

Ryan White Planning Council of the Dallas Area
Office of Support

Memorandum

To: Members, Evaluation Committee
Interested Parties

From: RWPC Office of Support

Date: January 17, 2023

Re: Evaluation Committee Meeting Announcement

Please note that there will be an:

Evaluation Committee Meeting – Tuesday, January 24, 2023, 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, January 23, 2023. 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
Jocelyn Rodriguez, Program Monitor
Vacant, Program Monitor
David Kim, Program Monitor
Logane Brazile, RWPC Coordinator
Jasmine Sanders, RWPC Planner
Kofi Bissah, ADAP Liaison
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, January 24, 2023
3:00 p.m.

- | | |
|--|--------------------|
| I. Call to Order | Helen Zimba, Chair |
| II. Certification of Quorum | Helen Zimba, Chair |
| III. Introduction & Announcement | |
| IV. Approval of the September 27, 2022, Meeting Minutes | Action Item |
| V. Office of Support Report | |
| • RWPC Membership Representation and Reflectiveness | Discussion Item |
| VI. CQM Updates
Oscar Salinas, CQM + Team | Discussion Item |
| VII. Evaluation of the Administrative Mechanism Overview | |
| VIII. New Business | |
| IX. Adjournment | Helen Zimba, Chair |

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

NEXT SCHEDULED MEETING

Tuesday, February 28, 2023, 3:00 PM

Will be held via TELE-CONFERENCE

EVALUATION COMMITTEE
September 27, 2022, Meeting Minutes

Charge: Evaluate whether sub-recipient services coincide with set service priorities and evaluate the performance of the Administrative Agency and the Planning Council according to the goals of the Council.

MEMBERS PRESENT

Del Wilson
Helen Zimba, **Vice-Chair**
La'Shaun Shaw, D.D.S

Helen Turner
HK Yumo

Norma Piel-Brown
John Dornheim, **Chair**

MEMBERS ABSENT

Leonardo Zea

Jonathan Thorne

Darius Ahmadi

COUNCIL STAFF PRESENT

Logane Brazile
RWPC Office of Support

Glenda Blackmon-Johnson
RWPC Office of Support

Jasmine Sanders
RWPC Office of Support

GRANTS MANAGEMENT STAFF PRESENT

La'Shaun Shaw, AA
Nariah Webster, SFM

Sonya Hughes, AA
Jocelyn Rodriguez, PM

Justin Henry, GM

OTHERS PRESENT

Jonathan Gute, PHHS

Sylvester Mayes, HSNTX

- I. Call to Order:** John Dornheim, Evaluation Committee Chair, called the meeting to order at 3:06 p.m.
- II. Certification of Quorum:** Quorum was established by John Dornheim, Chair, and certified by Logane Brazile, RWPC Coordinator.
- III. Introductions & Announcement:** Glenda Blackmon-Johnson announced the Office of Support is seeking members of the Planning Council to submit applications for leadership.
Helen Zimba announced the Afiya Center would be hosting their Living Out Loud event on December 8-9, 2022. Living Out Loud is a year- long program that discusses policy, trauma, isolation, and mentorship to prepare women to be mentors in their communities.
John Dornheim, Chair, announced he had accepted a position at Dallas County Health and Human Services. He will be stepping down from Chair of the RWPC beginning October 3, 2022.
- IV. Approval of July 26, 2022, Minutes:** Helen E. Turner motioned to approve the minutes. Del Wilson seconded the motion. The motion passed unanimously.
- V. Office of Support Report:** The Office of Support reported the Evaluation Committee Membership Reflectiveness: Evaluation Committee (15 seats): 10 members (5 seats vacant). The 1st group impacted by the HIV epidemic with the highest numbers is Black at 10,111 or 42% representation; the Evaluation Committee membership consists of 10 people, of whom 4 are Black with representation of 40% 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 10 people of whom 5 are White with representation at 50% 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 10 people of whom 1 is Latino/Hispanic with representation at 10% reflectiveness.
- VI. Evaluation of the Administrative Mechanism (EAM) Refresher:** Jasmine Sanders, Office of Support, provided a brief overview of the FY 2021 EAM document stating the assessment is a review of how quickly and well the RWHAP Part A recipient carries out the process to contract with and pay providers for delivering HIV-related services.
The following topics were reviewed for change:
- *The intent of the Measure, Data Point to Measure, Method of Measurement, and Data Source Matrix*

VII. New Business: Glenda Blackmon-Johnson mentioned a discussion regarding incentive stipends with HRSA project officer, Kristin Athey, for those who are positive and unaffiliated. It was noted that Part A funds may not be used for stipends; however, other funding sources may be used to provide incentives to members.

VIII. Adjournment: Helen E. Turner motioned to adjourn. Helen Zimba, Vice-Chair, seconded the motion. The motion passed unanimously. The meeting was adjourned at 3:27 p.m.

Submitted by:

Logane Brazile, RWPC Coordinator

Date

Draft Certified by:

Glenda Blackmon-Johnson, RWPC Manager

Date

Final Approval by:

Helen Zimba, Chairperson

Date

Due to COVID-19

Until Further Notice

NEXT SCHEDULED MEETING

Tuesday, October 25, 2022, 3:00 p.m.

Will be held via TELE-CONFERENCE

Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX 75207