

EXECUTIVE COMMITTEE MEETING

September 5, 2018

Charge: Ensures the orderly and integrated and progression of work of the committees of the Ryan White Planning Council. Plans future activities.

MEMBERS PRESENT

Lionel Hillard, RWPC Vice Chair, Allocations Vice Chair
John Dornheim, Needs Assessment, Chair

Gary Benecke, Evaluation Chair
Del Wilson, Evaluation Vice Chair

MEMBERS ABSENT

Kyle Talkington, Judges Representative
Stacie McNulty, Planning & Priorities Chair
Yolanda Jones, Allocations Chair
Evany Turk, RWPC Vice Chair

Lynn Smith-Clay, GMO
Donna Wilson, CCC Vice Chair
Auntjuan Wiley, RWPC Vice Chair, CCC Chair

RWPC STAFF PRESENT

Glenda Blackmon-Johnson, RWPC Manager
Annie Sawyer-Williams, RWPC Coordinator

Justin M. Henry, RWPC Health Planner

GRANTS MANAGEMENT STAFF PRESENT

OTHERS PRESENT

Eboni Vincentti, Prism Health NT

Jamie Collins, A/C Advisory Cab

- I. **Call to Order:** Lionel Hillard, RWPC Chair called the meeting to order at 2:03 PM.
- II. **Certification of Quorum:** Quorum was established by Glenda Blackmon-Johnson, RWPC Program Manager, and certified by Lionel Hillard.
- III. **Introductions/Announcements:**
 - a. Mr. Hillard announced the CCC will host “How will the Affordable Care Act Impact,” on September 27th at Dallas County Health and Human Services RM 627 from 2-4PM.
- IV. **Approval of August 14, 2018 Minutes:** *John Dornheim motioned to accept the minutes as written. Gary Benecke seconded the motion. The motion passed unanimously.*
- V. **Call for Executive Session:** In adherence to the Texas Open Meetings Handbook 2014 Section 551, the Committee deliberated potential appointee(s) and member(s). The Executive Session was called at 2:05 PM for the purpose of reviewing council and committee vacancies, interviewing, and reviewing applications.
- VI. **Reconvene:** The committee reconvened at 2:49 PM.
- VII. **Recommendations for Appointments:** The Executive Committee interviewed two candidates for appointments to the Ryan White Planning Council and Consumer Council Committee.

John Dornheim motioned to nominate Jamie Collins to be seated on the Consumer Council Committee and forward a recommendation to the Judge’s Office for RWPC appointment. Del Wilson seconded the motion. The motion passed unanimously.

Del Wilson motioned to tabled Ralone D. Wilkerson’s application until he decides which committee to join. John Dornheim seconded the motion. The motion passed unanimously.
- VIII. **Office of Support:** Ms. Blackmon-Johnson announced staff has received a draft of the RW Part A grant

application. Mr. Henry announced his meeting with Ms. Moore from Parkland who help and revise some of the language in the Transgender survey questions. She suggested participating with the pride parade for opportunity to make contacts to distribute surveys.

IX. Leadership Report: Mr. Hillard announced the Letter of Assurance was submitted to the Administrative Agency to be included in the RW Part A Grant application. The committee reviewed the FY2017 End of the Year Report. He announced Mr. Wiley and Ms. Wilson will attend the United States Conference on AIDS (USCA).

X. Committee Reports

a. Planning & Priorities: Mr. Dornheim, Planning & Priorities Committee Vice Chair, reported the committee did not meet.

b. Allocations Committee: Lionel Hillard, Allocations Committee Vice Chair, reported the committee met on August 27th and quorum was established. The committee reviewed and discussed the FY 2018 Part A/MAI Expenditure Report and FY2017 Part B/ State Services Expenditures. The committee made recommendations for Part B/State Services/Sherman-Dennison Allocation Plans.

FY 2018 State Services Sherman-Dennison

FY2018 Rank	Service Category (Core Services)	FY2018 Plan
1(t)	Oral Health Care	0.00%
1(t)	Outpatient/Ambulatory Medical Care	32.79%
3	Medical Case Management	0.00%
4	AIDS Pharmaceutical Assistance	15.87%
5	Mental Health Services	0.00%
6	Early Intervention Services	0.00%
7	Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals	0.00%
8	Substance Abuse Services	0.00%
9(t)	Home and Community-Based Health Services	0.00%
9(t)	Home Health Care	0.00%
11	Medical Nutrition Therapy	0.00%
12	Hospice Services	0.00%
	Total Core Medical	17.85%

FY2018 Rank	Service Category (Supportive Services)	FY2018 Plan
1	Food Bank	0.00%
2	Non-medical Case Management Services	51.34%
3	Medical Transportation	0.00%
4	Housing-Based Case Management	0.00%
5	Home Delivered Meals	0.00%
6	Emergency Financial Assistance	0.00%
7	Outreach Services - Lost to Care	0.00%
8	Other Professional Services (Legal Services)	0.00%
9	Congregate Housing	0.00%
10	Respite Care for Adults	1.05%
11(t)	Day Respite Care for Children/Youth/Adolescents	0.00%
11(t)	Health Education/Risk Reduction	0.00%
13	Child Care Services	0.00%
14	Linguistic Services	0.00%
	Total Support Services	51.34%
	Total Services	100.00%

Motion: *John Dornheim motioned to accept the FY 2018 State Services Dallas HSDA Allocations Plan. Gary Benecke seconded the motion. The motion passed unanimously.*

FY 2018 State Services Dallas HSDA:

FY2018 Rank	Service Category (Core Services)	FY2018 Plan
1(t)	Oral Health Care	0.00%
1(t)	Outpatient/Ambulatory Medical Care	0.00%
3	Medical Case Management	4.49%
4	AIDS Pharmaceutical Assistance	11.86%
5	Mental Health Services	1.50%
6	Early Intervention Services	0.00%
7	Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals	0.00%
8	Substance Abuse Services	0.00%
9(t)	Home and Community-Based Health Services	0.00%
9(t)	Home Health Care	0.00%
11	Medical Nutrition Therapy	0.00%
12	Hospice Services	0.00%
	Total Core Medical	17.85%

FY2018 Rank	Service Category (Supportive Services)	FY2018 Plan
1	Food Bank	6.18%
2	Non-medical Case Management Services	17.14%
3	Medical Transportation	16.69%
4	Housing-Based Case Management	4.95%
5	Home Delivered Meals	8.89%
6	Emergency Financial Assistance	0.00%
7	Outreach Services - Lost to Care	0.00%
8	Other Professional Services (Legal Services)	2.75%
9	Congregate Housing	17.88%
10	Respite Care for Adults	1.05%
11(t)	Day Respite Care for Children/Youth/Adolescents	0.00%
11(t)	Health Education/Risk Reduction	1.94%
13	Child Care Services	4.68%
14	Linguistic Services	0.00%
	Total Support Services	82.15%
	Total Services	100.00%

Motion: John Dornheim motioned to accept the FY 2018 State Services Dallas HSDA Allocations Plan. Gary Benecke seconded the motion. The motion passed unanimously.

Part B Dallas HSDA Allocations Plan

FY2019 Rank	Service Category (Core Services)	FY2019 Plan
1	Outpatient/Ambulatory Medical Care	65.67%

2	Oral Health Care	3.15%
3	Mental Health Services	0.00%
4	Medical Case Management	5.04%
5	AIDS Pharmaceutical Assistance	1.14%
6(t)	Substance Abuse Services	0.00%
6(t)	Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals	0.00%
8	Early Intervention Services	0.00%
9(t)	Home and Community-Based Health Services	0.00%
10	Home Health Care	0.00%
11	Medical Nutrition Therapy	0.00%
12	Hospice Services	0.00%
	Total Core Medical	75.00%
FY2019 Rank	Service Category (Supportive Services)	FY2019 Plan
1	Food Bank	3.65%
2	Non-medical Case Management Services	9.58%
3	Medical Transportation	6.99%
4	Housing-Based Case Management	0.00%
5	Emergency Financial Assistance	1.88%
6	Outreach Services - Lost to Care	2.90%
7	Congregate Housing	0.00%
8	Other Professional Services (Legal Services)	0.00%
9	Home Delivered Meals	0.00%
10	Health Education/Risk Reduction	0.00%
11	Respite Care for Adults Day	0.00%
12	Respite Care for Children/Youth/Adolescents	0.00%
13	Child Care Services	0.00%
14	Linguistic Services	0.00%
	Total Support Services	25.00%
	Total Services	100.00%

Motion: John Dornheim motioned to accept the FY 2019 Part B Dallas HSDA Allocations Plan. Gary Benecke seconded the motion. The motion passed unanimously.

FY 2019 Part B Sherman-Dennison HSDA Allocations Plan

FY2019 Rank	Service Category (Core Services)	FY2019 Plan
1	Outpatient/Ambulatory Medical Care	19.87%
2	Oral Health Care	0.00%
3	Mental Health Services	0.00%
4	Medical Case Management	13.94%
5	AIDS Pharmaceutical Assistance	21.90%
6(t)	Substance Abuse Services	0.00%
6(t)	Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals	19.29%
8	Early Intervention Services	0.00%
9(t)	Home and Community-Based Health Services	0.00%
10	Home Health Care	0.00%
11	Medical Nutrition Therapy	0.00%
12	Hospice Services	0.00%
	Total Core Medical	75.00%

FY2019 Rank	Service Category (Supportive Services)	FY2019 Plan
1	Food Bank	3.34%
2	Non-medical Case Management Services	11.90%
3	Medical Transportation	8.43%
4	Housing-Based Case Management	0.00%
5	Emergency Financial Assistance	1.33%
6	Outreach Services - Lost to Care	0.00%

7	Congregate Housing	0.00%
8	Other Professional Services (Legal Services)	0.00%
9	Home Delivered Meals	0.00%
10	Health Education/Risk Reduction	0.00%
11	Respite Care for Adults Day	0.00%
12	Respite Care for Children/Youth/Adolescents	0.00%
13	Child Care Services	0.00%
14	Linguistic Services	0.00%
	Total Support Services	25.00%
	Total Services	100.00%

Motion: John Dornheim motioned to accept the FY 2019 Part B Sherman-Dennison Dallas HSDA Allocations Plan. Gary Benecke seconded the motion. The motion passed unanimously.

FY 2019 State Services Dallas HSDA Allocations Plan

FY2019 Rank	Service Category (Core Services)	FY2019 Plan
1	Outpatient/Ambulatory Medical Care	0.00%
2	Oral Health Care	0.00%
3	Mental Health Services	1.50%
4	Medical Case Management	4.49%
5	AIDS Pharmaceutical Assistance	11.86%
6(t)	Substance Abuse Services	0.00%
6(t)	Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals	0.00%
8	Early Intervention Services	0.00%
9(t)	Home and Community-Based Health Services	0.00%
10	Home Health Care	0.00%
11	Medical Nutrition Therapy	0.00%
12	Hospice Services	0.00%
	Total Core Medical	17.85%

FY2019 Rank	Service Category (Supportive Services)	FY2019 Plan
1	Food Bank	6.18%
2	Non-medical Case Management Services	17.14%
3	Medical Transportation	16.69%
4	Housing-Based Case Management	4.95%
5	Emergency Financial Assistance	0.00%
6	Outreach Services - Lost to Care	0.00%
7	Congregate Housing	17.88%
8	Other Professional Services (Legal Services)	2.75%
9	Home Delivered Meals	8.89%
10	Health Education/Risk Reduction	1.94%
11	Respite Care for Adults Day	1.05%
12	Respite Care for Children/Youth/Adolescents	0.00%
13	Child Care Services	4.68%
14	Linguistic Services	0.00%
	Total Support Services	82.15%
	Total Services	100.00%

Motion: John Dornheim motioned to accept the FY 2019 State Services Dallas HSDA Allocations Plan. Gary Benecke seconded the motion. The motion passed unanimously.

FY 2019 State Services Sherman-Dennison

FY2019 Rank	Service Category (Core Services)	FY2019 Plan
1	Outpatient/Ambulatory Medical Care	32.79%
2	Oral Health Care	0.00%
3	Mental Health Services	0.00%
4	Medical Case Management	0.00%
5	AIDS Pharmaceutical Assistance	15.87%

6(t)	Substance Abuse Services	0.00%
6(t)	Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals	0.00%
8	Early Intervention Services	0.00%
9(t)	Home and Community-Based Health Services	0.00%
10	Home Health Care	0.00%
11	Medical Nutrition Therapy	0.00%
12	Hospice Services	0.00%
	Total Core Medical	48.66%

FY2019 Rank	Service Category (Supportive Services)	FY2019 Plan
1	Food Bank	0.00%
2	Non-medical Case Management Services	51.34%
3	Medical Transportation	0.00%
4	Housing-Based Case Management	0.00%
5	Emergency Financial Assistance	0.00%
6	Outreach Services - Lost to Care	0.00%
7	Congregate Housing	0.00%
8	Other Professional Services (Legal Services)	0.00%
9	Home Delivered Meals	0.00%
10	Health Education/Risk Reduction	0.00%
11	Respite Care for Adults Day	0.00%
12	Respite Care for Children/Youth/Adolescents	0.00%
13	Child Care Services	0.00%
14	Linguistic Services	0.00%
	Total Support Services	51.34%
	Total Services	100.00%

Motion: John Dornheim motioned to accept the FY 2018 State Services Dallas HSDA Allocations Plan. Gary Benecke seconded the motion. The motion passed unanimously

- c. **Consumer Council Committee:** Annie Sawyer-Williams, Consumer Council Committee Support Staff, reported the committee met on August 23rd and quorum was established. Announcements and committee reports were given. The committee reviewed and discussed their forum planning with tentative dates scheduled.

The committee scheduled tentative dates for the upcoming forums:

- *How will Affordable Care Act Impact- September 27th, 2-4PM*
- *Housing Modification & Partnership- October 30th, 2-4PM*
- *HIV & Substance Abuse – November 13th, 2-4PM*
- *Social Implications HIV & Women/Transgender- December 20th, 12-2PM*

Mrs. Sawyer-Williams announced ViiV Healthcare will partner with AIDS Service of Dallas and host a Couch Talk on Thursday, September 27th at 6:30PM on 834 North Marsalis Ave. The committee discussed other events scheduled on September 27th.

- d. **Evaluation Committee:** Gary Benecke, Evaluation Committee Chair, reported the committee met on August 28^h and quorum was established and reviewed the recommendation responses submitted by the AA and approved the FY 2017 Evaluation of the Administrative Mechanism.

The committee discussed the AA response regarding complaint protocol and agreed support staff will revise a few of the responses to parallel the AA previous response.

Motion: Gary Benecke motioned to approve the FY2017 Evaluation of the Administrative Mechanism. John Dornheim seconded the motion. The motion passed with corrections unanimously.

e. **Needs Assessment Committee:** John Dornheim reported the committee met on August 21st, and quorum was established. The committee reviewed and revised the survey questions for the Transgender and Youth populations. They agreed to add questions to the youth survey regarding social media site where youths are meeting and connecting. The committee agreed to finalize and expedite the next three surveys.

f. **Care Coordination Ad Hoc Committee:** It was reported the Care Coordination Ad Hoc Committee did not meet quorum, but agreed to have an unofficial meeting.

XI. **Approval of the May 9, 2018 RWPC Agenda:** *John Dornheim made a motion to approve the September 12, 2018 RWPC meeting agenda. The motion passed unanimously.*

XII. **New Business:** *N/A.*

XIII. **Adjournment:** *Gary Benecke motioned to adjourn. John Dornheim seconded the motion. The motion passed unanimously.*

The meeting was adjourned at 3:10 PM.

Submitted by:

Annie Sawyer-Williams, RWPC Coordinator

Date

Draft Certified by:

Justin M. Henry, RWPC Health Planner

Date

Final Approval by:

Lionel Hillard, Chair
Auntjuan Wiley, Vice Chair
Evany Turk, Vice Chair

Date

NEXT SCHEDULED MEETING
Wednesday, October 3, 2018 @ 2:00 PM
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX 75207