

EVALUATION COMMITTEE May 28, 2019 Minutes		
Charge: Evaluates whether sub-recipient services coincide with set service priorities, and evaluates the performance of the Administrative Agency and the Planning Council according to the goals of the Council.		
MEMBERS PRESENT		
Gary Benecke Darius Ahmadi, Chair Helen E. Turner, CCC Liaison	Pamela J. Green Kellie Norcott	Louvenia Freeman LaShaun Shaw
MEMBERS ABSENT		
Phillip Scheldt Louise Weston-Ferrill	Jonathan Thorne Del Wilson, Vice Chair	Leonardo Zea
RWPC STAFF PRESENT		
Annie Sawyer-Williams, RWPC Coordinator	Glenda Blackmon-Johnson, RWPC Program Manager	Justin M. Henry, Health Planner
GRANTS MANAGEMENT STAFF PRESENT		
Joni Wysocki, AIN		
OTHERS PRESENT		

- I. **Call to Order:** Darius Ahmadi, Evaluation Committee Chair, called the meeting to order at 3:09 p.m.
- II. **Certification of Quorum:** Quorum was established by Justin M. Henry, Ryan White Planning Council (RWPC) Planner, and certified by Darius Ahmadi.
- III. **Introductions and Announcements:**
 - a. Helen E. Turner thanked everyone for the helping with the Achieving Together event on Thursday, May 23rd. The event has a great turn out and there were affinity tables for the priority populations.
 - b. Gary Benecke announced Cristopher Burke a member of the Evaluation and RWPC member passed away.
- IV. **Approval of April 23, 2019 Minutes:** *Helen C. Turner motioned to approve the February 26, 2019 minutes. Gary Benecke seconded the motion. The motion passed unanimously with corrections.*

Ms. Turner expressed her concern regarding the committee not receiving the Evaluation Committee meeting materials for May 28th in a timely manner. She asked the office of support to forward the materials on time to give members the opportunity to review the materials before coming to the meeting.
- V. **Office of Support Report:**
 - a. Justin M. Henry reported the Planning & Priorities and Consumer Council Committees recently ranked all the services categories for medical and support services.
 - b. The Allocations Committee will allocate funding at their next committee meeting to the service categories that were recently prioritize.
 - c. The Needs Assessment Committee is in the process of organizing a focus group in the Sherman-Denison area date and time to be determined.

- d. Director Huang has organized a committee for Fast Track Cities initiative the official meeting will be June 21st.
- e. Glenda Blackmon-Johnson reported on the 2020 Service Category Mapping and Justification Workgroup. The workgroup has developed recommendations for each of the service categories.

VI. Evaluation of the Administrative Mechanism (EAM): The committee agreed to omit discussion on the EAM process; considering the process will not change for next year.

VII. Cost-effectiveness Evaluation: The committee had a lengthy discussion regarding the Cost-effectiveness Evaluation. Mr. Henry reviewed the Ryan White HIV/AIDS Program Part A manual regarding cost effectiveness. “The Ryan White HIV/AIDS Program requires that services be provided in a manner that is coordinated, cost effective, and ensures that Ryan White Part funds are the payer of last resort for HIV/AIDS services.” The committee agreed that the AIDS Regional Information and Evaluation System (ARIES’s) data is not consistent enough; therefore they will not be able to create a cost effectiveness evaluation at the moment. They discussed partnering with the Clinical Quality Management (CQM) committee to offer assistance. The committee asked staff to continue to research cost effectiveness in other EMA’s. A request was made for the CQM department to be invited to the next Evaluation Committee to give an overview of their process.

VIII. New Business: N/A.

The meeting ended at 4:22 p.m.

Submitted by:

Annie Sawyer-Williams, RWPC Coordinator

Date

Draft Certified by:

Justin M. Henry, RWPC Health Planner

Date

Final Approval by:

**Darius Ahmadi, Chairperson or
Del Wilson, Vice-Chairperson**

Date

NEXT SCHEDULED MEETING
Tuesday, June 25, 2019 3:00 PM
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX 75207