Memorandum

To: Members, Consumer Council Committee
   Interested Parties

From: RWPC Support Staff

Date: Monday, July 20, 2020

Re: Meeting Announcement

Please note that there will be a:

Consumer Council Committee Meeting
Thursday, July 23, 2020 at 11:00 – 12:00 PM
Please join from your computer, tablet or smartphone.
Teleconference/gotomeeting.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, July 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
July 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 April 23, 2020 Minutes        Action Item
    V. Review of the Priority Setting Process
        • PSRA Training and Voting
VI. New Business
VII. Adjournment        Auntjuan Wiley or Donna Wilson

Due to COVID-19,
Until Further Notice

NEXT SCHEDULED MEETING
Thursday, August 27, 2020 12:00 PM
Will be held by TELE-CONFERENCE
via GoToMeeting
CONSUMER COUNCIL COMMITTEE MEETING
June 25, 2020
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).

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<th>MEMBERS PRESENT</th>
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<tr>
<td>Auntjuan Wiley, Chair</td>
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<td>Helen E. Turner</td>
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<td>Jonnita L. Brown</td>
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<td>Alexander Deets</td>
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<th>MEMBERS ABSENT</th>
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<tr>
<td>Helen Zimba</td>
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<td>Linda Freeman</td>
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<th>COUNCIL STAFF PRESENT</th>
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<td>Annie Sawyer-Williams, RWPC Coordinator</td>
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<th>GRANTS MANAGEMENT STAFF PRESENT</th>
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<td>Sonya Hughes, Assistant Director</td>
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<th>OTHERS PRESENT</th>
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<td>Kevin Chadwin Davis, ASP Cares</td>
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I. Call to Order: Auntjuan Wiley, Chair, called the meeting to order at 12:12 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 the April 23, 2020 Minutes: Helen Turner motioned to accept the minutes as written. John Dornheim seconded the motion.

V. Review of the Priority Setting Process: Justin M. Henry, RWPC Planner gave the committee an overview of the Fiscal Year 2021 Priority Setting and Resource Allocations process.

Background: For this planning process, members of the Allocations, Planning and Priorities (PPP), and the Consumer Council Committees (CCC) will each receive this guide, which is updated to reflect current trends in the consumer population and changes in policy that would affect the way the Ryan White Planning Council (RWPC) prioritizes services and allocates resources in the Dallas Planning Area (DPA). The guide is organized to outline specific data needed to complete the priority setting and resource allocation process. For this planning year, multiple data sources are used for decision-making. The criteria were as follows:

- 2019 Comprehensive HIV Needs Assessment
- Client utilization data from ARIES
- FY 2019 expenditure data

Things to Remember:
- There is no one right way to set priorities.
- Emphasis must be on sound practice rather than merely meeting legislative requirements.
- Priority setting and resource allocation is the responsibility of the whole planning body.
Dallas Planning Area:
The Ryan White Planning Council of the Dallas Area (RWPC) is responsible for HIV service planning for the:
- Dallas Eligible Metropolitan Area (EMA)
- Dallas HIV Services Delivery Area (HSDA)
- Sherman-Denison HSDA

Client Utilization:
- One of the criteria used in the priority setting and resource allocations process.
- Data can be analyzed in a variety of ways,
- Data can be affected by several factors.

Expenditures:

For the planning process, members of the Allocations, Planning & Priorities (P&P), and the Consumer Council Committee (CCC) will each receive the guide, which is updated to reflect current trends in the consumer population and changes in policy that would affect the way the Ryan White Planning (RWPC) priorities services and allocates resources in the Dallas Planning Area (DPA). This planning year, multiple data sources are used for decision making. The criteria were as follows:

- 2019 Comprehensive HIV Needs Assessment
- Client Utilization data from ARIES
- FY 2019 expenditure data
- A prioritization table containing needs, use, and accessibility sources for each service categories

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)
- Sherman-Denison HSDA

In total, the EMA and two HSDAs comprise 12 counties. The Dallas EMA and the Dallas HSDA both include Collin, Dallas, Denton, Ellis, Hunt, Kaufman, and Rockwall counties. The EMA also includes Henderson County and the Dallas HSDA includes Navarro County. The Sherman-Denison HSDA includes Cooke, Fannin, and Grayson counties. The twelve countries comprise the Dallas Planning area (DPA).

The committee reviewed the Core Medical and Supportive Services for AIDS Pharmaceutical Assistance, Health Insurance Premium & Cost Sharing Assistance, Mental Health Services, Substance Abuse Outpatient Care, Early Intervention Services, Food Bank, Non-Medical Case Management, and Medical Transportation, and discussed the Datasheets for the PSRA process which consists of:
- Service Category/HRSA Definition
- Historical Priority Ranking
- Needs Assessment Data
  - Consumer Survey Data
  - Unmet Need Estimates
  - Focus Group Information (problems with access quality)
  - Key Informant and Provider Profiles (Perspectives and Capacity)
- Client Utilization Data
- Fiscal Year Data-Expenditures and Allocations for Part A & MAI, Part B and State Services and State Rebate
• Priority Population Data (Black women, LatinX, MSM, Transgender, and Youth)
• How Best to Meet the Priority

The committee discussed the data being collected and the representation of African American women and African American heterosexual men.

VI. **New Business:** N/A.

Quorum was lost at 1:02 p.m.

The meeting ended at 1:50 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

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

**NEXT SCHEDULED MEETING**

Thursday, **August 27**, 2020 12:00 PM  
Will be **Hickman Conference Room, 2nd floor**, **via Tele-Conference**  
**Dallas County Health and Human Services Building**  
2377 N. Stemmons Freeway, Dallas, TX