

# Ryan White Planning Council of the Dallas Area Office of Support

## Memorandum

To: Members, Consumer Council Committee  
Interested Parties

From: RWPC Support Staff

Date: June 16, 2022

Re: Meeting Announcement

---

Please note that there will be a:  
**Consumer Council Committee Meeting**  
**Thursday, June 23, 2022, at 12:00 PM**  
Please join from your computer, tablet or smartphone.  
[Teleconference/gotomeeting.com](https://www.gotomeeting.com)

Attached, please find the meeting packet for your review. Members, if you are unable to attend this meeting, please notify Logane Brazile, RWPC Office of Support Coordinator at [Logane.Brazile@dallascounty.com](mailto:Logane.Brazile@dallascounty.com), on or before Wednesday, June 22, 2022. 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.facebook.com/Ryan-White-Planning-Council-of-the-Dallas-Planning-Area-702096959854808/>

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

# CONSUMER COUNCIL COMMITTEE

*It is our vision to promote the improvement of health and quality of life for all clients.  
The RWPC of the Dallas Area is a caring community of consumers, volunteers and providers who responsibly plan to  
address the evolving needs of the HIV/AIDS community*

Charge: *Empower consumers through education by providing the tools and knowledge to interact with those  
individuals and committees that affect categorical service delivery.*

## AGENDA

June 23, 2022

12:00 PM

- |       |   |   |
|-------|---|---|
| I.    | Call to Order   | Donna Wilson  |
| II.   | Certification of Quorum   | Donna Wilson  |
| III.  | Introductions/Announcements   | Donna Wilson  |
| IV.   | <b>Approval of the March 24, 2022, Minutes</b>  | <b>Action Item</b>  |
| V.    | Office of Support<br>✚ RWPC Membership Representation and Reflectiveness  | Discussion Item   |
| VI.   | CCC Forum Planning  | Discussion Item   |
| VII.  | Committee Liaison Reports:<br>a. Allocations Committee<br>b. Planning & Priorities Committee<br>c. Evaluation Committee<br>d. Needs Assessment Committee<br>e. Dallas HIV Taskforce | Discussion Item<br>Discussion Item<br>Discussion Item<br>Discussion Item<br>Discussion Item |
| VIII. | New Business  |   |
| IX.   | Adjournment   | Donna Wilson  |

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

**NEXT SCHEDULED MEETING**

**Thursday, July 28, 2022, 12:00 PM**

**Will be held by TELE-CONFERENCE**

via GoToMeeting

## CONSUMER COUNCIL COMMITTEE MEETING MINUTES

March 24, 2022

### 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

Alleah McWilson	Donna Wilson, Chair	David C. Becker
Helen E. Turner	John Dornheim	Ricky Tyler
Hosea Crowell	Kevin Chadwin Davis	
Lionel Hillard	Virlinda Stanton	

#### MEMBERS ABSENT

Linda Freeman	John Skelton
Alexander Deets	
Helen Zimba	
Derick Felton	

#### COUNCIL STAFF PRESENT

Glenda Blackmon-Johnson	Logane Brazile	Jasmine Sanders
RWPC Office of Support	RWPC Office of Support	RWPC Office of Support

#### GRANTS MANAGEMENT STAFF PRESENT

Sonya Hughes, AD	Barbara Kakembo, PM
Justin Henry, AA	Oscar Salinas, CQM

#### OTHERS PRESENT

Jena Benik, AHF/AIN	Kellie Norcott, PHHS
Piper Duarte, PHHS	
Cherry, Afiya Center	

- I. **Call to Order:** Donna Wilson, Chair, opened the meeting at 12:06 p.m. and called the meeting to order at 12:21 p.m.
- II. **Certification of Quorum:** Quorum was established by Donna Wilson, Chair, and certified by Logane Brazile, RWPC Coordinator.
- III. **Introductions/Announcements:** Donna Wilson, Chair, announced the following:
  - Afiya Center will be hosting their 9<sup>th</sup> annual “Get Tested, Grab a Bite” on June 27, 2022 @ 11a.m.-4p.m. at Glendale Park. The Afiya Center is currently looking for event vendors, volunteers and/or donations. Vendor applications can be requested from Donna Wilson.
  - David’s Chapel Missionary Baptist Church is hosting their monthly giveaway for the homeless. The requested donations include gently used purses/backpacks, soap, sanitizer, shower shoes, deodorant, face towels, menstrual products, packaged undergarments, etc. David’s Chapel MBC is accepting cash, Cash App, and donations through EasyTithe.

Piper Duarte, PHHS, announced that beginning on Monday, March 28, 2022, Parkland’s Maple Avenue Garage will begin charging patients a certain amount of money to park based on time increments. Validated parking is available for those seeking HIV-related medical care at the ACCESS Clinic or Moody Outpatient Center.

Helen Turner announced Texas Strikeforce will be holding a meeting with Imelda Garcia on March 24, 2022, to answer any questions from subrecipients or consumers.
- IV. **Approval of the January 27, 2022, Minutes:** Helen Turner motioned to approve the minutes. Hosea Crowell seconded the motion. The motion passed.
- V. **Office of Support Report:**
  - ✦ **Membership Representation & Reflectiveness:** Logane Brazile, RWPC Office of Support, reported the Consumer Council Committee's Black representation at 73%; White representation at 20%, and Hispanic representation is 7%. For Ryan White Planning Council, there are 33 committee seats; of those seats, 23 seats are filled. The agency affiliation for the committee has one representative from Prism Health, one from Parkland Hospital Systems, and one from AIDS

**VI. 2019 HIV Data Training:** Jasmine Sanders, RWPC Office of Support, overviewed the 2019 HIV/AIDS Data for the Dallas EMA. Due to the importance of making informed decisions regarding the PSRA process, members must have the most complete and up-to-date statistics regarding HIV/AIDS prevalence in the community. The following topics were reviewed:

*# Of people living with HIV by race and gender identity*

*# Of new diagnosis by race, ethnicity, age group*

*# Of Dallas EMA specific people living with HIV*

*Disparities of people living with HIV by race*

*Most affecting age groups*

*Male impact*

Glenda Blackmon-Johnson, RWPC Office of Support re-iterated that the CCC will participate with the P&P Committee in a joint meeting to further discuss service categories and data. Throughout the month of March, committees have been receiving the 2019 HIV Data presentation to be made aware of HIV statistics specific to the Dallas EMA. The joint meeting will be held on April 20, 2022, at 9 a.m.

**VII. CCC Forum Planning:** Logane Brazile, RWPC Office of Support, initiated discussion of the upcoming forums via screenshare 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. The upcoming forum “The Cultural Effect of HIV” will be hosted by Hosea Crowell and John Dornheim on Friday, April 8, 2022 @11:00p.m.-12:30p.m. Forum materials will be finalized by this Friday and sent to RWPC contacts.

Helen E. Turner requested that the Office of Support to submit a save the date flyer for the upcoming “HIV & Faith Based” to contacts for maximum participation.

The committee received updates from the captains of the upcoming forums.

**VIII. Committee Liaison Reports:**

**a. Allocations Committee** – Glenda Blackmon-Johnson, RWPC Office of Support, reported the AA’s request for the Allocations Committee to review and re-allocate Dallas-Part B, Dallas-State Rebate, Sherman Part-B, Sherman State Rebate, and Sherman-Part B COVID funds.

The Dallas Part B re-allocation excel spreadsheet columns shown included Service Category Ranking, Core Medical and Support Service Categories, Allocated Percentages, Allocation Award YTD, Funds Returned for Re-allocation (**Blue**), and Fund Increase Request (**RED**).

The AA reported Dallas Part- B funds returned for reallocation totaled \$98,048.00; and requests for increased funds totaled \$147,394.00; Dallas- State Rebate funds return for reallocation totaled \$52,952.00 and a request for an increased funds totaled \$52,952.00; Sherman- Part B funds return for reallocation totaled \$9,859.00, and a request for an increased finds totaled \$ 9,859.00; Sherman- State Rebate funds return for reallocation totaled \$1,504.00, and a request for increased funds totaled \$1,504; Sherman- Part B COVID funds return for reallocation totaled \$3,249.00, and a request for increased funds totaled \$3,249.

- **Dallas- Part B Reallocations:** Reallocation recommendation for Part B Awards are as follows: Outpatient/Ambulatory Medical Care at \$17,458.00, Food Bank at \$1,000.00, Case Management (non-medical) at \$37,744.00, Medical Transportation at \$37,000.00; and Referral for Health Care at \$4,846.00. Total Dallas Part B Reallocations= \$98,048.00
- **Dallas- State Rebate Re-allocations:** Re-allocation recommendation for Dallas State Rebate Awards are as follows: Outpatient/Ambulatory Medical Care at 18,776.00; and Case Management (non-medical) at 34,176.00. Total Dallas State Rebate Re-allocations= \$52,952.00
- **Sherman- Part B Reallocations:** Re-allocation recommendations for Sherman Part B Awards are as follows: Mental Health Services at \$2,000; and Case Management (non-medical) at \$7,859.00. Total Sherman Part B reallocation- \$9,859.00
- **Sherman- State Rebate Reallocations:** Re-allocation recommendations for Sherman State Rebate Awards are as follows: Food Bank at \$1,504.00. Total Sherman State Rebate Re-allocations= \$1,504.00.
- **Sherman- Part B COVID:** Re-allocation recommendations for Sherman Part B COVID Awards are as follows: Outpatient/Ambulatory Medical Care at \$3,249.00. Total Sherman COVID Re-allocations= \$3,249.00

**b. Planning and Priorities Committee** – Glenda Blackmon-Johnson, RWPC Office of Support, reported the committee met on March 16, 2022. Quorum was met. Jasmine Sanders, RWPC Office of Support, overviewed the 2019 HIV/AIDS Data for the Dallas EMA. Due to the importance of making informed decisions regarding the PSRA process, members must have the most complete and up-to-date statistics regarding HIV/AIDS prevalence in the community.

**c. Evaluation Committee** – Glenda Blackmon-Johnson, RWPC Office of Support, reported the committee met on March 22, 2022. Quorum was met. Jasmine Sanders, RWPC Planner gave a review of the EAM report stating that the report is primarily used to assess how quickly and well the RWPC Part A recipient carries out the process to contract with and pay providers for delivering HIV services, so that the needs of PLWH throughout the Dallas EMA are met. The Planning Council body is given discretion regarding providing suggestions for necessary changes. The committee reviewed procurement/RFP process, Agency #1-10 Executed contract dates for HRSA, contract monitoring process, procurement matrix, FY 2021-2022 Part A Formula Expenditure Report, and Part A Award: Contract Renewal and RFP Award Timeline 2022.

The committee held an extensive discussion regarding suggestions which include:

- *Brief sub-recipients on major programmatic changes they may expect ahead of time to ensure better communication.*
- *Provide training on any changes to the RFP, the AA should include purchasing personnel.*
- *Periodically communicate openly with sub-recipients regarding long range plans for the grants program.*

These recommendations have been noted by the AA and will be taken into consideration.

**d. Needs Assessment Committee** – Logane Brazile, RWPC Office of Support, reported the committee met on March 15, 2022. Quorum was met. Glenda Blackmon-Johnson, RWPC Office of Support, provided an update regarding the purchasing department's Request for Proposal/ Qualifications Procurement Timeline. Logane Brazile, RWPC Office of Support, initiated discussion of the FY 2022 Needs Assessment working draft via screen share. The latest version of the draft, inspired by the FY 2019 Tarrant County Needs Assessment, included a shorter length survey, questions regarding sexual orientation, incarceration, and drug use. Elements from the "sample #2 survey" committee members chose during the February meeting were included in the latest working draft. Features include easier question readability, answer checkboxes, and more appealing graphical answer choices.

Committee members made the following revision requests upon review of the draft:

- Improved language use*
- Categorical question placement,*
- Estimated time of survey completion*
- Technology access questions*
- Additional answer choices on select questions (i.e., additional gender identity options)*

Other Needs Assessment Strategic Planning Recommendations Included:

- Paper copies of the FY 2022 Needs Assessment Survey*
- Establish agreements with the Providers to have copies available at Provider site*
- Save the date notification send-out*
- Spanish version*
- QR codes*
- Flyer development*

The listed suggestions will be either implemented into the working or draft or noted for the review of the selected project contractor.

**e. Dallas HIV Taskforce** – Helen Turner reported that the HIV Taskforce would host its February meeting on April 14, 2022.

**IX. New Business:** Jena Benik, AIN/AHF requested information regarding the Shingles and Gardasil vaccine being provided by Dallas County.

**X. Adjournment:** Helen Turner called for a motion to adjourn. Lionel Hillard, Allocations Chair, made a motion to adjourn. Helen Zimba, RWPC Vice-Chair, seconded the motion. The meeting adjourned at 12:59 p.m.

Submitted by:

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

\_\_\_\_\_  
Date

Draft Certified by:

\_\_\_\_\_  
Glenda Blackmon-Johnson, RWPC Manager

\_\_\_\_\_  
Date

Final Approval by:

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

\_\_\_\_\_  
Date

*Due to COVID-19*  
Until Further Notice  
NEXT SCHEDULED MEETING  
Thursday, April 28, 2022, 12:00 p.m.  
Will be held via Tele-Conference