CONSUMER COUNCIL COMMITTEE MEETING
April 18, 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
Auntjuan Wiley, Chair
Donna Wilson, Vice Chair
John Dornheim

Helen E. Turner
James Gipson
Ricky Tyler

Robert L. McGee II
Julie Jackson

MEMBERS ABSENT
Christopher Grime
Karin Petties
Linda Freeman
Lionel Hillard

COUNCIL STAFF PRESENT
Annie Sawyer-Williams, Coordinator
Justin M. Henry, RWPC Health Planner

Glenda Blackmon-Johnson, RWPC Program Manager

GRANTS MANAGEMENT STAFF PRESENT
Sonia Contreras, Health Advisor
Angi Jones, Quality Assurance Advisor

Lynn Smith-Clay, Grants Management Officer

OTHERS PRESENT
Tracy Bissett, AIN
Skylar Lange, AIN
Jennifer Kendrick, PHHS
Linda Norman, DCHHS

I. Call to Order: Auntjuan Wiley, Chair, called the meeting to order at 9:05 AM.

II. Certification of Quorum: Quorum was established and certified by Annie Sawyer-Williams, RWPC Coordinator, and confirmed by Auntjuan Wiley.

Quorum established 9:15AM

III. Introductions/Announcements:
   b. She also reminded everyone of the elections month.

IV. Approval of the March 22, 2018 Minutes: Helen E. Turner motioned to accept the minutes as written. Ricky Tyler seconded the motion. The motion passed unanimously.

V. Office of Support Report: No Report


Each year the Ryan White Planning Council (RWPC) is charged with establishing priorities for the following fiscal year. This process gives an idea of what was done in the past and what can be done in the future. The decision-making process will consist of committee members
individually assigning each service category a number for Part A, Part B, State Services, and Minority AIDS Initiative (MAI). The RWPC of the Dallas area is responsible for HIV service planning for the Dallas Eligible Metropolitan Area (EMA), Dallas HIV Services Delivery Area (HSDA), and the Sherman-Denison HSDA

- 2016 Epidemiological Data for the Dallas EMA: provides projected population data by sex, race and age.
- 2017 Utilization Data for the Dallas EMA: Represents one of the three criteria used in the Dallas area priority-setting process. The patterns can be affected by a number of things including: decreased number of unduplicated clients served, a decrease or increase in funding for a particular service, increase in the cost per unit, or a change in the service category definition. The data is trended for three calendar years.
- Expenditure Data: The expenditures section rounds out the three data sources that will be used in the Dallas area priority-setting process.
- Needs Assessment Data: The 2016 Comprehensive Needs Assessment surveyed clients in the Dallas area regarding service needs and barriers to care. Clients were given a list of services and asked if they need the service. This data was compiled and presented as the percentage of people responding that they needed the service. The following questions were asked about 27 core and support services outlined:

**Do you use this service now or over the past year?**
- If a service is being used, it is assumed the service is needed.
- If the service is not being used, the next question asked about need for the service.

**Unfulfilled need or a service**
- If someone is not using the service but states a need for it, he/she is considered to have an unfulfilled need for the service.

Priority populations:
- Black/African-American men and women
- Hispanic/Latinos
- MSM
- Transgender
- Youth 13-24

- Needs, Use, Accessibility Prioritization table: the table used to help in the prioritization process by comparing and contrasting the service categories from three different angels.
  - Need: The percentage of PLWHA, both in-and out-of-care, in the FY 2016 Needs Assessment sample reporting a need for the service.
  - Use: The number of clients who have received each service in the past 12 months, and have been recorded in ARIES.
  - Accessibility: The percentage of PLWHA, both in-and out-of-care, in the FY 2016 Needs Assessment sample reporting their needs for this service were easily met.
- Minority AIDS Initiative (MAI): The committee was presented with utilization data by race for African American and Hispanic.

VII. New Business: N/A
VIII. Adjournment: Donna Wilson motioned to adjourn. John Dornheim seconded the motion. The motion passed unanimously.

The meeting was adjourned at 10:32 AM.

Submitted by:

_____________________________  __________________________
Annie Sawyer-Williams, Coordinator                                      Date

Draft Certified by:

_____________________________  __________________________
Justin M. Henry, RWPC Health Planner                                      Date

Final Approval by:

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Auntjuan Wiley, Chair                                                      Date
Donna Wilson, Vice Chair

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