

**CONSUMER COUNCIL COMMITTEE MEETING**

**March 22, 2018**

**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 E. Turner	Linda Freeman	Christopher Grime
Donna Wilson, Vice Chair	James Gipson	Julie Jackson
John Dornheim	Ricky Tyler	Lionel Hillard

**MEMBERS ABSENT**

Auntjuan Wiley, Chair	Karin Petties	Robert L. McGee II
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**COUNCIL STAFF PRESENT**

Annie Sawyer-Williams, Coordinator	Glenda Blackmon-Johnson, RWPC Program Manager
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**GRANTS MANAGEMENT STAFF PRESENT**

Sonia Contreras, Health Advisor	Lynn Smith-Clay, Grants Management Officer
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**OTHERS PRESENT**

Justin Vander, PHNTX

- I. **Call to Order:** Donna Wilson, Vice Chair, called the meeting to order at 12:10 PM.
- II. **Certification of Quorum:** Quorum was established and certified by Annie Sawyer-Williams, RWPC Coordinator, and confirmed by Donna Wilson.
- III. **Introductions/Announcements:**
  - a. Donna Wilson announced AIDS Walk South Dallas is Saturday, March 24<sup>th</sup> registration starts at 8:00AM and the walk starts at 10:00AM.
  - b. Justin Vander announced that Eboni Vincentti is the new director of the HIVE. The HIVE's monthly calendar is available.
  - c. Lionel Hillard announced the Health Resources and Services Administration (HRSA) is here conducting a comprehensive site visit from March 19-23, 2018.
  - d. Helen E. Turner announced she will be speaking at her home church for an educational summit in Baton Rouge, LA on April 23-30, 2018; regarding the high rates of HIV/AIDS and stigma that exists.
  - e. Donna Wilson announced she will be speaking at her church (Life Church) on Sunday, April 25<sup>th</sup> regarding HIV.
- IV. **Approval of the January 25, 2018 Minutes:** *John Dornheim motioned to accept the minutes as written. Helen E. Turner seconded the motion. The motion passed with three abstentions with and changing of the meeting date correction.*
- V. **Office of Support Report:** *(Integrated Prevention and Care Plan):* Mrs. Sawyer-Williams announced upon speaking with the HRSA consultants, that the RWPC reflectiveness matrix is under-represented in youth and transgender categories. She asked everyone when they are in the community recruiting try to approach youths and transgender population.

Ms. Blackmon-Johnson announced a letter went out to Judge Clay Jenkins requesting recruitment efforts.

Ms. Blackmon-Johnson also announced support staff is in the process of updating the RWPC website that is linked to the dallascounty.org website.

Mr. Hillard announced the RWPC Retreat will take place on April 6<sup>th</sup> at the Meadows Conference Center from 9:00AM-4:00PM. The RWPC policies and procedures will be presented at the retreat.

Ms. Blackmon-Johnson gave an overview of the Integrated Prevention and Care Plan highlighting accomplishments from 2017 and an idea of what the 2018 activities will look like. She noted at the retreat a segment will be done on how to interpret data and how it is related to funding.

The Administrative Agency has received the second notice of grant award and the percent allocations that were previously established, the AA will move forward with when allocating funds to the service categories.

Mr. Hillard announced on March 28<sup>th</sup>, there will be a town hall meeting sponsored by United Black Ellument and the Resource Center. They will continue their LGBTQ Town Hall series on racial healing from 6:30-9:30PM at the Abounding Prosperity Community Center.

## **VI. Committee Liaison Reports:**

- a. **Allocations Committee:** Lionel Hillard, Allocations Committee Vice Chair, reported the committee met on February 26<sup>th</sup> and quorum was established. The committee reviewed and discussed the Part A & MAI Expenditure Report and Part B/State Services Expenditure Report for FY 2017-2018. They also reviewed the Notice of Grant Award for FY2018.
- b. **Planning & Priorities Committee:** Mr. Dornheim, Planning & Priorities Committee Vice Chair reported the committee met on March 7<sup>th</sup>, and quorum was established. The committee reviewed and approved the *How Best to Meet the Need* document. They also reviewed and discussed developing a work plan for the Integrated Prevention and Care Plan. Mr. Henry reviewed the Priority Setting guide which includes the process for priority voting, priority data, and conducting a joint session with the Consumer Council committee to complete the priority setting process.
- c. **Evaluation Committee:** Mrs. Annie Sawyer-Williams reported the committee met on February 27<sup>th</sup> and quorum was established. The committee reviewed and discussed two Standards of Care (SOC): Oral Health Care and Medical Transportation. They had one comment to report. There was a lengthy discussion regarding changes for the clients who utilize the food bank and hot meals programs, with there being an eligibility requirement to apply for the Supplemental Nutrition Assistance Program (SNAP). Clients will have to show proof that they have applied for SNAP benefits which may be an issue for undocumented clients. They discussed the final changes and completed survey for the Evaluation of the Administrative Mechanism matrix.
- d. **Needs Assessment Committee:** Mr. Dornheim reported the committee met on March 20<sup>th</sup>, and quorum was established. They discussed the priority populations for which focus groups will be help: Hispanic men who sleep with men (MSM), transgender individuals, and the youth populations. Ideally, the survey will consist of 8-10 questions. Currently,

the committee is recruiting members to sit on the Needs Assessment Committee.

- e. **Care Coordination Ad Hoc Committee:** Annie Sawyer-Williams reported that the committee met on March 8<sup>th</sup> and quorum was established. The committee discussed the 30-day rule for referrals. A recommendation was made to change the rule to 60 days and if that recommendation was not doable, a request was made to change it to 30 business days. The committee invited housing providers (AIDS Services of Dallas, Legacy Counseling, and Housing Opportunities for People with AIDS) out to discuss their eligibility processes. Different documents for eligibility are required among the various providers with a photo ID, proof of residency, letter of diagnosis, and proof of income being the four most important documents. The committee also discussed conducting a focus group for clients to discuss the common barriers for obtaining housing.

- VII. **CCC Forum Planning:** The committee discussed the next forum entitled *HIV & Insecurity* on April 5<sup>th</sup> from 2-4PM at the Meadows Conference Center. They also discussed “*Coinfection and Aging with HIV*”, and agreed to reword the title to “*Aging Gracefully with Health Challenges*” to be held on May 9<sup>th</sup> or 16<sup>th</sup>, 2018 the tentative location is Prism Health North Texas. They also discussed speakers. Ms. Smith-Clay will reach out to Dr. Bannister, Dallas County will acquire data on aging individuals from Jennifer Kline, Shirley Garrison, and Adult Protective Services. For the forum *How to Get the HIV Community More Involved* (advocating RW 101), the chair will be Christopher Grimes.

The committee scheduled tentative dates and speakers for the next forums:

- HIV & Insecurity- April 5<sup>th</sup>, 2-4 PM

- VIII. **CCC Community Events Involvement:** The upcoming community events are: AIDS Walk South Dallas on March 24<sup>th</sup>, Legacy Counseling Grace Project on April 20-22, 2018, National Alliance on Mental Illness (NAMI) has an event on May 5<sup>th</sup> at Dr. Pepper Ballpark - Home of the Frisco Roughriders, Safe Med’s *Walk With The Pharmacist* event is on March 31<sup>st</sup> at 2 PM, The Afiya Center *Get Tested Grab a Bite* testing event is on June 27<sup>th</sup> in observance of National HIV Testing Day.

- IX. **CCC Recruitment:** Ms. Wilson reminded and stressed to committee members the importance of recruiting for the RWPC and CCC.

- X. **New Business:** N/A

- XI. **Adjournment:** *John Dornheim motioned to adjourn. Rickey Tyler seconded the motion. The motion passed unanimously.*

The meeting was adjourned at 1:27 PM.

*Submitted by:*

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Annie Sawyer-Williams, Coordinator  
CCC Meeting  
3.22.2018  
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Date

*Draft Certified by:*

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Justin M. Henry, RWPC Health Planner

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Date

*Final Approval by:*

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**Auntjuan Wiley, Chair**  
**Donna Wilson, Vice Chair**

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**Date**

NEXT SCHEDULED MEETING

Thursday, April 26, 2018 12:00 PM  
Hickman Conference Room, 2<sup>nd</sup> floor  
Dallas County Health and Human Services Building  
2377 N. Stemmons Freeway, Dallas, TX