

Ryan White Planning Council of the Dallas Area

Office of Support

Memorandum

To: Members, Evaluation Committee
Interested Parties

From: RWPC Office of Support

Date: April 18, 2023

Re: Evaluation Committee Meeting Announcement

Please note that there will be an:

Evaluation Committee Meeting – Tuesday, April 25, 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, April 24, 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.dallascounty.org/departments/rwpc/>

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
Vacant, Program Monitor
Marlen Rivera, Fiscal
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, April 25, 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 March 28, 2022, Meeting Minutes | Action Item |
| V. Office of Support Report | |
| • RWPC Membership Representation and Reflectiveness | Discussion Item |
| | Discussion Item |
| VI. FY 2022 Expenditure Report Update
Jasmine Sanders, Office of Support | |
| VII. New Business | |
| | Helen Zimba, Chair |
| VIII. Adjournment | |

**Due to COVID-19
Until Further Notice**
NEXT SCHEDULED MEETING
Tuesday, May 23, 2023, 3:00 PM
Will be held via TELE-CONFERENCE

EVALUATION COMMITTEE March 28, 2023, Meeting Minutes		
<i>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.</i>		
MEMBERS PRESENT		
Del Wilson John Dornheim, RWPC Chair	LaShaun Shaw Norma Piel-Brown	Helen Turner
MEMBERS ABSENT		
Helen Zimba, Chair Jonathan Thorne	HK Yumo	
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		
Sonya Hughes, AA		
OTHERS PRESENT		
Joni Wysocki, AIN/AHF	Crystal Curtis, PHHS	Jonathan Gute, PHHS

- I. **Call to Order:** John Dornheim, RWPC Chair, called the meeting to order at 3:19 p.m.
- II. **Certification of Quorum:** Quorum was established by John Dornheim and certified by Jasmine Sanders, Office of Support.
- III. **Introductions & Announcement:** Helen Turner made the following announcements:
- There will be a play named “Believe in Me” at the National Conference for Women Living with HIV, sponsored by the Grace Project, from May 19-21, 2023.
 - The jurisdictional EHE Fastrack Cities Alignment workshop will be held on April 7, 2023.
- Joni Wysocki, AIN/AHF, announced the CDC had launched Together TakeMeHome, a project to distribute up to 1 million free HIV self-tests over the next 5 years. People in the United States, including Puerto Rico, can order up to 2 tests every 90 days via a new online portal. Tests are available to anyone 17 or older, regardless of health insurance or immigration status.
- IV. **Approval of January 24, 2022, Minutes:** Del Wilson motioned to approve the minutes. Norma Piel-Brown seconded the motion. The motion passed unanimously.
- V. **Office of Support Report:** HIV+ Individuals living at the end of 2021=24,076
-  The 1st group impacted with the highest numbers are Blacks at 8,405 or 40.22% representation;
 - o Evaluation Committee membership consists of 8 people of whom 3 are Black with representation at 38.00% reflectiveness.
 -  The 2nd group impacted with the next highest numbers are Latinx/Hispanic at 5,738 or 27.46% representation;
 - o Evaluation Committee membership consists of 8 people of whom 1 are Latino/Hispanic with representation at 12.00% reflectiveness.



The 3rd group impacted with the next highest numbers are White at 5,560 or 26.60% representation;

- o Evaluation Committee membership consists of 8 people of whom 4 are White with representation at 50.00% reflectiveness.

VI. FY 2022 Assessment Evaluation of the Administrative Mechanism Updates Full Award: Jasmine Sanders, Office of Support, reviewed the latest version of the Administrative Mechanism noting the document serves as a review of how quickly and well the RWHAP Part A recipient carries out the processes to contract with and pay providers for delivering HIV- related services to meet the needs of PLWH throughout the Dallas EMA.

The following sections were reviewed:

- *FY 2022 EAM recommendations to the AA*
- *Procurement/RFP matrix*
- *Reimbursement Process matrix*
- *YTD Expenditure Report for Part A Formula*
- *Part A Award Contract Renewal Timeline*

VII. New Business: N/A

VIII. Adjournment: Helen Turner motioned to adjourn. Norma Piel-Brown seconded the motion. The motion passed unanimously. The meeting was adjourned at 4:10 p.m.

Submitted by:

Logane Brazile, RWPC Coordinator

Date

Draft Certified by:

Glenda Blackmon-Johnson, RWPC Manager

Date

Final Approval by:

John Dornheim, Chair

Date

Due to COVID-19

Until Further Notice

NEXT SCHEDULED MEETING

Tuesday, April 25, 2023, 3:00 p.m.

Will be held via TELE-CONFERENCE

Dallas County Health and Human Services Building

2377 N. Stemmons Freeway, Dallas, TX 75207