

Ryan White Planning Council of the Dallas Area
Office of Support

Memorandum

To: Members, Evaluation Committee
Interested Parties

From: RWPC Office of Support

Date: August 17, 2021

Re: Evaluation Committee Meeting Announcement

Please note that there will be an:

Evaluation Committee Meeting – Tuesday, August 24, 2021 at 3:00 p.m.

Please join from your computer, tablet or smartphone.

www.gotomeeting.com

Attached, please find the meeting packet for your review. Members if you are unable to attend this meeting, please notify Logane Brazile, RWPC Office of Support at Logane.Brazile@dallascounty.org on or before Monday, August 23, 2021. Otherwise, we look forward to seeing you at the next meeting.

Please view Ryan White 101 on our social media Like Share Subscribe:

<https://www.facebook.com/Ryan-White-Planning-Council-of-the-Dallas-Planning-Area-702096959854808/>

cc: Philip Huang, MD, MPH, Director
Dallas County Judge's Office
Sonya M. Hughes, Assistant Director
Justin Henry Grants Manager - Programmatic
Wanda Scott, Grants Manager - Fiscal
Glenda Blackmon-Johnson, RWPC Manager
Oscar Salinas, Quality Assurance Administrator
Angi Jones, Quality Assurance Advisor
Regina Waits, Health Advisor
Carla Jackson, Program Monitor
David Kim, Program Monitor
Logane Brazile, RWPC Office of Support
Vacant, RWPC Office of Support
Kofi Bissah, ADAP Coordinator
Building Security

EVALUATION COMMITTEE

The Evaluation Committee ensures that service categories set out are being met and that conflict of interest standards are upheld; Conduct an annual evaluation of the effectiveness of the administrative Agency and the Ryan White Planning Council and provide that evaluation to the CEO and Dallas County Commissioners Court; Evaluate the effectiveness of services, categorically and system-wide.

AGENDA

Tuesday, August 24, 2021
3:00 p.m.

- | | |
|---|------------------------|
| I. Call to Order | John Dornheim |
| II. Certification of Quorum | John Dornheim |
| III. Introduction & Announcement | |
| IV. Approval of the July 27, 2021 Meeting Minutes | Action Item |
| V. Office of Support Report | Discussion Item |
| • RWPC Membership Representation and Reflectiveness | |
| VI. 340-B Panel Discussion – Presenters
<i>Kevin Chadwin Davis—Community Liaison, ASP Cares Pharmacy</i>
<i>Rhiannon Marshall Klein –</i>
<i>National Advocacy Manager, Community Voices for 340-B</i>
<i>Kelly Richter – 340-B Experience Q&A</i> | Discussion Item |
| VII. New Business | |
| VIII. Adjournment | John Dornheim |

Due to COVID-19
Until Further Notice
NEXT SCHEDULED MEETING
Tuesday, September 28, 2021 3:00 PM
Will be held via TELE-CONFERENCE

EVALUATION COMMITTEE July 27, 2021 Meeting 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		
John Dornheim, Chair Darius Ahmadi	Del Wilson, Leonardo Zea	Helen E. Turner, CCC Liaison
MEMBERS ABSENT		
Pamela J. Green RN	LaShaun Shaw	
COUNCIL STAFF PRESENT		
Glenda Blackmon Johnson RWPC Staff	Logane Brazile RWPC Staff	
GRANTS MANAGEMENT STAFF PRESENT		
Oscar Salinas	Anji Jones	
OTHERS PRESENT		
Joni Wysocki, AHF Kevin Chadwin Davis Piper Duarte	Pete Flores	Crystal Curtis Kaitlyn Malec

- I. **Call to Order:** John Dornheim, Evaluation Committee Chair, called the meeting to order at 3:01p.m.
- II. **Certification of Quorum:** Quorum was established by John Dornheim and certified by Logane Brazile, RWPC Staff.
- III. Introduction and Announcements:
 - Helen E. Turner, CCC Liaison, announced that July 27th is World Hepatitis Day. She strongly believes that the community should seek to educate themselves and advocate for awareness within the community.
- IV. **Approval of June 22, 2021 Minutes:** Helen Turner motioned to approve the minutes. Leo Zea seconded the motion. The motion passed. With corrections, Helen Turner motioned to approve the new minutes. Del Wilson seconded the motion. The motion passed.
- V. **Office of Support Report:** The Office of Support reported the following regarding the Evaluation Committee Membership Reflectiveness: Evaluation Committee (15 seats): 7 members (8 seats vacant). The 1st group impacted by HIV epidemic with the highest numbers is Black at 10,111 or 42% representation; the Evaluation Committee membership consists of 11 people of whom 2 are Black with representation of 28% reflectiveness. The 2nd group impacted by the HIV epidemic with the highest numbers are Whites at 6,598 or 27% representation; the Evaluation Committee membership consists of 7 people of whom 4 are White with representation at 57% reflectiveness. The 3rd group impacted by the HIV epidemic with the next highest numbers are Latin/Hispanic at 5,039 or 24% representation; the Evaluation Committee consists of 7 people of whom 1 is Latino/Hispanic with representation at 14% reflectiveness.
- VI. **Quality Management/Quality Indicator Plan:** Oscar Salinas, of the AA Clinical Quality Management team, introduced himself and stated the purpose of the presentation: *to educate HIV stakeholders regarding the Clinical Quality Management Program (CQM) and to ensure adequate resources to carry out the Quality Management Plan.*

He discussed the Dallas-Sherman/Denison EMA/HSDA Grants Management Division CQM Plan and its goals, objectives, and initiatives. One of which is to *provide recommendations to the Ryan White Planning Council for the improvement of service delivery in the EMA based on the Quality Management (QM) Program findings.*

He detailed the Comparative Utilization Report, a quantitative report organized by calendar year. The report included data pertaining to the performance of specific service categories. Categories such as *AIDS Pharmaceutical Assistance, Case Management (non-medical), Child Care Services, etc...*)

Performance markers; <50%=2, >50%=1, >15%=0

The Comparative Utilization Report assists in tracking the utilization of services provided to initiate review and updates to quality of service indicators for all categories.

He further discussed the purpose of the CQM reiterating that it serves to ensure continuous quality improvement activities. These activities should then encourage continuous communication, education, and commitment of resources. These initiatives maintain structure within the Ryan White HIV/AIDS Part A program.

He acknowledged the 2021 Dallas EMA/HSDA Qualitative CQM Performance Measurement Sections were as follows; *HAB Measure: Annual Retention; Annual Retention; HAB/NQF Measure; Viral Suppression; and ARV Prescription.* The purpose of these performance measurements are to follow trends to better serve the community as well as make reporting to clients, consumers, and the Planning Council more efficient.

He introduced an example of a QM Qualitative Survey entitled: *Medical Transportation Survey*

This survey is emailed to clients who have utilized services to measure overall satisfaction, as well improve future processes.

Questions include: *Which location did you visit recently?; In the last few months, when you spoke to a care team member, what kind of transportation assistance were you provided?; In what ways has the transportation assistance helped you in the last three months?; Based on the ways you've used transportation assistance, rank them in order from most important to least important; Do you have questions for your care team we can assist you with?*

Joni Wysocki expressed concern to Oscar Salinas in regards to a specific question presented on the Medical Transport Survey. She wanted to make sure that questions chosen for the survey would be aligned within the scope of services provided. Questions asked to consumers about services beyond the reach of programs provided are subject to skew data.

Oscar Salinas asked attendees if there were any more questions, there were not, he proceeded to end the presentation.

VII. New Business: None

VIII. Adjournment: Helen E. Turner motioned to adjourn. Leo Zea seconded the motion. The motion passed unanimously. The meeting was adjourned at 3:49 p.m.

Submitted by:



Logane Brazile, RWPC Coordinator

Date

Draft Certified by:

Glenda Blackmon-Johnson, RWPC Manager

Date

Final Approval by:

John Dornheim, Chairperson or
Vacant, Vice-Chairperson

Date

Due to COVID-19

Until Further Notice

NEXT SCHEDULED MEETING

Tuesday, August 24, 2021 3:00 PM

Will be held via TELE-CONFERENCE
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX 75207