

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

Memorandum

To: Members, Executive Committee

From: RWPC Office of Support

Date: May 25, 2022

Re: RWPC - Executive Committee Meeting Announcement

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Please note that there will be an:

**Executive Committee Meeting**  
**Wednesday, June 1, 2022, at 2:00 p.m. held via**  
**Tele-Conference via the Go-to-Meeting platform.**

Attached, please find the meeting packet for your review. Members if you are unable to attend this meeting, please notify Logane Brazile, RWPC Office of Support Coordinator at Logane.Brazile@dallascounty.com, on or before **Tuesday, May 31, 2022**. 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.facebook.com/Ryan-White-Planning-Council-of-the-Dallas-Planning-Area-702096959854808/>

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  
Jocelyn Rodriguez, Program Monitor  
Logane Brazile, RWPC Coordinator  
Jasmine Sanders, RWPC Planner  
Kofi Bissah, ADAP Liaison  
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, June 1, 2022 - 2:00 p.m.  
Executive Committee Meeting**

- |  |                                 |
|--|---------------------------------|
| I. Call to Order   | John Dornheim or Helen Zimba    |
| II. Certification of Quorum  | John Dornheim or Helen Zimba    |
| III. Introductions/Announcements   | John Dornheim or Helen Zimba    |
| <b>IV. Approve the May 4, 2022, 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    |
| A. <b>Empower Dallas Report Update Review</b>  | <b>Action Item</b>              |
| VII. Administrative Agency Report  | Sonya Hughes, AA Representative |
| • AA Updates   |                                 |
| VIII. Committee Reports and FY 2021 Deliverables:  |                                 |
| A. Planning & Priorities Committee   | John Dornheim or Helen Zimba    |
| <b>Approve to forward the RWPC FY 2023 Priority Setting Recommendations</b>  | <b>Action Item</b>              |
| B. Needs Assessment Committee  | John Dornheim or Helen Zimba    |
| C. Allocations Committee   | James Kleitches or Naomi Green  |
| D. Evaluation Committee  | John Dornheim or Helen Zimba    |
| <b>Approve to forward the FY 2021 EAM/AAM</b>  | <b>Action Item</b>              |
| E. Consumer Council Committee  | Donna Wilson                    |
| <b>IX. Approve the RWPC June 8, 2022, 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<br/>551.074, Interview of Candidates 92); Discuss Council<br/>And Committee Membership and Vacancies</i> |                                 |
| XII. Adjournment   | John Dornheim or Helen Zimba    |

**Due to COVID-19  
Until Further Notice**  
**NEXT SCHEDULED MEETING**  
**Wednesday, July 6, 2022 2:00 PM**  
**Will be held via TELE-CONFERENCE**

**EXECUTIVE COMMITTEE MEETING**

**May 4, 2022**

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

**MEMBERS PRESENT**

Donna Wilson  
James Kleitches

Naomi Green  
John Dornheim, **Chair**

Helen Zimba, **Vice-Chair**

**MEMBERS ABSENT**

**RWPC STAFF PRESENT**

Jasmine Sanders, RWPC Planner  
Glenda Blackmon-Johnson, RWPC Manager

**GRANTS MANAGEMENT STAFF PRESENT**

Wanda Scott, GM  
Sonya Hughes, AA

Jocelyn Rodriguez, PM  
Nariah Webster, SFM

**OTHERS PRESENT**

Dan Nguyen, AHF/AIN  
Habbakkuk Yumo  
Joni Wysocki, AHF/AIN  
Kevin Chadwin Davis  
Traswell Livingston, AIDS Dallas

AJ Johnson, Dallas County  
Crystal Curtis, PHHS  
Lauren Trimble, Dallas County  
Annie Williams, Dallas County

Nisa Ortiz, Legal Hospice  
Sattie Nyachwaya, PHNTX  
Del Wilson, RCD  
Kelly Hall, Dallas County

- I. **Call to Order:** John Dornheim, Chair, opened the meeting at 2:00 p.m. and called the meeting to order at 2:00 p.m.
- II. **Certification of Quorum:** Quorum was established by John Dornheim, Chair, and certified by Jasmine Sanders, RWPC Planner.
- III. **Introductions/Announcements:**

Donna Wilson, CCC Chair, made the following announcements:

  - Afiya Center will be hosting an abortion rights rally on May 5, 2022. For more information, contact Donna Wilson.
  - Afiya Center will be hosting it's 9th annual "Get Tested, Grab a Bite" on June 27, 2022, from 11 a.m.-4 p.m. at Glendale Park. The Afiya Center is currently looking for event vendors, volunteers, or donations. Vendor applications can be requested from Donna Wilson.

Helen Zimba noted over 100 HIV+ women were in attendance at the Legacy Grace Convention. Participants partook in fellowship and education and held valuable linkage to care discussions.

Naomi Green, Allocations Vice-Chair, made the following announcements:

  - The trans and gender non-conforming workgroup curated a list of resources for trans and gender non-conforming individuals. Those interested should visit the Fast-Track Cities website for more information.
  - The grant cycle for Texas Pride Impact Fund for LGBTQ+ serving organizations is open. The application consists of five questions and can be found at [About TPIF - Texas Pride Impact Funds \(txpif.org\)](http://About TPIF - Texas Pride Impact Funds (txpif.org)). Any organization fitting the criteria may apply.
  - Those seeking professional development are welcome to participate in online training through crushlimits.com. Registration instructions can be found through the listed website.

Glenda Blackmon-Johnson, RWPC Manager, reminded members to fill and sign their 2022 RWPC Membership Packets.
- IV. **Approval of April 6, 2022, Minutes:** Helen Zimba, RWPC Vice-Chair, motioned to approve the minutes. Donna Wilson, CCC Chair, seconded the motion. The motion passed.
- V. **Office of Support Report:**

RWPC membership, 33 seats in total, 24 seats are filled, and 46% of the membership is non-aligned consumers. There are three mandatory seat categories: State Medicare/Medicaid, recently incarcerated, and federally recognized Indian Tribes. The RWC seeks women of Color/Transgender/Youth/Hispanic and Indian Tribe representation. Discussed the standing committee seat status.

  1. Allocation Committee (15 seats): 6 members (9 seats open)
  2. Evaluation Committee (15 seats): 9 members (6 seats open)
  3. Planning & Priorities Committee (15 seats): 8 members (7 seats open)
  4. Consumer Council Committee (20 seats): 15 members (5 seats open)

5. Needs Assessment Committee (25 seats): 13 members (12 seats open)

- ✦ **MEMBERSHIP REFLECTIVENESS:** At the end of 2021, the State reported that 24,735 People Living with HIV
  - The 1st group impacted with the highest numbers is Blacks at 10,509 or 42.00% representation; the RWPC membership consists of 23 people, of whom 13 are Black with representation at 57.00% reflectiveness.
  - The 2nd group impacted with the next highest numbers is White at 6,522 or 26% representation; the RWPC membership consists of 23 people, of whom 8 are White with representation at 35.00% reflectiveness.
  - The 3rd group impacted with the next highest numbers is Latinx/Hispanic at 6,110 or 24% representation; the RWPC membership consists of 23 people, of whom 2 are Latino/Hispanic with representation at 8.00% reflectiveness.

VI. **Leadership Report:** John Dornheim, Executive, 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 interviews; recruitment.

VII. **Empower Dallas Final Draft Review:** Briefing has been postponed to the Planning Council meeting on May 11, 2022.

**Administrative Agency Report:**

Sonya Hughes, AD RW Grants, made the following announcements:

- The AA has received its contract renewal from the State for HOPWA (\$613,320) and State Services (\$1,457,610).
- The AA is currently awaiting its total award from HRSA. The entire award is projected to be disbursed by June 2022.
- Prism Health North Texas is in the process of acquiring community dental care. They intend to assume all community dental care assets. This request has been sent to purchasing, and the DSHS Office is currently awaiting approval for submission to Commissioners Court.

Wanda Scott, GM, provided the FY 21-22 Part A/State Grants expenditure report:

Dallas County Health and Human Services  
Subrecipient Expenditures (Do not include AA expenditures)  
Monthly Expenditure Report  
Mar-22  
ADMIN Cost SD

Funding Source	Grant Period	Approved Budget	Expended 297	Expended 424	Total Expended	Expended %	Remaining \$	Remaining %
RW Part B	4/1/2021-3/31/2022	\$ 3,190,358.00	\$ 266,094.38	\$ 2,394,849.38	\$ 3,150,629.50	99%	\$ 39,728.50	1%
State Rebate	4/1/2021-3/31/2022	\$ 1,516,671.00	\$ 122,523.40	\$ 1,102,710.56	\$ 1,502,002.78	99%	\$ 14,668.22	1%
COVID-19 CARES Act	4/1/2021-3/31/2022	\$ 12,657.00	\$ 820.92	\$ 7,388.31	\$ 12,657.00	100%	\$ -	0%
State Services	9/1/2021-8/31/2022	\$ 1,526,840.00	\$ 87,997.82	\$ 791,980.39	\$ 961,733.41	63%	\$ 565,106.59	37%
Complete green cells only								

Cumulative Expenses as of April 25, 2022 (HRSA-Part A/MAI)					
	TOTAL AWARD	EXPENSE	%	BALANCE	%
Formula	\$2,126,506.00	\$1,552,063.40	73%	\$574,442.60	27%
Formula - SD **	\$10,155,205.00	\$10,149,460.01	100% **	\$5,744.99	0%
MAI	\$196,767.00	\$158,383.61	80%	\$38,383.39	20%
MAI - SD **	\$1,316,827.00	\$1,316,639.25	100% **	\$187.75	0%
Supplemental - SD **	\$4,661,589.00	\$4,661,587.81	100% **	\$1.19	0%
Formula-Carryover - SD **	\$350,556.00	\$350,555.58	100% **	\$0.42	0%
MAI-Carryover - SD **	\$178,334.00	\$178,334.00	100% **	\$0	0%
Total	\$18,985,784	\$18,367,023.66	97%	\$618,760.34	3%

Carryover-FY2022-23 fiscal year period: March 1, 2022 - February 28, 2023  
Amount will be determined in May 2022.

Cumulative Expenses as of April 25, 2022 (HRSA-Part A COVID)					
FY 20-22	TOTAL AWARD	EXPENSES	%	BALANCE	%
COVID-ADMIN	\$97,086	\$80,302.08	83%	\$16,783.92	17%
COVID-SD	\$873,779	\$872,024.33	100%	\$1,754.67	0%
Total Award	\$970,865.00	\$952,326.41	98%	\$18,538.59	2%

VIII. **Committee Reports:**

- A. Allocations Committee:** James Kleitches, Allocations Chair, reported the Committee met on April 25, 2022. Kristin Athey, HRSA Project Officer, answered questions and concerns regarding the justification for the carryover process. Jasmine Sanders provided the FY 2023 PSRA Resource Projection training.
- B. Needs Assessment Committee:** John Dornheim, Chair, reported the Committee met on April 19, 2022. The committee reviewed the FY 2022 Needs Assessment Strategic Planning process and provided EHE updates.
- C. Planning & Priorities Committee:** John Dornheim, Chair, reported the Committee met on April 20, 2022. Jasmine Sanders, RWPC Planner, provided the Committee with a training presentation reviewing the following as they pertain to the FY 2022 Priority Ranking Process:
  - *Legislative Language as it pertains to the Planning Council*

- *Definition of Priority Setting*
- *The Importance of Priority Setting*
- *Development of Directives*
- *The purpose of the Comprehensive Needs Assessment*
- *Client Utilization Data*
- *Expenditure Data*
- *Ranking Process*
- *FY 2021 Ballot for Core Medical Services*
- *Historical Priority Ranking – Core Medical/ Support Services*
- *FY 2022 Priority Setting Process Ballot – Support Services/ MAI*

**D. Evaluation Committee:** John Dornheim, Chair, reported the Committee met on April 24, 2022. Quorum was not met.

**E. Consumer Council Committee:** John Dornheim, Chair, reported the Committee met on April 28, 2022. Quorum was not met.

IX. **Approval of the RWPC Agenda for May 11, 2022:** Helen Zimba, Vice-Chair, motioned to approve the minutes James Kleitches, Allocations Chair, seconded the motion. The motion passed.

X. **New Business:** None.

XI. **Executive Session:** *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. The Executive committee conducted panel interviews and assigned candidates to the Needs Assessment, CCC, and Evaluation Committee. Recommendations were sent to the Judge's office for Planning Council placement for all three candidates.*

XII. **Adjournment:** Donna Wilson, CCC Chair, made a motion to adjourn. Naomi Green, Allocations Vice-Chair, seconded the motion. The motion passed unanimously. The meeting was adjourned at 3:20 p.m.

Submitted by:

\_\_\_\_\_  
Logane Brazile, RWPC Coordinator

\_\_\_\_\_  
Date

Draft Certified by:

\_\_\_\_\_  
Jasmine Sanders, RWPC Planner

\_\_\_\_\_  
Date

Final Approval by:

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

\_\_\_\_\_  
Date

Due to COVID-19  
Until Further Notice

**NEXT SCHEDULED MEETING**

**Wednesday, June 8, 2022, @ 2:00 p.m.**

Will be held via TELE-Conference

Dallas County Health and Human Services Building