

Ryan White Planning Council of the Dallas Area

Office of Support

Memorandum

To: Members, Evaluation Committee
Interested Parties

From: RWPC Office of Support

Date: September 16, 2024

Re: Evaluation Committee Meeting Announcement

Please note that there will be an:

Evaluation Committee Meeting – Tuesday, September 24, 2024, 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 RWPC Office of Support at gblackmonjohnson@dallascounty.org on or before Monday, September 23, 2024. 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
Nariah Webster 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
Melody Lee, Program Monitor
Marlen Rivera, Fiscal
Tyreece Stephens, Fiscal Admin
David Kim, Program Monitor
RWPC Coordinator
Jasmine Sanders, RWPC Planner
Kofi Bissah, ADAP Liaison

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, September 24, 2024
3:00 p.m.

- | | |
|---|---|
| I. Call to Order | Helen Zimba, Chair, or John Dornheim, RWPC Vice-Chair |
| II. Certification of Quorum | Helen Zimba, Chair, or John Dornheim, RWPC Vice-Chair |
| III. Introduction & Announcement | |
| IV. Approval of the July 23, 2024, Meeting Minutes | Action Item |
| V. Office of Support Report | |
| • RWPC Membership Representation and Reflectiveness | Office of Support |
| VI. Questions for JSI | Discussion Item |
| VII. Integrated Plan Discussion | Discussion Item |
| VIII. New Business | |
| IX. Adjournment | Helen Zimba, Chair, or John Dornheim, RWPC Vice-Chair |

Until Further Notice
NEXT SCHEDULED MEETING
Tuesday, October 22, 2024, 3:00 PM
Will be held via TELE-CONFERENCE

EVALUATION COMMITTEE July 23, 2024, Meeting Minutes		
<u>Charge:</u> 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	John Dornheim, RWPC Vice-Chair LeShaun Shaw	Norma Piel-Brown
MEMBERS ABSENT		
Helen Zimba, Chair	Andrew Wilson	Helen Turner
COUNCIL STAFF PRESENT		
Glenda Blackmon-Johnson RWPC Office of Support	RWPC Office of Support	RWPC Office of Support
GRANTS MANAGEMENT STAFF PRESENT		
Sonya Hughes Justin Henry	Nariah Webster Tyreece Stephens LeShaun Murphy	Melody Lee Marlen Rivera
OTHERS PRESENT		
Joni Wysocki, AIN/AHF	Kristin Woods, Parkland Kevin Robertson	T'Andria Tucker, Parkland

- I. **Call to Order:** John Dornheim, RWPC Vice Chair, called the meeting to order at 3:01 p.m.
- II. **Certification of Quorum:** Quorum was established by John Dornheim, RWPC Vice Chair and certified by Glenda Blackmon Johnson, Office of Support.
- III. **Introductions & Announcement:**
 - The Committee will not meet in August due to Ryan White Conference 8/19-23/24.
- IV. **Approval of June 25, 2024, Minutes:** Norm Piel-Brown, motioned to approve the minutes. Del Wilson seconded the motion. The motion passed unanimously.
- V. **Office of Support Report:** HIV+ Individuals living at the end of 2022=26,829
 -  The 1st group impacted with the highest numbers is Black at 11,417 or 42.55% representation;
 - Evaluation Committee membership consists of 7 people of whom 2 are Black, representing 29.00% reflectiveness.
 -  The 2nd group impacted with the next highest numbers is Latinx/Hispanic at 7,036 or 26.23% representation;
 - Evaluation Committee membership consists of 7 people of whom 1 is Latino/Hispanic with representation at 14.00% reflectiveness.
 -  The 3rd group impacted with the next highest numbers are White at 6,500 or 24.23% representation;
 - Evaluation Committee membership consists of 7 people of whom 4 are White, representing 57.00%

reflectiveness.

- VI. **EAM Recommendations:** The committee member reviewed, discussed and made commentaries and recommendation for the Assessment/Evaluation of the Administrative Mechanism. Upon review, ***Del Wilson made a motion to approve and forward the committee assessment/evaluation of the administrative mecahism with the recommendations. Norma second the motion. The motion passed unanimously.***
- VII. **Integrated Planning Collaboration Continued:** Glenda Blackmon-Johnson, Office of Support, opened discussion rectified details pertaining to Data Templated provided to the committee by JSI. Thereafter Norma Piel-Brown provide an overview of the details noted with the template which included a myriad of data sources which included the Name of data sources/report/purpose of the data/frequency of collection/data use and access/topics covered and the client population. A second document captured comprehensive data, i.e., epi data for various areas, etc. The members engaged in a robust conversation about the next steps and optioned to forward the templates with accomping question to JSI for additional guidance. The members opted to invite JSI to the next meeting to discuss the matter further.
- VIII. **New Business:** N/A
- IX. **Adjournment:** John Dornheim, RWPC Vice Chair, called for adjournment. Del made the motion to adjourn. Norma second the motion. The meeting adjourned at 4:20 p.m.

Submitted by:

Office of Support

Date

Draft Certified by:

Glenda Blackmon-Johnson, RWPC Manager

Date

Final Approval by:

Helen Zimba, Chair or John Dornheim, RWPC Vice-Chair

Date

Until Further Notice

NEXT SCHEDULED MEETING

Tuesday, September 24, 2024, 3:00 p.m.

Will be held virtually

Dallas County Health and Human Services
Dallas, TX 75207