

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

Memorandum

To: Members, Executive Committee

From: RWPC Office of Support

Date: August 31, 2022

Re: RWPC - Executive Committee Meeting Announcement

Please note that there will be an:

Executive Committee Meeting

**Wednesday, September 7, 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, September 6, 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
Anthony Delgiorno, 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, September 7, 2022 - 2:00 p.m.
Executive Committee Meeting**

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|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
| 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 |
| IV. Approve the August 3, 2022, Meeting Minutes | Action Item |
| V. Office of Support Report | RWPC Support Staff |
| • RWPC Membership Representation and Reflectiveness | |
| • Policy and Procedure Review | |
| • November & December 2022 Calendar Updates | |
| • Leadership Recruitment 2023 | |
| • Bylaw Updates | |
| VI. Leadership Report | John Dornheim or Helen Zimba |
| VII. Administrative Agency Report | Sonya Hughes, AA Representative |
| • AA Updates | |
| VIII. Community Solutions Introduction/Presentation | |
| IX. Committee Reports and FY 2021 Deliverables: | |
| A. Planning & Priorities Committee | John Dornheim or Helen Zimba |
| B. Needs Assessment Committee | John Dornheim or Helen Zimba |
| C. Allocations Committee | James Kleitches or Naomi Green |
| ✓ FY 2022 YTD Expenditures Part A, MAI, Part B, State Services, and State Rebate | Discussion Item |
| D. Evaluation Committee | John Dornheim or Helen Zimba |
| E. Consumer Council Committee | Donna Wilson |
| X. Approve the RWPC September 14, 2022, Meeting Agenda | Action Item |
| XI. New Business | |
| XII. Executive Session (CLOSED) | |
| <i>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</i> | |
| XIII. Adjournment | John Dornheim or Helen Zimba |

**Due to COVID-19
Until Further Notice**
NEXT SCHEDULED MEETING
Wednesday, October 5, 2022 2:00 PM
Will be held via TELE-CONFERENCE

EXECUTIVE COMMITTEE MEETING

August 3, 2022

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

MEMBERS PRESENT

Naomi Green	John Dornheim, Chair	James Kleitches
Helen Zimba, Vice-Chair	Donna Wilson	

MEMBERS ABSENT

RWPC STAFF PRESENT

Jasmine Sanders, RWPC Planner	Glenda Blackmon-Johnson, RWPC Manager	Logane Brazile, RWPC Coordinator
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GRANTS MANAGEMENT STAFF PRESENT

Nariah Webster, SFM	Anthony Delgiorno, PM	LeShaun Murphey, AA
Sonya Hughes, AA	Justin Henry, GPM	Jocelyn Rodriguez, PM

OTHERS PRESENT

Kellie Norcott	Sylvester Mayes, HSNT	
Annie Williams, HOPWA	Joni Wysocki, AIN/AHF	
April Angermeier, Community Solutions	Lisa Osterman, Community Solutions	

- I. **Call to Order:** John Dornheim, Vice-Chair, opened the meeting at 2:00 p.m. and called the meeting to order at 2:08 p.m.
- II. **Certification of Quorum:** Quorum was established by John Dornheim, Chair, and certified by Logane Brazile, RWPC Coordinator.
- III. **Introductions/Announcements:** Helen Zimba, RWPC Vice-Chair, reported that the International Women Living in America would be hosting a “Healing Together” program in partnership with Healing Threads, a program for women living with HIV. The program will discuss trauma, isolation, stigma, and accessing HIV services. The program will be held in Dallas over 5 days, Aug 13-18, 2022.
Naomi Green, Allocations Vice-Chair, announced that the LGBTQ Chamber of North Texas is accepting applications for their leadership institute. The program will consist of leadership and advocacy training, as well as lessons regarding the history of the LGBTQ Community. Contact Naomi Green for more information.
John Dornheim, Chair, announced the focus group for non-medical case management would be hosted on August 4, 2022, and include a \$30 gift card incentive for those who participate for the entire 2 hours. Please keep in mind that this focus group is strictly for those who receive non-medical case management services.
- IV. **Approval of July 6, 2022, Minutes:** Naomi Green, Allocations Vice-Chair, motioned to approve the minutes Helen Zimba, Vice-Chair, seconded the motion. The motion passed.
- V. **Office of Support Report:**
RWPC membership, 33 seats in total, 26 seats are filled, and 35% of the membership is non-aligned consumers. Three mandatory seat categories are State Medicare/Medicaid, recently incarcerated, and federally recognized Indian Tribes. The RWC seeks representation of women of Color/Transgender/Youth/Hispanic and Indian Tribe. 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 25 people, of whom 14 are Black with representation at 56.00% reflectiveness.
 - The 2nd group impacted with the next highest numbers is White at 6,522 or 26% representation; the RWPC membership consists of 25 people, of whom 8 are White with representation at 32.00% reflectiveness.
 - The 3rd group impacted with the next highest numbers is Latinx/Hispanic at 6,110 or 24% representation; the RWPC membership consists of 25 people, of whom 3 are Latino/Hispanic with representation at 12.00% reflectiveness.

- The 4th group impacted with the next highest numbers is Asian/ Pacific Islander at 317 or 1% Representation: RWPC membership consists of 26 people of whom 1 are Latino/Hispanic with representation at 3.84% 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 interviews; recruitment.

VII. **Administrative Agency Report:**

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

- Over the past 2 weeks, the AA has been fully immersed in their Part B site visits. Overall, feedback has been satisfactory; however, requests have been made for additional 75/25 rule process detail and 95% fund expenditure assurance measures.
- HRSA is currently seeking feedback regarding developing an official definition for the phrase “quality of life.” The phrase will be incorporated into the FY 2022 Needs Assessment for further exposure and evaluation of the phrase.
- Dallas County Health and Human Services has a Case Manager II position open for the HOPWA program. Forward the application link to those you know who may be interested. For more details, contact Sonya Hughes.
- Monkey Pox information regarding testing and vaccines can be accessed through dialing 972-692-2780.

VIII. **Community Solutions Introduction/Presentation:** Lisa Osterman, Community Solutions, Community Solutions, initiated discussion regarding the Integrated Planning Process, noting that Community Solutions is a consulting firm based out of Indianapolis, IN. Their charge is to co-create change in social conditions for more just and equitable communities. The following topics were overviewed:

- Integrated Plan Project Scope
 1. Assemble Key Data and Information
 2. Form and Engage a Steering Committee
 3. Facilitate the Development of the Integrated Plan
- Steering Committee Responsibilities

IX. **Committee Reports:**

A. Allocations Committee: James Kleitches, Allocations Chair, reported the Committee met on July 25, 2022. Quorum was established. The committee received a report regarding the FY 2022 YTD Expenditures (Part A, MAI, Part B, State Services, and State Rebate).

B. Needs Assessment Committee: Logane Brazile, Office of Support, reported the Committee met on July 19, 2022. Quorum was met. The Office of Support gave the committee a presentation on understanding the status-neutral HIV care continuum and its relation to the FY 2022 Needs Assessment. The following topics were discussed:

Standard HIV Care Continuum

Status Neutral HIV Care Continuum

Implementing the Ending the Epidemic (EHE) Plan and National HIV/AIDS Strategy (NHAS)

Barriers to HIV Testing (to what extent does your community face the following barriers to HIV testing? e.g., public policy, institutional, interpersonal)

Normalizing HIV Testing for Early Diagnosis and Optimal Patient Engagement in Care

Case Studies of HIV Testing Initiatives (TakeMeHome, MyChoices, Summit of Hope)

C. Planning & Priorities Committee: Helen Zimba, reported the Committee met on July 20, 2022. Quorum was met. The Committee received a detailed presentation regarding the CQM process by Michael Hager, Hager Healthcare.

D. Evaluation Committee: Helen Zimba, Vice-Chair, reported the committee met on July 26, 2022. Quorum was met. The committee received a detailed CQM presentation from Jamie Shank, Organizational Empowerment.

E. Consumer Council Committee: Quorum not met.

X. **Approval of the RWPC Agenda for August 10, 2022:** James Kleitches, Allocations Chair, motioned to approve the agenda Donna Wilson, CCC Chair, seconded the motion. The motion passed.

XI. **New Business:** None.

XII. **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.*

XIII. **Adjournment:** James Kleitches, Allocations Chair, made a motion to adjourn. Helen Zimba, Vice- Chair, seconded the motion. The motion passed unanimously. The meeting was adjourned at 2:47 p.m.

Submitted by:

Logane Brazile, RWPC Coordinator

Date

Draft Certified by:

Glenda Blackmon Johnson, RWPC Manager

Date

Final Approval by:

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

Date

Due to COVID-19
Until Further Notice

NEXT SCHEDULED MEETING

Wednesday, September 7, 2022, @ 2:00 p.m.

Will be held via TELE-Conference

Dallas County Health and Human Services Building