

**Ryan White Planning Council of the Dallas Area  
Office of Support**

Memorandum

To: Members, Executive Committee

From: RWPC Office of Support

Date: March 31, 2021

Re: RWPC - Executive Committee Meeting Announcement

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Please note that there will be an:

**Executive Committee Meeting**  
**Wednesday, April 7, 2021 at 2:00 p.m. held via**  
**Tele-Conference via the Go-to-Meeting platform.**

Attached, please find meeting materials for your review. Members if you are unable to attend this meeting, please notify the RWPC Office of Support at (214) 819-1840 by Tuesday, April 6, 2021. Otherwise, we look forward to seeing you at the meeting.

**Please view Ryan White 101 on our social media Like Share Subscribe:**

<https://www.facebook.com/Ryan-White-Planning-Council-of-the-Dallas-Planning-Area-702096959854808/>

<https://www.youtube.com/channel/UCsej0mq91GN6d51VIVlp9ZA>

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  
Angela Jones, Quality Assurance Advisor  
Regina Waits, Health Advisor  
Carla Jackson, Program Monitor  
David Kim, Program Monitor  
Vacant, RWPC Office of Support  
Claudy Jean-Pierre, RWPC Office of Support  
Kofi Bissah, ADAP Coordinator  
Building Security

**2377 N. Stemmons Freeway, Suite 200, Dallas, Texas 75207**  
**214 819-1840 telephone; 214 819-6023 fax**

# EXECUTIVE COMMITTEE

*It is our vision to promote the improvement of health and quality of life for all clients.*

*The RWPC of the Dallas Area is a caring community of consumers, volunteers and providers who responsibly plan to address the evolving needs of the HIV/AIDS community.*

## AGENDA

**Wednesday, April 7, 2021 - 2:00 p.m.**  
**Executive Committee Meeting**

- |  |  |
|--|--|
| I. Call to Order   | John Dornheim or Helen Zimba or Auntjuan Wiley |
| II. Certification of Quorum  | John Dornheim or Helen Zimba or Auntjuan Wiley |
| III. Introductions/Announcements   | John Dornheim or Helen Zimba or Auntjuan Wiley |
| <b>IV. Approve the March 3, 2021 Meeting Minutes</b>   | <b>Action Item</b>                             |
| V. Office of Support Report  | RWPC Support Staff                             |
| • RWPC Membership Representation and Reflectiveness  |  |
| VI. Leadership Report  | John Dornheim or Helen Zimba or Auntjuan Wiley |
| VII. Administrative Agency Report  | Sonya Hughes, AA Representative                |
| VIII. Committee Reports and FY 2021 Deliverables:  |  |
| A. Needs Assessment Committee  | John Dornheim or Helen Zimba or Auntjuan Wiley |
| B. Planning and Priorities Committee   | John Dornheim or Helen Zimba or Auntjuan Wiley |
| C. Allocations Committee   | Lionel Hillard or Auntjuan Wiley               |
| • <b>Approve to Forward to PC- Endorsement Letter for<br/>FY 2021 Part A Partial Award/Part B/State Rebate Allocations</b>   | <b>Action Item</b>                             |
| D. Evaluation Committee  | John Dornheim or Helen Zimba or Auntjuan Wiley |
| E. Consumer Council Committee  | Donna Wilson or Sattie Nyachwaya               |
| <b>IX. Approve the RWPC May 12, 2021 Meeting Agenda</b>  | <b>Action Item</b>                             |
| X. New Business  |  |
| XI. Executive Session <b>(CLOSED)</b>  |  |
| <i>For purposes permitted by Chapter 551,<br/>Open Meetings, Texas Government Code, Section 551.074,<br/>Interview of Candidates 92); Discuss Council<br/>And Committee Membership and Vacancies<br/>(Review application (1) for standing committee appointment)</i> |  |
| XII. Adjournment   | John Dornheim or Helen Zimba or Auntjuan Wiley |

**Due to COVID-19  
Until Further Notice**

NEXT SCHEDULED MEETING  
Wednesday, May 5, 2021 2:00 PM  
Will be held via TELE-CONFERENCE

**EXECUTIVE COMMITTEE MEETING**

**March 3, 2021**

**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, RWPC, Chair	Donna Wilson, CCC Chair
Helen Zimba, RWPC Vice-Chair	Sattriona Nyachway, CCC Vice-Chair
Auntjaun Wiley, RWPC Vice-Chair, NA Chair, Allocations Vice-Chair	

**MEMBERS ABSENT**

Lionel Hillard, Allocations Chair

**RWPC STAFF PRESENT**

Glenda Blackmon Johnson RWPC Manager	Claudy Jean Pierre RWPC Office of Support
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**GRANTS MANAGEMENT STAFF PRESENT**

Sonya Hughes, AD, RW Grants	Justin Henry, MG	David Kim, PM	Wanda Scott, FGM
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**OTHERS PRESENT**

John Skelton	Julia Chavarria	Annie Williams
Shannon Walker	Kevin Davis	Amanda Burks
Barbara Kakembo	Kellie Norcott	Rodrigo Chavez
Tzegabrhan Kidane		

- I. **Call to Order:** John Dornheim, Chair called the meeting to order at 2:01 p.m.
- II. **Certification of Quorum:** Quorum was established by John Dornheim, and certified by Glenda Blackmon Johnson, RWPC Manager.
- III. **Introductions/Announcements:**
  - Auntjuan Wiley announced that The Wellness Roundtable has resumed meetings virtually. The meeting will be conducted from 11:00 – 12:30 on the 3<sup>rd</sup> Thursday of each month. He requested to be contacted to obtain the virtual meeting information.
  - Due to COVID-19 Restrictions, The AIDS Walk South Dallas 2021 Event will be hosted June 26, 2021, in observance of *National HIV Testing Day*. The hope is to prompt PUSH Testing and to offer the COVID Vaccine during the walk.
  - Helen Zimba announced that AFIYA enter will Host a Facebook event 3.10.2021 from Noon – 1:00 pm; and she will forward the announcement flyer to support staff for distribution.
  - The office of support announced the coordinator vacancy posting; and encourage interested parties to apply on the Dallas County website.
- IV. **Approval of February 3, 2021 Minutes:** Helen Zimba motioned to approve the minutes. Auntjuan Wiley seconded the motion. The motion passed.
- V. **Office of Support Report:**

RWPC membership, 33 seats 19 seats are filled. 42% of the membership is non-aligned consumers. Three mandatory seat categories: State Medicare/Medicaid; recently incarcerated; and federally recognized Indian Tribes. The RWC is seeking women of Color/Transgender/Youth/Hispanic and Indian Tribe representation. Discussed the standing committee seat status.

  1. Allocation Committee (15 seats): 7 members (8 seats open)
  2. Evaluation Committee (15 seats): 10 members (5 seats open)
  3. Planning & Priorities Committee (15 seats): 7 members (8 seats open)

4. Consumer Council Committee (20 seats): 15 members (5 seats open)
5. Needs Assessment Committee (25 seats): 11 members (14 seats open)

**MEMBERSHIP REFLECTIVENESS:** At the end of 2019 the State reported 24,076 People Living with HIV

- The 1st group impacted with the highest numbers is Blacks at 10,111 or 42% representation; the RWPC membership consists of 19 people of whom 10 are Black with representation at 53.00% reflectiveness.
- The 2nd group impacted with the next highest numbers is White at 6,598 or 27% representation; the RWPC membership consists of 19 people of whom 6 are White with representation at 31.00% reflectiveness.
- The 3rd group impacted with the next highest numbers is Latinx/Hispanic at 5,839 or 24% representation; the RWPC membership consists of 20 people of whom 3 are Latino/Hispanic with representation at 15.00% reflectiveness.

- VI. **Leadership Report:** John Dornheim, Chair established the platform meeting etiquette and made general announcements regarding access to Emergency Housing Assistance Program; Comprehensive Energy Assistance Program; the HIV Taskforce, Dallas County Fast Trace Cities, COVID-19 Updates and vaccine announcements on the Dallas County website <https://www.dallascounty.org> ; RWPC new membership Orientation Videos; candidate interviews; and recruitment efforts. And the RWPC Leadership’s invitation to participate with the CHATT Learning Collaborative.

John Dornheim, Chair opened the discussion regarding the FY 2021 Leadership/Standing Committee Member Virtual Training agenda. He reported that he extended an invitation to Venton Hill-Jones to provide an HIV Taskforce update and to Yolanda Jones to be a present regarding the Provider Network. He is awaiting a response from Venton Hill-Jones and Yolanda has agreed. Auntjuan Wiley, Vice-Chair recommended that the New Member Orientation Handout material be updated and aligned with the previous year’s Handout and the Ryan White 101 Presentation. The members agreed on the New Member Orientation Agenda draft presented for discussion and projected April 14, 2021 to host the Orientation.

- VII. **Administrative Agency Report:** Sonya Hughes reported that there AA received the Part B Award. The contract states level funding however the State has indicated that funding cuts are forthcoming. The stated has moved the Spend Down until June 2021 in efforts to reach out to clints who were denied due to the Spend down. Also, the AA has applied for Part C Capacity Building Grant funding to purchase the E2MyCare Portal. If approved the AA will partner with RDE to roll out the E2MyCare Portal to allow consumers to engage in care. During the call with the Project Officer, we learned that HRSA has waived the Unobligated penalty for this year and next. The AA has applied for CARES Act funds to purchase PPE supplies.

VIII. **Committee Reports:**

- A. Needs Assessment Committee: County Closure-Did not Meet.
- B. Planning & Priorities Committee: County Closure -Did not Meet.
- C. Allocations Committee: Did not Meet.
- D. Evaluation Committee: Did Not Meet.
- E. Consumer Council Committee: Met but did not establish quorum.

- IX. **Approval of the March 10, 2021 Agenda:** John Dornheim opened the floor for a motion to accept the agenda. Auntjuan Wiley made a motion to approve the March 10, 2021 RWPC meeting agenda. Helen Zimba seconded the motion. The motion passed.

- X. **New Business:** Glenda Blackmon Johnson reported receipt of an invitation to participate as a panelist on the CHATT Planning Learning Webinar 3.10.2021.

- XI. **Executive Session:** John Dornheim, the chair, presented the Call for Executive Session at 2:30 p.m. *For purposes permitted by Chapter 551, Open Meetings, Texas Government Code, Section 551.074, Interview of Candidates 92); Discuss Council And Committee Membership and Vacancies (Review application (1) for standing committee appointment)*

The Executive Committee interviewed one (1) candidate for standing committee appointment. The committee unanimously assigned Kevin Davis to the Consumer Council Committee and recommended him for the Ryan White Planning Council membership. The committee closed the Executive Session at 3:11 p.m. and reconvened the Executive meeting.

- XII. **Adjournment:** Auntjuan Wiley made a motion to adjourn. Donna Wilson seconded the motion. The motion passed unanimously. The meeting was adjourned at 3:15 p.m.

Submitted by:

\_\_\_\_\_  
Glenda Blackmon Johnson, RWPC Manager

\_\_\_\_\_  
Date

Draft Certified by:

\_\_\_\_\_  
Glenda Blackmon Johnson, RWPC Manager

\_\_\_\_\_  
Date

Final Approval by:

\_\_\_\_\_  
John Dornheim, RWPC Chair  
Auntjuan Wiley, RWPC Vice-Chair  
Helen Zimba, RWPC Vice-Chair

\_\_\_\_\_  
Date

**Due to COVID-19  
Until Further Notice  
NEXT SCHEDULED MEETING  
Wednesday, April 7, 2021 @ 2:00 PM  
Will be held via TELE-Conference  
Dallas County Health and Human Services Building**

 **Ryan White Planning Council of the Dallas Area**

2377 N. Stemmons Freeway Suite 200, Dallas, Texas 75207-2710  
(214) 819-1857 voice (214) 819-6023 fax

March 22, 2021

**Chief Elected Official**  
County Judge Clay Jenkins

**Director of Health & Human Services**  
Philip Huang, MD, MPH

**Planning Council Chair**  
John Dornheim

**Planning Council Vice Chairs**  
Auntjuan Wiley, Helen Zimba

**Allocations Committee**  
Lionel Hillard, Chair  
Auntjuan Wiley, Vice Chair

**Consumer Council Committee**  
Donna Wilson, Chair  
Sattriona Nyachwaya, Vice Chair

**Evaluation Committee**  
John Dornheim, Chair  
Vacant, Vice Chair

**Planning & Priorities Committee**  
John Dornheim, Chair  
Vacant, Vice Chair

**Needs Assessment Committee**  
Auntjuan Wiley, Chair  
John Dornheim, Vice Chair

**Support Staff**  
Glenda Blackmon-Johnson  
Claudy Jean-Pierre

Patryce Peden  
Government and Special Focus Branch  
Division of Grants Management Operations, OMPS  
5600 Fisher Lane Room 11-30  
Rockville, Maryland 20857

**Re: Planning Council Endorsement of FY 2021 (Partial) Award**

Dear Ms. Peden:

The Ryan White Planning Council (PC) endorsed the FY 2021 allocations from calendar year 2020 as recommended by the Allocations Committee prior to the award being received; the Allocations Committee affirms receipt of the actual (Partial) award for FY 2021-2022 Formula and Supplemental and carryover grants to the Dallas EMA.

The Dallas EMA’s fiscal Year 2021-2022 Formula, Supplemental, and Minority AIDS Initiative (MAI) fund allocations are based on the actual (Partial) award and expended according to percentage allocations established for the priority services as approved by the Planning Council.

It is the Allocations Committee’s recommendation to the Planning Council to endorse the FY 2021 Ryan White HIV/AIDS Part A & MAI Planned Allocation Tables for the established FY 2021 priority service categories.

In response to the Notice of Funding Opportunity Number: HRSA-20-063 fiscal year 2021, the PC Chair provides this letter on behalf of the Ryan White Planning Council endorsing the priorities and (Partial) award allocations.

Sincerely,

\_\_\_\_\_  
Lionel Hillard, Allocations Committee Chair or Auntjuan Wiley, Vice Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
John Dornheim, Planning Council Chair  
Ryan White Planning Council of the Dallas Area

\_\_\_\_\_  
Date

ALLOCATIONS WORKSHEET  
RW PART A - 2021-2022

	<u>Allocated Amount</u>		
\$ 1,192,250.00	1,192,249	Outpatient/ Ambulatory Health Services	35.35
\$ 307,927.00	307,927	Local Pharmaceutical Assistance	9.13
\$ 236,426.00	236,426	Medical Case Management	7.01
		Medical Case Management-HB	
\$ 393,257.00	393,257	Oral Health	11.66
\$ 343,003.00	343,003	Case Management (Non-Medical)	10.17
		Case Management-HB	
\$ 137,606.00	137,606	Food Bank/Home Delivered Meals	4.08
\$ 248,905.00	248,905	Medical Transportation	7.38
\$ 9,106.00	9,106	Outreach	0.27
\$ 21,248.00	21,248	Referral for Healthcare	0.63
\$ 19,562.00	19,562	Other Professional Services (Legal)	0.58
\$ 26,307.00	26,307	Substance Abuse	0.78
\$ 36,425.00	36,425	Mental Health	1.08
\$ 7,083.00	7,083	Emergency Financial Asst.	0.21
\$ 284,318.00	284,318	Health Insurance Assistance	8.43
\$ 101,181.00	101,181	Housing	3.00
\$ 5,059.00	5,059	Linguistic Services	0.15
\$ 3,035.00	3,035	Respite Care	0.09
\$ 3,372,698.00	<u>3,372,698</u>		100
\$ 3,372,698.00	3,372,698.00		

**ALLOCATIONS WORKSHEET  
RW PART A/MAI - 2021-2022**

	<u>Allocated Amount</u>		
\$ 136,549.00	<b>136,548</b>	<b>Outpatient/ Ambulatory Health Services</b>	Approved FY 2021-2022 Allocation % 46.87
\$ 28,492.00	<b>28,492</b>	<b>Local Pharmaceutical Assistance</b>	9.78
\$ 28,318.00	<b>28,318</b>	<b>Medical Case Management</b>	9.72
\$ 42,476.00	<b>42,476</b>	<b>Oral Health</b>	14.58
\$ 55,499.00	<b>55,499</b>	<b>Case Management (Non-Medical)</b>	19.05
\$ 291,334.00	<u><b>291,334</b></u>		100
\$ 291,334.00	291,334.00		



ALLOCATIONS WORKSHEET  
RW PART B - 2021-2022

Allocated Amount		Approved FY 2021-2022 Allocation %
1,951,571.0000	Outpatient/ Ambulatory Health Services	65.53
63,434.0000	Local Pharmaceutical Assistance	2.13
136,994.0000	Medical Case Management	4.6
	Medical Case Management-HB	
54,798.0000	Oral Health	1.84
280,541.0000	Case Management (Non-Medical)	9.42
	Case Management-HB	
138,186.0000	Food Bank/Home Delivered Meals	4.64
211,448.0000	Medical Transportation	7.1
-	Outreach	0
	Dallas County Hosp. District	
48,841.0000	Referral for Healthcare	1.64
-	Other Professional Services (Legal)	0
-	Substance Abuse	0
-	Mental Health	0
-	Emergency Financial Asst.	0
29,484.0000	Health Insurance Assistance	0.99
62,839.0000	Housing	2.11
-	Linguistic Services	0
-	Respite Care	0
<u>2,978,136</u>		100
2,978,136.00		

ALLOCATIONS WORKSHEET  
 DSHS State Rebate - 2021-2022

Allocated Amount		Approved FY 2021-2022 Allocation %
780,830.0000	Outpatient/ Ambulatory Health Services	65.53
25,380.0000	Local Pharmaceutical Assistance	2.13
54,812.0000	Medical Case Management	4.6
	Medical Case Management-HB	
21,925.0000	Oral Health	1.84
112,245.0000	Case Management (Non-Medical)	9.42
	Case Management-HB	
55,288.0000	Food Bank/Home Delivered Meals	4.64
84,601.0000	Medical Transportation	7.1
	Outreach	0
119,542.0000	Referral for Healthcare	1.64
	Other Professional Services (Legal)	0
	Substance Abuse	0
	Mental Health	0
	Emergency Financial Asst.	0
11,796.0000	Health Insurance Assistance	0.99
25,142.0000	Housing	2.11
	Linguistic Services	0
	Respite Care	0
1,172,019		100
119,542.00		
1,291,561.00		

# RYAN WHITE PLANNING COUNCIL OF THE DALLAS AREA

*The RWPC envisions a seamless, flexible, and efficient healthcare system dedicated to the wellness and empowerment of Persons Living With HIV/AIDS (PLWHA) in North Texas. The RWPC of the Dallas Area is a collaborative partnership of consumers, volunteers, and providers entrusted with the planning and coordination of healthcare services on behalf of PLWHA in North Texas.*

## AGENDA

Wednesday, May 12, 2021  
9:00 a.m.

- |  |  |
|--|--|
| I. Call to Order   | John Dornheim or Helen Zimba or Auntjuan Wiley         |
| II. Certification of Quorum  | John Dornheim or Helen Zimba or Auntjuan Wiley         |
| III. Introduction/Announcements  | John Dornheim or Helen Zimba or Auntjuan Wiley         |
| <b>IV. Approval of the March 10, 2021 Minutes</b>  | <b>Action Item</b>                                     |
| V. Administrative Agency Report<br>• AA Updates  | Sonya Hughes - Administrative Agency                   |
| VI. Committee Meeting Update:  |  |
| a. Executive Committee   | John Dornheim or Helen Zimba or Auntjuan Wiley         |
| b. Allocations Committee<br>• <b>Approve - Endorsement Letter for<br/>        FY 2021 Part A Partial Award/Part B/State Rebate Allocations</b> | Lionel Hillard or Auntjuan Wiley<br><b>Action Item</b> |
| c. Needs Assessment Committee  | John Dornheim or Helen Zimba or Auntjuan Wiley         |
| d. Planning and Priorities Committee   | John Dornheim or Helen Zimba or Auntjuan Wiley         |
| e. Evaluation Committee  | John Dornheim or Helen Zimba or Auntjuan Wiley         |
| f. Consumer Council Committee  | Donna Wilson or Sattie Nyachwaya                       |
| VII. New Business  |  |
| VIII. Adjournment  | John Dornheim or Auntjuan Wiley                        |

**Due to COVID-19  
Until Further Notice**

NEXT SCHEDULED MEETING

Wednesday, June 9, 2021 9:00 AM

**Will be held via TELE-CONFERENCE**