

EXECUTIVE COMMITTEE MEETING

December 3, 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

Auntjuan Wiley, RWPC Vice Chair, CCC Chair
John Dornheim, Needs Assessment, Chair
Yolanda Jones, Allocations Chair
Lionel Hillard, RWPC Vice Chair, Allocations Vice Chair

Gary Benecke, Evaluation Chair
Kyle Talkington, Judges Representative
Del Wilson, Evaluation Vice Chair

MEMBERS ABSENT

Donna Wilson, CCC Vice Chair
Stacie McNulty, Planning & Priorities Chair

Evany Turk, RWPC Vice Chair

RWPC STAFF PRESENT

Glenda Blackmon-Johnson, RWPC Manager
Justin M. Henry, RWPC Planner

Annie Sawyer-Williams, RWPC Coordinator

GRANTS MANAGEMENT STAFF PRESENT

OTHERS PRESENT

- I. **Call to Order:** Lionel Hillard, Chair called the meeting to order at 2:04 p.m.
- II. **Certification of Quorum:** Quorum was established by Lionel Hillard, and certified by Glenda Blackmon-Johnson, RWPC Program Manager.
- III. **Introductions/Announcements:**
 - a. Lionel Hillard distributed the Achieving Together A Community Plan to End the HIV Epidemic in Texas that was recently released.
 - b. Lionel Hillard announced the Consumer Council Committee forum on “HIV Social-Implications: Women-Transgender”, to be held December 20th at Dallas County Health and Human Services 2377 N. Stemmons Freeway in the Hickman Conference Room from 12 p.m.-2 p.m. Lunch will be served.
 - c. Gary Benecke announced the Resource Center Health Campus at 2701 Reagan Street will host their Holiday lunch on December 14th, from 11:00 a.m-1:30 p.m. All are welcome.
- IV. **Approval of November 7, 2018 Minutes:** *John Dornheim motioned to accept the minutes as written. Gary Benecke seconded the motion. The motion passed unanimously.*
- V. **Office of Support:** Mrs. Sawyer-Williams reported the Consumer Council Committee table the World AIDS Day luncheon entitled “Moving Forward: A Couch Talk Series.

Mr. Henry gave the committee an overview of the planning process from the Needs Assessment committee. Mr. Henry reported questioning related to peer support and health workers. He noted the peer support information is not tracked in Area Regional Information Evaluation System (ARIES); there is consideration to have questions on the survey regarding peer support.

Other topics discussed were disallowance of:

The needle exchange program

Capacity development needs of HIV service providers

Coordination between prevention and care with Sub-Recipients in the EMA

Ms. Blackmon-Johnson brought to the committee's attention the two new Policy Clarification Notices (PCN): **#18-02 The Use of Ryan White HIV/AIDS Program Funds for Core Medical Services and Support Services for People Living with HIV Who are Incarcerated and Justice Involved** and **#15-02 Clinical Quality Management Policy Clarification Notice**. She asked the Chairs to review the PCNs and to determine how they may relate to their committee's work.

- VI. Leadership Report:** Mr. Hillard announced the National Institute on Drug Abuse (NIDA) has been awarded another 5-year grant to help improve the integration of substance use treatment services within the AIDS Service Organization (ASO) across the U.S. NIDA submitted a letter to thank the RWPC for supporting their grant application. They would like to receive input from the RWPC and to invite representatives to collaborate to identify:

Substance that have the most negative impact on the HIV care continuum, Treatments that are most promising for HIV/AIDS services setting, and Strategies that are most promising for ensuring successful implementation of those treatments.

VII. Committee Reports

- a. **Planning & Priorities:** Committee did not meet.
- b. **Allocations Committee:** Committee did not meet.
- c. **Consumer Council Committee:** Auntjuan Wiley, Consumer Council Committee Chair, reported the committee met on November 15th and quorum was established. Committee reports were given. Mr. Henry conducted the Achieving Together Presentation: A Community Plan to End the HIV Epidemic in Texas. The committee discussed the upcoming forum "HIV Social Implication: Women-Transgender on December 20th. They reviewed the handout developed at the RWPC retreat for strategic planning and members choose topics of their passion or specialty for development.
- d. **Evaluation Committee:** Committee did not meet.
- e. **Needs Assessment Committee:** John Dornheim, Needs Assessment Committee Chair, reported the committee met on November 20th, and quorum was not established. The committee reviewed and discussed the design for the 2019 Needs Assessment. The timeline included: Epidemiologic report, surveys, focus groups and questionnaires.

The committee reviewed a questionnaire for Hispanic/Latino population survey.

- f. **Care Coordination Ad Hoc Committee:** Yolanda Jones, Care Coordination Ad hoc Committee Vice Chair, reported the committee met on November 8th, and quorum was established. The committee discussed and revised the goals from the current Care Coordination Implementation Plan. At the next meeting the committee will focus on other sections of the plan to include the values and core components.

- VIII. Approval of the December 7, 2018 RWPC Agenda:** *John Dornheim made a motion to approve the December 7, 2018 RWPC meeting agenda with corrections. Del Wilson seconded the motion. The motion passed unanimously.*

- IX. New Business:** Mr. Hillard announced the LPAP Advisory Board asked questions regarding the Formulary; such as if the RWPC would want to adopt the AIDS Drug Assistance Program (ADAP) Formulary; and if there any restrictions the council would recommend? They had a brief discussion and suggested the LPAP Advisory Board collect data from sub-recipients and other Eligibility Metropolitan Areas; relating the work being done to their formularies. The committee agreed any questions from the LPAP Advisory Board will be reported to the Executive Committee and forward to the RWPC for input.

Mr. Hillard announced he has submitted a Leadership Application for Chair of the RWPC to Support Staff with a letter of request to the Judge to extend his term another year. The committee had a discussion regarding member requests extension for leadership. The RWPC Bylaws were reviewed regarding the term limits for leadership.

X. ***Adjournment: John Dornheim motioned to adjourn. Kyle Talkington seconded the motion. The motion passed unanimously.***

The meeting was adjourned at 2:45 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, January 2, 2018 @ 2:00 PM
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX 75207