Memorandum

To: Members, Consumer Council Committee
   Interested Parties

From: RWPC Support Staff

Date: Monday, April 20, 2020

Re: Meeting Announcement

Please note that there will be a:

**Consumer Council Committee Meeting**
Thursday, April 23, 2020 at 12:00 PM
Please join from your computer, tablet or smartphone.
Teleconference/goto meeting.com
Dallas, Texas 75207

Attached, please find the meeting packet for your review. **Please remember to bring this mailer with you to the meeting since limited additional copies will be available. We appreciate your help in utilizing our resources wisely.**

If you are unable to attend this meeting, please notify the RWPC Office of Support at (214) 819-1840, on or before **Wednesday, April 22, 2020**. Otherwise, we look forward to seeing you at the next meeting.

cc: Philip Huang, MD, MPH, Director
    Dallas County Judge’s Office
    Sonya M. Hughes, Assistant Director
    Vacant, Grants Management Officer
    Wanda Scott, Grants Manager
    Glenda Blackmon-Johnson, RWPC Manager
    Oscar Salinas, Quality Assurance Administrator
    Carla Jackson, Program Monitor
    David Kim, Program Monitor
    Angi Jones, Quality Assurance Advisor
    Regina Waits, Health Advisor
    Justin Henry, RWPC Planner
    Annie Sawyer-Williams, RWPC Coordinator
    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
April 23, 2020
12:00 PM

I. Call to Order
Auntjuan Wiley or Donna Wilson

II. Certification of Quorum
Auntjuan Wiley or Donna Wilson

III. Introductions/Announcements
Auntjuan Wiley or Donna Wilson

IV. Approval of the March 26, 2020 Minutes
Action Item

V. Office of Support
Discussion Item

• RWPC Membership Representation and Reflectiveness

VI. Committee Liaison Reports
Discussion Item

a. Allocations Committee
b. Planning & Priorities Committee
c. Evaluation Committee
d. Needs Assessment Committee
e. Dallas HIV Taskforce

VII. CCC Outreach Education Project
Discussion Item

VIII. CCC Forum Planning
Discussion Item

IX. CCC Community Events Involvement
Discussion Item

X. Review of the Priority Setting Process
Discussion Item

• Using Data for Decision Making

XI. New Business

XII. Adjournment
Auntjuan Wiley or Donna Wilson

NEXT SCHEDULED MEETING
Thursday, May 28, 2020 12:00 PM
GoToMeeting
CONSUMER COUNCIL COMMITTEE MEETING
March 26, 2020

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  
Sattriona Nyachwaya, FT Liaison  
Robert L. McGee II  
Linda Freeman  
Ricky Tyler  
Donna Wilson, Vice Chair  
Lionel Hillard  
Helen E. Turner  
Julie Wilson Caldwell  
Helen Zimba  
Julie Jackson  
David C. Becker

MEMBERS ABSENT
Jonnita L. Brown  
Alexander Deets  
Jamie Collins  
John Dornheim

COUNCIL STAFF PRESENT
Annie Sawyer-Williams, RWPC Coordinator  
Justin Henry, RWPC Planner  
Glenda Blackmon-Johnson, RWPC Manager

GRANTS MANAGEMENT STAFF PRESENT

OTHERS PRESENT
Teddrick Douglas, PHNTX  
Elizabeth Gotti  
Kellie Norcott, PHHS

I. **Call to Order:** Auntjuan Wiley, Chair, called the meeting to order at 12:27 p.m.

II. **Certification of Quorum:** Quorum was not established and certified by Annie Sawyer-Williams, RWPC Coordinator, and certified by Auntjuan Wiley.

III. **Introductions/Announcements:** N/A.

IV. **Approval of February 27, 2020 Minutes:** motioned to approve the February 27, 2020 minutes. Seconded the motion. The motion passed unanimously.

V. **Office of Support:** Annie Sawyer-Williams reported Consumer Council Committee reflectiveness is at 16 members and the RWPC membership reflectiveness is at 24 members. The RWPC is seeking people of color, representation of people who were recently incarcerated, and transgender individuals. She reviewed the 2020-2021 work plan objectives for the Consumer Council Committee.

Justin Henry discussed the Priority & Resource Allocations Process. He encouraged members to review the modules on the HIV Target website in order to gain a better understanding of the Part A program.

VI. **Committee Liaison Report:**
   a. **Allocations Committee:** Lionel Hillard reported the committee met and quorum was established. The committee received a report from the Administrative Agency, regarding the Part A/MAI/Part B/State Services Expenditure Reports. The expenditures are projected to be on target for FY 2019-2020.

   b. **Planning & Priorities Committee:** Justin Henry reported the committee met on March 18, 2020 and quorum was established. The committee reviewed the 2018 HIV Statistics of HIV in Dallas County and the client utilization data in the Dallas EMA & the Sherman Denison HSDA. They discussed getting all the datasets that would be required for the priority setting and resource allocation process.
c. **Evaluation Committee:** Helen Turner reported the committee met on March 24th and quorum was established. The committee discussed working with the Clinical Quality Management department on projects for the evaluation committee regarding performance and the possibility of performing an outcome evaluation to determine the effectiveness of services.

d. **Needs Assessment Committee:** Annie Sawyer-Williams reported the committee met on March 17th, and quorum was established. The committee discussed the 2019 Comprehensive Needs Assessment presentation given at the RWPC meeting by Dr. Susan Wolfe and Associates. They agreed to meet again to discuss the 2019 Comprehensive HIV Needs Assessment final report.

e. **Dallas HIV Task Force/Fast Track:** Justin Henry reported the meeting scheduled for March 23rd was rescheduled until further notice. Dr. Huang forwarded an email giving update on all the activities surrounding the workgroups.

VII. **Consumer Council Committee Outreach Education Project:** Mr. Wiley asked members to continue to look for emergency rooms to target and identify those locations and to follow up with the other emergency rooms via email for information needed.

VIII. **CCC Forum Planning:** The committee discussed coordinating the next CCC forum *Prevention & New Therapies* via a conference platform.

IX. **CCC Community Events Involvement:** The committee discussed the CCC committee tabling the AIDS Walk South Dallas, The Grace Project, and Get Tested Grab a Bite. Mr. Wiley announced the tentative reschedule date for AIDS Walk South Dallas on June 13, 2020.

X. **New Business:** It was announced that Access & Information Network (AIN) is working to prevent the spread of COVID-19 while maintaining services for our clients with some adjustments:

- AIN is now distributing April DART Bus Passes during our usual, utilizing a glass pass through operating hours of 9am -5pm.
- AIN’s Meals Program is now providing meals to-go from 11am -1pm / Monday-Friday using the Daire Center vestibule.
- Clients needing to complete their Birth Month Recertification, Self-Attestation, Enrollment, Intake or address N-MCM and MCM services, may contact our office at #214-943-4444 to complete this process telephonically.
- AIN’s Medical Transportation (Van Rides) Program is operating as rides are needed.

Ted Douglass announced the Empowerment Center is having virtual meetings.

Sattie Nyachwaya announced the CHE Lancaster office clinic is open for appointments only.

XI. **Adjournment:** Lionel Hillard motioned to adjourn. Helen Turner seconded the motion. The motion passed unanimously.

The meeting ended at 1:15 p.m.
Submitted by:

_________________________________________                          _________________________
Annie Sawyer-Williams, Coordinator                                  Date

Draft Certified by:

_________________________________________                          _________________________
Justin M. Henry, RWPC Health Planner                                                            Date

Final Approval by:

_________________________________________             _________________________
Auntjuan Wiley, Chair                                                 Date
Donna Wilson, Vice Chair

NEXT SCHEDULED MEETING
Thursday, April 23, 2020 12:00 PM
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX