

**EXECUTIVE COMMITTEE MEETING**  
**September 4, 2019**

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

**MEMBERS PRESENT**

John Dornheim, P&P, Needs Assessment, Chair  
Auntjuan Wiley, RWPC Vice Chair, CCC Chair

Del Wilson, Evaluation Vice Chair  
Kyle Talkington, Judges Representative

**MEMBERS ABSENT**

Robert Lynn, P&P Vice Chair  
Donna Wilson, CCC Vice Chair  
James Wright, Allocations Vice Chair  
Yolanda Jones, Allocations Chair

Lionel Hillard, RWPC Chair  
Sonya Hughes, Assistant Director  
Christopher Webb, Needs Assessment Vice Chair  
Darius Ahmadi, Evaluation Chair

**RWPC STAFF PRESENT**

Annie Sawyer-Williams, RWPC Coordinator

**GRANTS MANAGEMENT STAFF PRESENT**

Wanda Scott, Program Monitor

**OTHERS PRESENT**

Dwight Harry, ASD

- I. **Call to Order:** John Dornheim, Vice Chair called the meeting to order at 2:00 p.m.
- II. **Certification of Quorum:** Quorum was established by John Dornheim, and certified by Annie Sawyer-Williams, RWPC Coordinator.
- III. **Introductions/Announcements:** N/A.
- IV. **Approval of the August 7, 2019 Minutes:** *Del Wilson motioned to accept the minutes as written. Auntjuan Wiley seconded the motion. The motion passed with two abstentions.*
- V. **Administrative Agency Report:** N/A.
- VI. **Office of Support:** N/A.
- VII. **Leadership Report:** N/A.
- VIII. **Committee Reports**
  - a. **Needs Assessment:** Mr. Dornheim reported the committee met on August 20<sup>th</sup> and established quorum. The committee was introduced to the Project Lead Susan Wolfe and Kyrach Brown. The committee discussed the development of the 2019 needs assessment process. The committee answered questions for the project lead regarding:
    - 2016 Needs Assessment
    - 2016 Comprehensive HIV Needs Assessment Strength, Weakness, Opportunities, and Threats
    - 2019 Needs Assessment
    - 2019 Comprehensive HIV Needs Assessment Timeline
  - b. **Planning & Priorities:** Mr. Dornheim reported the committee met on August 16<sup>th</sup> and established quorum. The committee reviewed and discussed the following documents and made recommendations for the Dallas EMA FY 2020 Standards of Care.

- FY 2015 Standards of Care.
- FY 2019-2020 Dallas Planning Area Service Delivery Guidelines.
- DSHS Universal Standards.
- Workgroup Recommendations.
- DSHS Service Category Specific Standards.
- Service Category Financial Eligibility Percentages.
- Care Coordination Ad-Hoc Committee recommendations.

It was noted the Planning & Priorities committee agreed to table the discussion regarding the self-referral process.

c. **Allocations Committee:** Annie Sawyer-Williams reported the committee met on August 26<sup>th</sup> and established quorum. Opened the floor for announcements. The committee reviewed the Administrative Agency programmatic update and documents were provided.

- FY 2019 Part A Formula and Part A Supplemental
  - FY 2019 MAI
  - FY 2020 Part B and Part B Supplemental
  - FY 2019 State Services
  - FY 2019 State Rebate and ADAP
- The Administrative Agency completed the Allocations for FY 2019-2020 for Part Formula, Part A Supplemental, MAI awards and Part B Formula/Supplemental according to the RWPC’s percentage recommendations.
  - The Administrative Agency re-allocated State Service and State Rebate amounts.

The committee reviewed and discussed the Part A/MAI/Reallocation funds for FY 2019-2020 and the Request for Funding Increase (RFI) data provided by the AA. After a lengthy discussion and review, the committee agreed to move forward with the following recommendations:

<b>FY 2019 Rank</b>	<b>Service Category (Core Services)</b>	<b>FY 2019-2020 Plan</b>
1	Outpatient/Ambulatory Medical	\$150,000-32.68%
2	Oral Health	\$250,000-11.56%
6(t)	Substance Abuse	\$50,000- 0.93%
6(t)	Health Insurance Premium and Cost Sharing	\$140,084-10.27%
	<b>Total Core Medical</b>	\$590,084.00
<b>FY 2019 Rank</b>	<b>Service Category (Support Services)</b>	
2	Case Management (non-medical)	\$215,000-9.59%
	<b>Total Support Services</b>	\$215,000.00

**Motion:** *John Dornheim motioned to accept the FY 2019-2020 Part A Reallocation Plan. Del Wilson seconded the motion. The motion passed with two abstentions.*

<b>FY 2019 Rank</b>	<b>MAI Core Medical Services</b>	<b>FY 2019-2020 Plan</b>
2(t)	Oral Health	\$40,000-14.54%

	<b>Total Core Medical</b>	\$40,000
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***Motion:*** *John Dornheim motioned to accept the FY 2019 Minority AIDS Initiative Reallocation Plan. Del Wilson seconded the motion. The motion passed with two abstentions.*

- d. **Consumer Council Committee:** Auntjuan Wiley, Chair, reported the committee met on August 22<sup>nd</sup> and establish quorum. The committee discussed their Strategic Plan the outreach to emergency rooms, other medical facilities, and non-Ryan White providers.

The committee scheduled a date for the upcoming forums:

- HIV Under 30
- Trauma-Informed Care
- Adherence & Staying Undetectable
- HIV & Dental Care

The CCC will participate in the Life Walk event on October 6, 2019.

- e. **Evaluation Committee:** Del Wilson, Vice Chair, reported the committee met on August 29<sup>th</sup> and establish quorum. Opened the floor for announcements. And, the committee reviewed and approved the 2018 Evaluation of the Administrative Mechanism (EAM) report and made Recommendations to the AA.

The *Executive Committee* conducted a lengthy discussion, shared their concerns with some of the wording within the Recommendations, and asked staff to provide further clarity; and they agreed to conduct a follow up emergency meeting on Monday, September 9<sup>th</sup> at 3:00 p.m. to review the revise documents.

***Motion:*** *Del Wilson motioned to table the Evaluation of the Administrative Mechanism action item. Auntjuan Wiley seconded the motion. The motion passed unanimously.*

- IX. **Approval of the September 11, 2019 RWPC Agenda:** *Kyle Talkington made a motion to approve the September 11, 2019 RWPC meeting agenda. Auntjuan Wiley seconded the motion. The motion passed unanimously.*

- X. **New Business:** The committee discussed the mandated seat for the State Part B representative. They agreed the representative should complete the interview process with the Executive Committee, and thereafter forward the application for approval by the Judge’s office.

***Motion:*** *Auntjuan Wiley motion to remove the State Part B representative from the Ryan White Planning Council rooster until the Executive Committee’s interview process is completed and the approval for appointment by the Judge’s Office has been granted. Kyle Talkington seconded the motion. The motion passed unanimously.*

- XI. **Adjournment:** *Kyle Talkington motioned to adjourn. Auntjuan Wiley seconded the motion. The motion passed unanimously.*

The meeting was adjourned at 3:36 p.m.

Submitted by:

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Annie Sawyer-Williams, RWPC Coordinator

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Date

Draft Certified by:

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Justin M. Henry, RWPC Health Planner

\_\_\_\_\_  
Date

Final Approval by:

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Lionel Hillard, Chair  
Auntjuan Wiley, Vice Chair  
John Dornheim, Vice Chair

\_\_\_\_\_  
Date

NEXT SCHEDULED MEETING  
Wednesday, October 2, 2019 @ 2:00 PM  
Hickman Conference Room, 2nd floor  
Dallas County Health and Human Services Building  
2377 N. Stemmons Freeway, Dallas, TX 75207