for Healthcare AIDS Pharmaceutical Assistance. The Committee reviewed the Requests for Funding Increases justification and trending expenditures. The Committee decided to reallocate Dallas HSDA's funds to the following category: Health Insurance Assistance and Medical Transportation, totaling **\$7,616.97**.

The Allocations Committee recommends that the Ryan White Planning Council of the Dallas Area reallocate FY 2022 State Services as presented on the attached spreadsheet and gives the Administrative Agency the discretion to reallocate available funds to core medical services and the unspent funds up to +/-7% of the total award.

**The Allocations Committee motioned to approve the 22-23 Final State Service Reallocation. Donna Wilson, CCC Chair, seconded the motion. The motion passed with 3 abstentions.**

Under FY 2023 Part A, an available fund total of **\$147,658.00** was returned from the following service Categories: Non-Medical Case Management, Referral for Healthcare. The Allocations Committee is tasked with reallocating funds back into services. The Committee's allocation decisions are shown as per the Attachment in the following categories: Ambulatory Outpatient Medical Care, Health Insurance and Cost Sharing for a total **\$147,658.00**.

The Allocations Committee recommends the reallocation of **FY 2023 Part A funds** in the amount of **\$147,658.00** as indicated on the attached spreadsheet.

**The Allocations Committee motioned to approve the reallocation as stated. Donna Wilson, CCC Chair, seconded the motion. The motion passed with 3 abstentions.**

II. **23-24 State Rebate Allocation:**

Under FY 2022 State Services-Rebate **Dallas HSDA**, a total fund amount of **\$14,590.00** was returned from the following service category: Referral for Healthcare. The Allocations Committee was tasked with reallocating an aggregate total of **\$14,590.00** from FY 2022 State Services-Rebated funds back into services. The Committee reviewed the justification for funding increases & expenditure data. The Committee decided to reallocate State Services-Rebate funds to the following categories: Health Insurance Assistance, Legal Services, and Referral for Healthcare for a total of **\$14,590.00**.

The Allocations Committee recommends that the Ryan White Planning Council of the Dallas Area reallocate FY 2022 State Services Rebate Dallas HSDA for \$14,590.00. RWPC AC stipulated AA's discretion to allocate plus/minus 7%.

**The Allocations Committee motioned to approve the allocations as stated. Donna Wilson, CCC Chair, seconded the motion. The motion passed with 3 abstentions.**

Under FY 2022 State Services-Rebate **Sherman/Dennison HSDA**, a total fund amount of **\$27,500.00** was returned from the following service category: *Referral for Healthcare*. The Allocations Committee was tasked with reallocating an aggregate total of **\$27,500.00** from FY 2022 **Sherman/Dennison HSDA** State Services- Rebated funds back into services. The Committee reviewed the justification for funding increases & expenditure data. The Committee decided to reallocate State Services-Rebate funds to the following categories: *Outpatient Medical Care, Medical Case Management, Early Intervention, and non-medical case management services* totaling **\$27,500.00**.

The Allocations Committee recommends that the Ryan White Planning Council of the Dallas Area reallocate FY 2022 State Services Rebate **Sherman/Dennison HSDA**

**The Allocations Committee motioned to approve the allocations as documented. Donna Wilson, CCC Chair, seconded the motion. The motion passed with 3 abstentions.**

III. **23-24 Full Awards (Actual) Budget:**

The Ryan White Planning Council (PC) endorsed the FY 2023 allocations from calendar year 2022 as recommended by the Allocations Committee prior to the award being received; the Allocations Committee affirms receipt of the actual **Full** (\$20,564,468.00) award for FY 2023-2024 Formula and Supplemental grants to the Dallas EMA.

**The Allocations Committee motioned to approve the 23-24 Full Awards Actual Budget. Donna Wilson, CCC Chair, seconded the motion. The motion passed with 3 abstentions.**

IV. **Approval of the FY 2023 Full Award Endorsement Letter:**

**The Allocations Committee motioned to approve the Endorsement Letter with modifications. Donna Wilson, CCC Chair, seconded the motion. The motion passed with 3 abstentions.**

B. **Needs Assessment Committee:** Lionel Hillard reported Needs Assessment met on June 20, 2023. The Committee discussed actionable next steps to take, including identifying and creating a list of Priority Populations for focus groups for the next phase of activities, etc. Discussed the Integrated Plan Summary Statement; made a request for further discussion at the following meeting.

C. **Planning & Priorities Committee:** John Dornheim, RWPC Vice-Chair, reported Planning & Priorities & CCC Committee conducted a Joint Meeting to review and present questions regarding the PRSA data/voting information for the PSRA process. 6/21/2023 Planning & Priorities Committee met established quorum and discussed the Standards of Care Service Categories (- Established Quorum, further guidance regarding the PSRA Process activities from Jasmine Sanders and provided change recommendations for the service categories reviewed: *Substance Abuse, Outpatient Care, Child Care Services, Emergency Financial*

*Assistance, Food Bank/Home, Delivered Meals, Health Education/Risk Reduction, Housing.*

**D. Consumer Council Committee: *Did Not Establish Quorum- The next forum will be July 21, 2023, at noon.***

**E. Evaluation Committee:** John Dornheim, RWPC Vice-Chair, reported the Committee met and established Quorum, voted to approve to forward the FY 2022 Assessment/Evaluation of the Administrative Mechanism with Recommendations; courtesy introduction to the Integrated Plan Statement Commentary sent by HRSA and CDC and discuss potential ways/strategies and consideration for how the committee might participate with the monitoring, evaluation, and change recommendations for this endeavor.

**The Evaluation Committee motioned to approve the FY 2022 Assessment/Evaluation of the Administrative Mechanism w/ Recommendations. Donna Wilson CCC Chair, seconded. The motion passed with 2 abstentions.**

**F. Approval of the RWPC Agenda for July 12, 2023:** Lionel Hillard, NA Chair, motioned for the approval of the agenda. James Kleitches, Allocations Chair, 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.*

*(2) Interview*

*Diane Granberry was appointed to the Needs Assessment Committee and recommended for placement on the Planning Council.*

*Kevin Chadwin Davis was recommended for placement to CCC Chair.*

*Donna Wilson was recommended for placement to CCC Vice-Chair.*

Lionel Hillard, Needs Assessment Chair, motioned to accept the placements. James Kleitches seconded the motion. The motion passed unanimously.

**I. Adjournment:** John Dornheim, RWPC Vice-Chair, made a motion to adjourn. James Kleitches seconded the motion. The motion passed unanimously. The meeting was adjourned at 4:10 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, August 2, 2023, @ 2:00 PM.**

Will be held via TELE-Conference

Dallas County Health and Human Services Building

# PLANNING AND PRIORITIES (P&P) COMMITTEE

July 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		
Donna Wilson Helen Zimba, <b>Chair</b> HK Yumo	Lori Davidson Grace Balaoing Laticia Riggins	Nathaniel Holley Korey Willis
PLANNING & PRIORITY MEMBERS ABSENT		
Chris Walker		
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 Oscar Salinas, CQM Melody Lee, Fiscal	LeShaun Murphy, AA Tyreece Stephens, Fiscal Nariah Webster, Fiscal	Marlen Rivera, Fiscal Justin Henry, AA Wanda Scott, Fiscal
OTHERS PRESENT		
Corey Strickland Crystal Curtis, PHHS Karla Obasi, Dallas County Del Wilson, RCD Hosea Crowell	Kevin Chadwin Davis Daniel Sanchez, RCD Miranda Grant, Dallas County Helen Turner Sylvester Mayes	Anahi Becerra Sandoval, PHHS Julia Chavarria, HOPWA Natalie Butler, AHF Joni Wysocki, AIN/AHF

- 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:**
  - Nathaniel Holley, Freelux Project, announced the Freelux Project will host a Community Field Day on Sunday, July 23, from 4-8p at William Blair Jr. Park (3000 Rochester St, Dallas, TX).
  - Helen Turner announced the Texas HIV Syndicate meeting would be held on July 31, 2023, from 1-3:30 PM.
- IV. **Approval of June 21, 2023, Minutes:** Lori Davidson motioned to approve the minutes Donna Wilson seconded. The motion passed unanimously.
- 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 30% non-aligned consumer representation. *HRSA requires 33% of non-aligned consumers.*

VI. **PSRA Process – FY 2024 Ballot Results:** Jasmine Sanders, Office of Support, updated the FY 2024 Priority Setting Process ballot.

Lori Davidson, City of Dallas, requested the categories be ordered according to ranking for easier readability.

Kevin Chadwin Davis, CCC Chair, expressed moderate concern regarding the low ranking of Linguistic Services. Others explained that entities had hired more bilingual individuals over the years, lessening their need for separate linguistic services.

Joni Wysocki, AIN/AHF, expressed moderate concern regarding separating the Foodbank and Home Delivered Meals categories, although both are funded as one service category.

Sonya Hughes, AA, added that historically there had been split sub-categories to ensure exact allocations were applied to the specific subset.

Sonya Hughes, AA, explained why ADAP (state-funded program) is ranked due to the HRSA requirement that 95% of the Administrative Agency total award is expended.

The ballot rankings are as follows:

## FY 2024 Priority Setting Process Ballot

<b>Core Medical Services - Parts A, B, State Services</b>	<b>Rank 1 - 14</b>
<b>Service Category</b>	<b>FY 2024 Rank</b>
Outpatient/Ambulatory Health Services	1
Oral Health Care	8
Medical Case Management	4
AIDS Pharmaceutical Assistance	2
Mental Health	5
Early Intervention Services	5(t)
Substance Abuse	9
Health Insurance and Cost Sharing Assistance	7
Home and Community Based Health Care	11
Home Health Care	12
Medical Nutrition Therapy	13
Hospice Care	14
Referral for Health Care and Support Services	10
AIDS Drug Assistance Program	3

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<b>Support Services - Parts A, B, State Services</b>	<b>Rank 1 - 14</b>
<b>Service Category</b>	<b>FY 2024 Rank</b>
Food Bank	2
Case Management	1
Outreach – Lost to Care	3(t)
Medical Transportation	6
Housing-Based Case Management	3
Home Delivered Meals	9
Congregate Housing	8
Emergency Financial Assistance	7
Other Professional Services (Legal Services)	14
Respite Care for Adults	10
Day Respite Care for Children/Youth/Adults	12
Health Education/Risk Reduction	5
Child Care Services	11
Linguistic Services	13

### **Minority AIDS Initiative (MAI)**

	<b>Rank 1 -5</b>
<b>Core Medical Services</b>	<b>FY 2024 Rank</b>
Outpatient/Ambulatory Health Services	<b>1</b>
Oral Health Care	<b>4</b>
AIDS Pharmaceutical Assistance	<b>2</b>
Medical Case Management	<b>3</b>
Substance Abuse	<b>5</b>
	<b>Rank 1 - 3</b>
<b>Support Services</b>	<b>FY 2024 Rank</b>
Food Bank	<b>1</b>
Medical Transportation	<b>3</b>
Non-Medical Case Management	<b>2</b>

**Helen Zimba called for a motion to approve the FY 2024 PSRA Ballot. Lori Davidson seconded the motion. The motion passed with corrections.**

- VII. **Standards of Care Review:** Jasmine Sanders, Office of Support, reviewed the Standards of Care with the Committee. The Committee reviewed the following sections:
- *Food Bank*
  - *Home-Delivered Meals*
  - *Health/Education/ Risk Reduction*
  - *Housing*

*Categories with an asterisk (\*) were edited/changed during the discussion.*

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

- IX. **Adjournment:** Lori Davidson made the motion to adjourn. Nathaniel Holley seconded the motion. The meeting was adjourned at 10:02 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 or John Dornheim, RWPC Vice-Chair

\_\_\_\_\_  
Date

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

**NEXT SCHEDULED MEETING**

**Wednesday, August 16, 2023, 9:00 AM.**

**Will be held via TELE-CONFERENCE**

## Needs Assessment Committee

### Tuesday, July 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		
Chris Walker Helen Turner La’Paul Fulsom Miranda Grant	John Dornheim Nathaniel Holley Diane Granberry Nisa Ortiz	Lionel Hillard, <b>Chair</b> Sattie Nyachwaya Hosea Crowell
MEMBERS ABSENT		
Donna Wilson Dan Nguyen	Amanda S. Evans, M.D. Helen Zimba, RWPC Chair	Jonathan Ford Dr. Regina Williams
RWPC STAFF PRESENT		
Logane Brazile Office of Support	Glenda Blackmon-Johnson Office of Support	Jasmine Sanders Office of Support
GRANTS MANAGEMENT STAFF PRESENT		
D’Angelo Doctor, CQM Oscar Salinas, CQM Justin Henry, AA Melody Lee, AA	Kofi Bissah, ADAP Sonya Hughes, AA Marlen Rivera, Fiscal Nariah Webster, Fiscal	LeShaun Murphy, AA Barbara Kakembo, AA Tyreece Stephens, Fiscal Wanda Scott, Fiscal
OTHERS PRESENT		
James Kleitches Julia Chavarria, HOPWA	Karla Obasi, Dallas County Danielle Daniels, AA	Kevin Chadwin Davis Natalie Butler, AHF

- I. **Call to Order:** Lionel Hillard, Chair, opened the meeting at 2:00 pm and called the meeting to order at 2:06 pm.
- II. **Certification of Quorum:** Quorum was established by Lionel Hillard and certified by Logane Brazile, RWPC Office of Support.
- III. **Introductions/Announcements:**
  - John Dornheim, AA, and Nathaniel Holley, Freelux Project, announced the Freelux Project will host a Community Field Day on Sunday, July 23, from 4-8p at William Blair Jr. Park (3000 Rochester St, Dallas, TX).
  - Kevin Chadwin Davis, CCC Chair, made the following announcements:
    - Kevin Davis has been appointed to the Consumer Council Committee Chair position. Donna Wilson will now serve as CCC Vice-Chair.
    - There will be a CCC forum on Friday, July 21, 2023, at 12 noon discussing Housing/Financial Assistance for PLWH featuring Legacy Cares.
    - Monthly CCC meetings are held on the 4<sup>th</sup> Thursday of each month.
    - Kevin Davis is available to assist with the Texas HIV Syndicate application process.
  - Helen Turner announced that the application process has begun to join the Texas HIV Syndicate and the State Stigma Workgroup; contact Helen Turner.
  - Oscar Salinas, CQM, announced LPAP is seeking participation from consumers to enroll in membership to the Local AIDS Pharmaceutical Assistance Program (LPAP) Board. The purpose is to provide medications when other means are unavailable or insufficient. Those interested should contact [Angela.Jones@dallascounty.org](mailto:Angela.Jones@dallascounty.org).
- IV. **Approval of June 20, 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; 17 members and 8 vacancies;

RWPC membership = 33 seats; 28 members and 30% non-aligned members.

**VI. EHE/ Taskforce/ Integrated Plan Updates:** Additional work is being done with the Integrated Plan with the help of the Community Solutions team. The following HIV Taskforce meeting will be held on August 10, 2023.

**VII. FY 2022 Needs Assessment Recommendations for Suggested Actionable Items:** Lionel Hillard, Chair, opened the discussion by explaining the importance of this project to connect and establish connections with groups who have historically been challenging to collect data from to have the capacity to facilitate a more inclusive Needs Assessment in the future. Lionel Hillard, Chair, requested the Committee select two priority population groups to focus on to begin the project. Committee members agreed to start with Latinx and Trans-Identifying/Gender Expansive priority groups.

Members were asked to provide names and contact information for each entity on the accompanying organization list. The Committee engaged in robust conversation mentioning contacts and organizations to use as reference points to gather information from target populations. Chris Walker, ViiV Healthcare, expounded on the importance of inclusiveness in language to be sensitive to those who do not know acronyms and are not involved directly in the HIV/AIDS elimination community. The Committee agreed to begin adding contact information to the priority focus group org list.

Sonya Hughes, AA, agreed to review the Planning Council budget for incentive allocation information. The Committee requested a \$50 Walmart Gift Card as the project incentive.

Oscar Salina, CQM, reported on the HIV Care Continuum, which includes the following:

- *Clients with OAHS*
- *Clients with Ryan White Care services*
- *Retained in Care*
- *Viral Load Suppression*
- *Linked to Care*

CY 2020 for OAHS						
	AA Females		Non White<24		Hispanic MSM	
<b>Total Number of Ryan White Clients</b>	1698		291		1732	
<b>Clients with OAHS</b>	886		185		1365	
<b>Clients with a Ryan White care service:</b>	886	100%	185	100%	1365	100%
<b>Retained in Care: (2020 HAB Meas)</b>	534	60%	112	61%	1006	74%
<b>Viral Load Suppression</b>	616	70%	118	64%	983	72%
<b>Linked to Care</b>	24	44%	49	57%	93	50%
(Total New Diagnosed)	55		86		186	
CY 2020 for APA						
	AA Females		Non White<24		Hispanic MSM	
<b>Total Number of Ryan White Clients</b>	1698		291		1732	
<b>Clients with OAHS</b>	270		52		445	
<b>Clients with a Ryan White care service:</b>	251	93%	50	96%	440	99%
<b>Retained in Care: (2020 HAB Meas)</b>	195	72%	43	83%	379	85%
<b>Viral Load Suppression</b>	206	76%	34	65%	335	75%
<b>Linked to Care</b>	11	38%	14	74%	36	51%
(Total New Diagnosed)	29		19		70	

**HRSA-CDC Summary Statement:** Sonya Hughes, AA, reported that HRSA clarified the document’s purpose, stating that the Summary Statement is a living document, meaning it should be used as a recommendation guide to continue to add to as efforts progress. There will be no formal meeting set up to discuss recommendations with HRSA.

**VIII. New Business:**

Next Steps: Committee members should expect an email from the Office of Support with the 2 selected priority population groups and organizations. Members should add contact information to the organization lists to identify agency liaisons to bridge any gaps in communication. With this information, the Committee will be able to establish a relationship with priority populations to better assess their needs. Sonya Hughes, AA, agreed to review the

Needs Assessment Committee Meeting

U:\Coordinator-a\~Needs Assessment~\7.18.2023

Planning Council budget for incentive allocation information. The Committee requested \$50 Walmart Gift Cards as the project incentive.

- IX. Adjournment:** Lionel Hillard, Chair, called for a motion to adjourn. Helen Turner seconded the motion. The meeting was adjourned at 2:57 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

Tuesday, August 15, 2023, 2:00 pm.

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

**ALLOCATIONS COMMITTEE**  
**July 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**

Corey Strickland  
Naomi Green, Vice-Chair  
Wade Hyde

James Kleitches, Chair  
Buffie Bouge  
Pro Brewer

Kelly Salinas  
James Wright

**MEMBERS ABSENT**

Courtney Thompson

**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**

Sonya Hughes, AA  
Oscar Salinas, CQM  
Wanda Scott, AA

Marlen Rivera, AA  
LeShaun Murphy, AA

Nariah Webster, AA  
Melody Lee, AA

**OTHERS PRESENT**

Jonathan Gute, PHHS  
Joni Wysocki, AIN.AHF

Dwight Harry, ASD

- I. **Call to Order:** James Kleitches, Chair, opened the meeting at 5:15 PM and called the meeting to order at 5:18 PM.
- II. **Certification of Quorum:** Quorum was established by James Kleitches, Chair, and certified by Logane Brazile, RWPC Office of Support.
- III. **Introductions/Announcements:** N/A
- IV. **Approval of the June 26, 2023, Meeting Minutes:** James Wright motioned to approve the Allocations Committee meeting minutes. Corey Strickland seconded the motion. The motion passed.
- V. **Office of Support Report:**  
Allocation Committee (15 seats): 9 members (6 seats open)  
The 1st group impacted with the highest numbers is Blacks at 8,405 or 40.22% representation.  
Allocations membership consists of 9 people of whom 5 are Black, representing 56% reflectiveness.  
The 2nd group impacted with the next highest numbers is Latinx/Hispanic at 5,738 or 27.46% representation.  
Allocations membership consists of 9 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 9 people of whom 4 are White, representing 44% reflectiveness.  
Planning Council (33 seats): 30 members seated – 3 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. **PSRA Process Review + FY 2024 Ballot Results:** Jasmine Sanders, Office of Support, reviewed the PSRA Process over viewing the following:
- *Training Timeline*
  - *Data Sources*
  - *Ranking Process*

### FY 2024 Priority Setting Process Ballot

<b>Core Medical Services - Parts A, B, State Services</b>	<b>Rank 1 - 14</b>
<b>Service Category</b>	<b>FY 2024 Rank</b>
Outpatient/Ambulatory Health Services	1
Oral Health Care	8
Medical Case Management	4
AIDS Pharmaceutical Assistance	2
Mental Health	5
Early Intervention Services	5(t)
Substance Abuse	9
Health Insurance and Cost Sharing Assistance	7
Home and Community Based Health Care	11
Home Health Care	12
Medical Nutrition Therapy	13
Hospice Care	14
Referral for Health Care and Support Services	10
AIDS Drug Assistance Program	3

<b>Support Services - Parts A, B, State Services</b>	<b>Rank 1 - 14</b>
<b>Service Category</b>	<b>FY 2024 Rank</b>
Food Bank	2
Case Management	1
Outreach – Lost to Care	3(t)
Medical Transportation	6
Housing-Based Case Management	3
Home Delivered Meals	9
Congregate Housing	8
Emergency Financial Assistance	7
Other Professional Services (Legal Services)	14
Respite Care for Adults	10
Day Respite Care for Children/Youth/Adults	12
Health Education/Risk Reduction	5
Child Care Services	11
Linguistic Services	13

### **Minority AIDS Initiative (MAI)**

	<b>Rank 1 -5</b>
<b>Core Medical Services</b>	<b>FY 2024 Rank</b>
Outpatient/Ambulatory Health Services	<b>1</b>
Oral Health Care	<b>4</b>
AIDS Pharmaceutical Assistance	<b>2</b>
Medical Case Management	<b>3</b>
Substance Abuse	<b>5</b>
	<b>Rank 1 - 3</b>
<b>Support Services</b>	<b>FY 2024 Rank</b>
Food Bank	<b>1</b>
Medical Transportation	<b>3</b>
Non-Medical Case Management	<b>2</b>

- VII. **New Business:** James Kleitches, Chair, requested the Office of Support provide Client Utilization data across all grants, Historical Rankings, and Expenditure Data by service category for the August meeting.
- VIII. **Adjournment:** James Kleitches, Chair, motioned to adjourn. Naomi Green, Vice-Chair, seconded the motion. The meeting was adjourned at 5:45 PM.

Drafted by:

\_\_\_\_\_  
Jasmine Sanders, Planner RWPC Office of Support

\_\_\_\_\_  
Date

Certified by:

\_\_\_\_\_  
Logane Brazile, RWPC Office of Support

\_\_\_\_\_  
Date

Final Approval by:

\_\_\_\_\_  
James Kleitches, Allocations Chair  
Naomi Green, Allocations Vice-Chair  
Helen Zimba, RWPC Chair  
John Dornheim, RWPC Vice-Chair

\_\_\_\_\_  
Date

**Due to COVID-19**  
**NEXT SCHEDULED MEETING**  
**Monday, August 28, 2023, at 5:15 PM.**  
**Will be held via TELE-CONFERENCE**  
**Dallas County Health and Human Services Building**

## CONSUMER COUNCIL COMMITTEE MEETING MINUTES

July 27, 2023

### Meeting Minutes

**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 Modernization Act, including the Texas Department of State Health Services (DSHS).

#### MEMBERS PRESENT

Helen Turner  
Hosea Crowell  
Kevin Davis, **Chair**

Lionel Hillard  
John Dornheim

Alleah McWilson  
Nisa Ortiz

#### MEMBERS ABSENT

Donna Wilson, **Vice-Chair**  
Ricky Tyler  
Alexander Deets

Helen Zimba  
Virlinda Stanton

#### COUNCIL STAFF PRESENT

Logane Brazile  
RWPC Office of Support

Jasmine Sanders  
RWPC Office of Support

#### GRANTS MANAGEMENT STAFF PRESENT

Melody Lee, AA  
Oscar Salinas, CQM

Justin Henry, AA  
LeShaun Murphy, AA

#### OTHERS PRESENT

Daniel Sanchez, RCD  
DeAmber Bullard, Kind Clinic  
Jena Benik, AHF

Julia Chavarria, HOPWA  
Jonathan Gute, PHHS  
Vinyetta Cooper

Danielle Daniels, City of Dallas  
Devon Williams, KIND Clinic

- I. **Call to Order:** Kevin Davis, Chair, opened the meeting at 12:00 p.m. and called the meeting to order at 12:31 p.m.
- II. **Certification of Quorum:** Quorum was established by Kevin Davis, Chair, and certified by Logane Brazile, RWPC Coordinator.
- III. **Introductions/Announcements:** Kevin Davis, Chair, initiated the meeting through requesting brief verbal introductions from meeting participants on the call.  
Devon Williams, KIND Clinic, announced KIND Clinic is in the process of hiring an outreach team, upcoming events will be announced in future meetings.  
Nisa Ortiz, Legal Hospice, announced Legal Hospice would host their annual fundraiser on August 26, 2023 at the Empire Room.
- IV. **Approval of the May 25, 2023, Minutes:** Helen Turner motioned to approve the minutes. Lionel Hillard seconded the motion. The motion passed.
- V. **Office of Support Report:**  
🚩 **Membership Representation & Reflectiveness:** The Consumer Council Committee's Black representation at 72%; White representation at 18%, and Hispanic representation is 10%. For Ryan White Planning Council, there are 33 committee seats; of those seats, 28 seats are filled.
- VI. **PSRA Process: Factsheet/Guide:** Jasmine Sanders, Office of Support, reviewed the PSRA Process overviews the following:

- *Training Timeline*
- *Data Sources*
- *Ranking Process*

## FY 2024 Priority Setting Process Ballot

<b>Core Medical Services - Parts A, B, State Services</b>	<b>Rank 1 - 14</b>
<b>Service Category</b>	<b>FY 2024 Rank</b>
Outpatient/Ambulatory Health Services	1
AIDS Pharmaceutical Assistance	2
AIDS Drug Assistance Program	3
Medical Case Management	4
Mental Health	5
Early Intervention Services	5(t)
Health Insurance and Cost Sharing Assistance	7
Oral Health Care	8
Substance Abuse	9
Referral for Health Care and Support Services	10
Home and Community Based Health Care	11
Home Health Care	12
Medical Nutrition Therapy	13
Hospice Care	14

<b>Support Services - Parts A, B, State Services</b>	<b>Rank 1 - 14</b>
<b>Service Category</b>	<b>FY 2024 Rank</b>
Case Management	1
Food Bank	2
Housing-Based Case Management	3
Outreach-Lost to Care	3(t)
Health Education/Risk Reduction	5
Medical Transportation	6
Emergency Financial Assistance	7
Congregate Housing	8
Home Delivered Meals	9
Respite Care for Adults	10
Child Care Services	11
Day Respite Care for Children/Youth/Adults	12
Linguistic Services	13
Other Professional Services (Legal Services)	14

### Minority AIDS Initiative (MAI)

	Rank 1 -5
<b>Core Medical Services</b>	<b>FY 2024 Rank</b>
Outpatient/Ambulatory Health Services	1
AIDS Pharmaceutical Assistance	2
Medical Case Management	3
Oral Health Care	4
Substance Abuse	5
	<b>Rank 1 - 3</b>
<b>Support Services</b>	<b>FY 2024 Rank</b>
Food Bank	1
Non-Medical Case Management	2
Medical Transportation	3

**VII. CCC Forum Planning:** Logane Brazile, RWPC Office of Support, initiated discussion of the upcoming forums via screen share of the current topic list. The committee was asked to review and discuss the forum topics that did not yet have a captain, speaker, or forum time. By consensus, the Committee established the order of the following forums:

**August** - HIV and Stigma / Disclosure and Sero-Difference (combined)

**September** - U=U

**October** - Prevention and New Therapies

**November** - HIV & Youth

**December** - TBD

**VIII. Committee Liaison Reports:**

**a. Allocations Committee** – Allocations met on July 25, 2023, quorum was established. Jasmine Sanders, Office of Support reviewed the PSRA Process and FY 2024 Ballot results.

**b. Planning and Priorities Committee** – The Committee met on July 19, 2023, quorum was established. Committee members discussed the Standards of Care Service Categories; Change recommendations for the service categories were reviewed: *Food Bank, Home-Delivered Meals, Health Education/Risk Education, and Housing*. Jasmine Sanders reviewed the FY 2024 PSRA Ballot results.

**c. Evaluation Committee** – *Did not meet*

**d. Needs Assessment Committee** – The Committee met on July 18, 2023, quorum was established. FY 2022 Status Neutral Needs Assessment Plan/Strategy. The Committee discussed actionable next steps, including identifying two priority populations for which to begin gathering contact information. Members were tasked with adding contact information to the ongoing email list. During the August meeting, members will identify questions and begin reaching out to organizations for information.

**e. Dallas HIV Taskforce** – HIV Taskforce’s next meeting would be held on Thursday, August 10, 2023, at 9:30 AM.

**IX. New Business:** Helen Turner inquired about the following:

- Transitioning the CCC to a different meeting date/time. Kevin Davis, Chair, acknowledged her comment and stated the idea is under review.



- Committee liaison reports should be read by the appointed Committee liaisons.
- Those who would like to participate in a 2-hour session regarding PLWH and belly fat, hosted by Theratechnologies Inc, should reach out to Helen Turner.

Kevin Davis, Chair, emphasized the importance of community collaboration, and let participants know to reach out to him if they would like to representation from the Consumer Council Committee/RWPC at their events.

X. **Adjournment:** Lionel Hillard, Chair, called for a motion to adjourn. Helen Turner seconded the motion to adjourn. The motion passed unanimously. The meeting adjourned at 12:57 p.m.

Submitted by:

\_\_\_\_\_  
Logane Brazile, RWPC Coordinator

\_\_\_\_\_  
Date

Draft Certified by:

\_\_\_\_\_  
Jasmine Sanders, RWPC Planner

\_\_\_\_\_  
Date

Final Approval by:

\_\_\_\_\_  
Donna Wilson, Chair

\_\_\_\_\_  
Date

***Due to COVID-19***

Until Further Notice

NEXT SCHEDULED MEETING

**Thursday, August 24, 2023, 12:00 p.m.**

This meeting will be held via Tele-Conference

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

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