

**CONSUMER COUNCIL COMMITTEE MEETING**

**May 24, 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  
Julie Jackson

Robert L. McGee II  
Karin Petties

Lionel Hillard  
John Dornheim

**MEMBERS ABSENT**

Christopher Grimes  
Helen E. Turner

James Gipson  
Ricky Tyler

Linda Freeman

**COUNCIL STAFF PRESENT**

Annie Sawyer-Williams, Coordinator  
Justin M. Henry, RWPC Planner

Glenda Blackmon-Johnson, Program Manager

**GRANTS MANAGEMENT STAFF PRESENT**

Kima S.E. Letcher, Program Manager

Angi Jones, Quality Assurance Administrator

**OTHERS PRESENT**

Gary Benecke, Resource Center  
Jennifer Kendrick, PHHS/DCHD

Skylar Lange, AIN

Joni S. Wysocki, AIN

- I. **Call to Order:** Auntjuan Wiley, Chair, called the meeting to order at 12:11 PM.
- II. **Certification of Quorum:** Quorum was established and certified by Annie Sawyer-Williams, RWPC Coordinator, and confirmed by Auntjuan Wiley.
- III. **Introductions/Announcements:**
  - a. Auntjuan Wiley announced the Wellness Roundtable is held every 3<sup>rd</sup> Thursday of the month from 11AM-1PM at Meadows Conference Center. Lunch will be provided per RSVP. He asked everyone to spread the word to clients about the Wellness Roundtable, and post the flyers.
  - b. He announced registration is open for the Men's Strength Conference. The conference is November 1-4, 2019.
  - c. Donna Wilson announced the Afiya Center will host the "Get Tested and Grab a Bite" event in recognition of National HIV Testing Day on June 27<sup>th</sup> from 11:00AM-4:00PM at the David's Chapel Missionary Baptist Church.
- IV. **Approval of the April 18, 2018 Minutes:** *Karin Petties motioned to accept the minutes as written. Julie Jackson seconded the motion. The motion passed one abstention.*
- V. **Priority Setting Rankings Vote:** Justin M. Henry gave the final ranking for CCC.

*Core Medical Services: Parts A, B, State Services      2019 Ranking*

|                                    |      |
|------------------------------------|------|
| Oral Health Care                   | 1    |
| Ambulatory/Outpatient Medical Care | 2(t) |
| Mental Health                      | 2(t) |
| Medical Case Management            | 4    |
| AIDS Pharmaceutical Assistance     | 5(t) |
| Substance Abuse                    | 5(t) |
| Early Intervention Services        | 7    |

|  |       |
|--|-------|
| Health Insurance and Cost Sharing Assistance | 8     |
| Home Community Based Health Care             | 9     |
| Medical Nutrition Therapy                    | 10(t) |
| Hospice                                      | 10(t) |
| Home Health Care                             | 12    |

*Support Services: Parts A, B, State Services*

|  |      |
|--|------|
| Food Bank  | 1    |
| Outreach-Lost to Care                            | 2    |
| Case Management (Non-medical)                    | 3    |
| Medical Transportation                           | 4    |
| Congregate Housing                               | 5(t) |
| Emergency Financial Assistance                   | 5(t) |
| Housing-Based Case Management                    | 7    |
| Day Respite Care for Children/Youths/Adolescents | 8    |
| Health Education/Risk Reduction                  | 9    |
| Legal Services                                   | 10   |
| Child Care- Services                             | 11   |
| Respite Care for Adults                          | 12   |
| Linguistic Services                              | 13   |
| Home Delivered Meals                             | 14   |

The committee had a discussion regarding the difference between Food Bank and Home Delivered Meals.

*Food Bank/Home Delivered Meals Description: Food Bank/Home Delivered Meals refers to the provision of actual food items, hot meals, or a voucher program to purchase food. This also includes the provision of essential non-food items that are limited to the following: -Personal hygiene products – Household cleaning supplies – Water filtration/purification systems in communities where issues of water safety exist – Program Guidance: Unallowable costs include household appliances, pet foods, and other non-essential products.*

Mr. Wiley commented the service definition descriptions for Food Bank/ Home Delivered Meals service categories are presented together, but are separated on the voting ballot. Mr. Henry explained that the categories are also record separate in the AIDS Regional Information and Evaluation System (ARIES). The committee made a request for the AA to explain why the service categories are together in the service definitions and separate in the ARIES system.

*Core Services Minority AIDS Initiative (MAI)*

|                                    |   |
|------------------------------------|---|
| Oral Health Care                   | 1 |
| Ambulatory/Outpatient Medical Care | 2 |
| AIDS Pharmaceutical Assistance     | 3 |
| Medical Case Management            | 4 |
| Substance Abuse                    | 5 |

*Supportive Services*

|                             |   |
|-----------------------------|---|
| Food Bank                   | 1 |
| Medical Transportation      | 2 |
| Non-Medical Case Management | 3 |

**Motion:** *Lionel Hillard motioned to forward the CCC Priority Setting Rankings to the Planning*

*& Priorities Committee. John Dornheim seconded the motion. The motion passed with one abstention.*

**VI. Office of Support Report:** N/A

**Motion:** *Lionel Hillard motioned to move the meeting to the next agenda item. John Dornheim seconded the motion. The motion passed unanimously.*

**VII. Committee Liaison Reports:**

- a. **Allocations Committee:** Mr. Hillard reported the committee met on May 21<sup>st</sup> and quorum was established. The committee reviewed and discussed the FY 2017 Part A/MAI Expenditure Report and FY 2017 Part B/State Services Expenditures. They voted on the reallocations for State Services, State Services Rebate, and ADAP Eligibility. Mr. Hillard stated the AA submitted recommendations for Allocations for the committee to review. The committee reviewed the recommendations and had a lengthy discussion regarding the percentage allocations. After reviewing the data the committee agreed to make changes to the recommendations.
- b. **Planning & Priorities Committee:** Mr. Dornheim reported the committee did not meet at their regular scheduled monthly meeting date and time. A joint committee meeting was scheduled for May 24<sup>th</sup> and quorum was established. The committee met to vote on priorities service categories.
- c. **Evaluation Committee:** Mrs. Sawyer-Williams reported the committee met on May 22<sup>nd</sup>, and quorum was established. The committee reviewed and discussed the FY 2017 Evaluation of the Administrative Mechanism (*Committee Recommendation*) and plan vote on the EAM results at the next committee meeting. They also had a lengthy discussion about evaluating the Ryan White Planning Council in reference to the new Planning Council Primer.
- d. **Needs Assessment Committee:** Ms. Wilson reported the committee met on May 21<sup>st</sup>, and quorum was not established. They reviewed and discussed the Ryan White Needs Assessment Committee Transgender Health Survey 2018. They discussed finalizing the survey questions and the committee identified organizations to contact and partner with, set up focus groups on site at the organizations. The committee agreed on a larger scale a sample size of 250 individuals.
- e. **Care Coordination Ad Hoc Committee:** Mr. Wiley reported that the committee met on May 10<sup>th</sup>, and quorum was established. The committee discussed the upcoming Transgender focus group tentatively scheduled for June 5<sup>th</sup> at the Daire Center from 2-4PM. The committee is in the process of recruiting 6-7 individuals to be interviewed for the focus group. The five focus groups are scheduled to be completed by the deadline of August 4<sup>th</sup>. The committee is in the process of submitting recommendations that were compiled to forward to the AA for response. A member asked if the recommendations available for the RWPC members to review. Mr. Wiley requested they be available at the next RWPC meeting. Mr. Wiley requested that each focus group, participant recommendations sign off on the confidentiality and recording form.

**Motion:** *John Dornheim motioned to move the meeting to the next agenda item. Lionel Hillard seconded the motion. The motion passed unanimously.*

- VIII. CCC Forum Planning:** The committee discussed the upcoming forum “How to get the HIV Community Involved.” Lionel Hillard and Donna Wilson agreed to chair and vice chair the forum. Mr. Wiley suggested a new title for the forum “HIV Community Involvement”. The committee agreed to table the forum planning and continue the discussion via email.

**Motion:** *John Dornheim motioned to move the meeting to the back to the agenda item. Lionel Hillard seconded the motion. The motion passed unanimously.*

- IX. **CCC Community Events Involvement:** Mr. Wiley thanked all the CCC members for their support and involvement with the Grace Project. They discussed the upcoming Get Tested and Grab a Bite event on June 27<sup>th</sup> from 11AM-4PM and the Pride event at City Hall on Wednesday, June 15<sup>th</sup>.
- X. **CCC Recruitment:** Mr. Wiley reminded the committee members the importance of recruiting for the RWPC and CCC.
- XI. **New Business:** Mr. Wiley announced at the next month's CCC committee meeting the committee will discuss the information that was covered at the RWPC Retreat. They discussed the provision of educational materials to the emergency rooms. Ms. Blackmon-Johnson suggested calling it an Education Awareness Campaign to tie in with the Integrated Care and Prevention Plan. The committee discussed having the Dallas EMA handbooks available at different facilities. Ms. Jennifer Kendrick noted the handbooks are still available. They also were vacant mandated seats for the RWPC discussed.

A request was made to have the Matrix for Planning Council Membership Categories available at the next RWPC meeting.

**Motion:** *John Dornheim motioned to move the meeting to the next agenda item #V. Lionel Hillard seconded the motion. The motion passed unanimously.*

- XII. **Adjournment:** *Lionel Hillard motioned to adjourn. John Dornheim seconded the motion. The motion passed unanimously.*

The meeting was adjourned at 1:16 PM.

*Submitted by:*

\_\_\_\_\_  
Annie Sawyer-Williams, Coordinator

\_\_\_\_\_  
Date

*Draft Certified by:*

\_\_\_\_\_  
Justin M. Henry, RWPC Health Planner

\_\_\_\_\_  
Date

*Final Approval by:*

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

\_\_\_\_\_  
**Date**

NEXT SCHEDULED MEETING

Thursday, June 28, 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