

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

Memorandum

To: Members, Executive Committee

From: RWPC Office of Support

Date: September 25, 2024

Re: RWPC - Executive Committee Meeting Announcement

Please note that there will be an:

Executive Committee Meeting

**Wednesday, October 2, 2024, 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 RWPC Office of Support at gblackmonjohnson@dallascounty.org, on or before **Tuesday, October 1, 2024**. 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.dallascounty.org/departments/rwpc/>

cc: Philip Huang, MD, MPH, Director
Dallas County Judge's Office
Sonya M. Hughes, Assistant Director
Justin Henry, Grants Manager - Programmatic
Nariah Webster- 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
Nariah Webster, Senior Monitor - Fiscal
Melody Lee, Fiscal
Marlen Rivera, Fiscal
Tyreece Stephens, Fiscal
Vacant, RWPC Coordinator
Jasmine Sanders, RWPC Planner
Kofi Bissah, ADAP Liaison
Building Security

**1300 W. Mockingbird Lane, Suite 400, Dallas, Texas 75247
214 819-1857 Telephone**

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, October 2, 2024 - 2:00 p.m.
Executive Committee Meeting**

- | | |
|---|---|
| I. Call to Order | Helen Zimba, RWPC Chair or John Dornheim/Naomi Green, RWPC Vice-Chair |
| II. Certification of Quorum | Helen Zimba, RWPC Chair or John Dornheim/Naomi Green, RWPC Vice-Chair |
| III. Introductions/Announcements | Helen Zimba, RWPC Chair or John Dornheim/Naomi Green, RWPC Vice-Chair |
| IV. Approve the September 4, 2024, Meeting Minutes | Action Item |
| V. Administrative Agency Report | Sonya Hughes, AA Representative |
| <ul style="list-style-type: none">• AA Updates/2024-2025 Allocation/Expenditures• CQM Updates | |
| VI. Committee Reports: | |
| A. Planning & Priorities Committee | Helen Zimba, RWPC Chair or John Dornheim, RWPC Vice-Chair |
| B. Needs Assessment Committee | Lionel Hillard, Chair or John Dornheim, Vice-Chair |
| C. Allocations Committee | Corey Strickland, Chair or Naomi Green, Vice-Chair |
| Recommendations for review and approval to forward to the RWPC: | |
| 📌 Review & approve to forward FY 2025 Part B Formula Dallas/Sherman HSDAs & State Services Allocations to RWPC | |
| | Action Item |
| D. Evaluation Committee | Helen Zimba, RWPC Chair or John Dornheim, RWPC Vice-Chair |
| E. Consumer Council Committee | Donna Wilson, Chair |
| VII. Approve the Ryan White Planning Council 10.9.24 Agenda | Action Item |
| VIII. New Business | |
| IX. 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 Interviews (0)</i> | |
| X. Adjournment | Helen Zimba, RWPC Chair or John Dornheim/Naomi Green, RWPC Vice-Chair |

Until Further Notice

Will be held Virtually

NEXT SCHEDULED MEETING

Wednesday, November 6, 2024, 2:00 PM

EXECUTIVE COMMITTEE MEETING

September 4, 2024

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

MEMBERS PRESENT

Naomi Green, Vice Chair
John Dornheim, Vice Chair

Corey Strickland, AC Chair

Donna Wilson, CCC Chair

MEMBERS ABSENT

Helen Zimba, Chair

Lionel Hillard, NA Chair

RWPC STAFF PRESENT

Glenda Blackmon-Johnson, RWPC Manager

GRANTS MANAGEMENT STAFF

Nariah Webster, AA
Melody Lee, AA

Marlen Rivera, AA
Cabrina Regal, SC

Justin Henry, AA
Oscar Salinas, AA
Kevin Chadwin Davis, AA

OTHERS PRESENT

Lauren Trimble, DCHHS
Crystal Curtis, PHHS
Kristin Woods- PHHS

Joni Wysocki, AIN/AHF
Miranda Grant, EHE
Annie Williams, HOPWA

Charlot Mai, Blaq Linq
T'Andria Tucker, Parkland

- I. **Call to Order:** John Dornheim, RWPC Vice Chair, opened the meeting at 2:00 pm with announcements and housekeeping rules for the GoToMeeting platform; and called the meeting to order at 2:05 p.m.
- II. **Certification of Quorum:** Quorum was established by John Dornheim, RWPC Vice Chair, and certified by Glenda Blackmon Johnson, Office of Support.
- III. **Introductions/Announcements:** John Dornheim, RWPC Vice Chair, announced a call for FY 2025 Leadership Applications for interested parties.
- IV. **Approve August 7, 2024, Meeting Minutes:** Donna Wilson CCC Chair motioned to approve the minutes. Corey Strickland, Allocations Chair, seconded the motion. The motion passed unanimously.
- V. **Administrative Agency Report:**
 - a. Justin Henry, AA announced that the FY 2025 Request for Proposal has been briefed and approved in Commissioner's Court. And interested parties need to register with Dallas County if they have not done so.
 - b. Nariah Webster, Fiscal Program Monitor provided an update regarding Expenditures.

Fiscal Updates 9.4.24

1. Expenditure Report: Fiscal Updates

1. Expenditure Report:

Award Amount: HRSA & DSHS.

Part A Formula, Supplemental, MAI, - 03/2024 thru 02/2025 (6 months of Expenses).

TOTAL AWARD	EXPENSE	%	BALANCE	%
\$21,309,543.00	\$5,934,806.25	28%	\$15,374,736.75	72%

DSHS Part B- 04/2024 thru 03/2025 (5 months of Expenses)

TOTAL AWARD	EXPENSE	%	BALANCE	%
\$3,899,385	\$739,808.49	10%	\$738,078.96	90%

DSHS State Services - 09/01/2023 thru 08/31/2024 (12 months of Expenses)

TOTAL AWARD	EXPENSE	%	BALANCE	%
\$2,804,335.00	2,460,840.83	88%	\$343,494.17	12%

State Services Final Invoice

An email notification went out to sub-recipients on August 29, 2024. State Services grant for the Fiscal Year 2023-2024 expires August 31, 2024. Final invoices for State Services will be due by 4:00 pm on Friday, September 13, 2024.

Analysis over 3 years of Awards Part A, Part B, and State Services

DCHHS - GRANTS DIVISION

Analysis for Part A Award

Grant Name	Years					
Part A Award	2022-2023		2023-2024		2024-2025	
Awarded Allocation Change	\$20,227,484.00	7%	\$20,971,419.00	-4%	\$21,309,543.00	2%
Expended	\$19,779,583.00	97.79%	\$20,612,006.00	98.29%	\$	- 0.00%
Remaining Balance	\$ 447,901.00	2.21%	\$ 359,413.00	1.71%	\$	- 0.00%

DCHHS - GRANTS DIVISION

Analysis for Part B Award

Grant Name	Years					
Part B Award	2022-2023		2023-2024		2024-2025	
Awarded Allocation Change	\$ 5,258,715.00	-1%	\$ 4,287,250.00	-18%	\$ 3,899,385.00	-9%
Expended	\$ 5,023,135.19	95.52%	\$ 4,197,478.48	97.91%	\$	- 0.00%
Remaining Balance	\$ 235,579.81	4.48%	\$ 89,771.52	2.09%	\$	- 0.00%

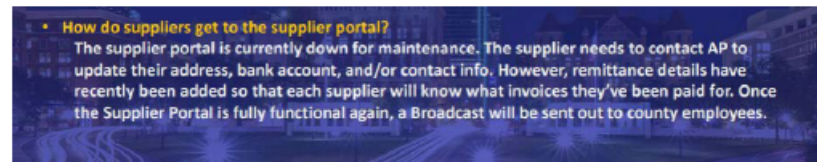
DCHHS - GRANTS DIVISION

Analysis for State Services

Grant Name	Years					
STATE SERVICES	2022-2023		2023-2024		2024-2025	
Awarded Allocation Change	\$ 1,457,610.00	-5%	\$ 2,804,335.00	92%	\$ 2,575,709.00	-8%
Expended	\$ 1,455,560.80	99.86%	\$ 2,190,434.01	78.11%	\$	- 0.00%
Remaining Balance	\$ 2,049.20	0.14%	\$ 613,900.99	21.89%	\$	- 0.00%

Supplier Portal for Oracle Fusion – Work in Progress

Recently Dallas County has announced that the Supplier Portal is now back up and working for Suppliers to be able to access. They implemented a new security feature called Octa in which all suppliers will now have to create an account in Octa and login in first to get access to the supplier portal. The implementation of this new process is still ongoing and AP is continuing to work with Suppliers to be added in the new system.



- c. Oscar Salinas announced Clinical Quality Management updates...the stakeholder evaluation experience surveys has been launched to subrecipients. Data is being collected and will be used to conduct improvements. Two focus groups are forthcoming to obtain feedback. World AIDS Day project planning is underway.

VI. Committee Reports:

- Planning & Priorities Committee:** The Committee did not meet in August 2024
- Needs Assessment Committee:** The Committee did not meet in August 2024
- Allocations Committee:** Corey Strickland, Allocation Committee Chair, announced that the committee met on August 26, 2024; a quorum was established. The committee received announcements; and administrative agency representative discussed the status of the HOPWA's Rental Assistance Program. The committee conducted its review, discussed the meeting agenda, and voted to approve the action items which included the previous month meeting minutes and the vote to forward the Fiscal Year 2024 Reallocation of Part A and Part B Funds; and Fiscal Year 2025 Part A/MAI Allocation Recommendations to the Ryan White Planning Council. *Corey Strickland, Allocation Chair, announced that the motion to approve the: Fiscal Year 2024 Reallocation of Part A and Part B Funds; and Fiscal Year 2025 Part A/MAI Allocation Recommendations comes out of the allocation committee to approve and forward the Recommendations to the RWPC; Do I hear a second? Donna Wilson second the motion; and asked if there was any discussion? And requested members to note Aye, Nay or Abstention in the chat box. The motion passed with 1 abstention.*

FY 2024-2025 Ryan White Part A Formula

FY 2024 RANK	Service Category	FY 2024-25 % Allocated Service Awards	FY 2023-24 Amend No. Service Allocation Awards	FY 2024-25 Total Returned Funds	FY 2024-25 Total Requested for Increase	FY 2024-25 Approve/Deny Base on Need	FY 2024-25 Revised % Allocated	FY 2024-25 Revised Award #1
	Core Medical							
1	Outpatient/Ambulatory Medical Care	36.31%	\$3,952,837				36.31%	\$3,952,837
2	Oral Health Care	11.80%	\$1,284,534				11.80%	\$1,284,534
3	Medical Case Management	6.90%	\$751,243				6.90%	\$751,243
4	Mental Health Services	2.37%	\$258,043	\$29,844			2.10%	\$228,199
5	AIDS Pharmaceutical Assistance	7.79%	\$848,142		\$41,386.00		8.17%	\$889,528
6	Early Intervention Services	0.00%	\$0				0.00%	\$0
7	Health Ins Cost Sharing Assistance	10.14%	\$1,103,822	\$25,317.00			9.91%	\$1,078,505
8	Substance Abuse Outpatient Care	0.71%	\$77,301				0.71%	\$77,301
9	Home and Community Based HS	0.00%	\$0				0.00%	\$0
10	Home Health Care	0.00%	\$0				0.00%	\$0
11	Medical Nutrition Therapy	0.00%	\$0				0.00%	\$0
12	Hospice Services	0.00%	\$0				0.00%	\$0
	Subtotal (Core)	76%	\$8,275,922	\$55,161	\$41,386		76%	\$8,262,147
	Support Services							
1	Food Bank/Home Delivered Meals	4.19%	\$455,749				4.19%	\$455,749
2	Case Management (non-medical)	7.07%	\$769,691	\$30,000	\$30,000		7.07%	\$769,691
3	Medical Transportation	6.96%	\$757,635	\$8,439.00			6.88%	\$749,196
4	Outreach Services	0.36%	\$39,255				0.36%	\$39,255
5	Housing-based Case Management	0.00%	\$0				0.00%	\$0
6	Emergency Financial Assistance	0.00%	\$0				0.00%	\$0
7	Housing Services	2.38%	\$259,424				2.38%	\$259,424
9	Legal Services/Other Prof Services	1.15%	\$125,510				1.15%	\$125,510
10	Health Education / Risk Reduction	0.00%	\$0				0.00%	\$0
11	Day Respite Care for Children/Youth	0.00%	\$0				0.00%	\$0
12	Respite Care	0.03%	\$3,206				0.03%	\$3,206
13	Child Care Services	0.00%	\$0				0.00%	\$0
14	Linguistic Services	0.05%	\$5,449				0.05%	\$5,449
15	Referral for Healthcare	1.80%	\$195,737	\$18,190.00	\$40,404.00		2.00%	\$217,951
	Subtotal (Support)	23.99%	\$2,611,656	\$56,629	\$70,404		24.11%	\$2,625,431
	Total Obligated for Service Delivery	100%	\$10,887,578					\$10,887,578
	ADMIN. Adjust.							
	CQM							
	AA							
	PB/PC							
	Total Available for Reallocation			\$111,790	\$111,790		100.00%	\$10,887,578

Funding	Core Services	Supportive Services	75/25 Rule %
Part A Formula	\$8,262,147	\$2,625,431	76.48%
Part A Supplemental	\$4,418,149	\$1,393,956	23.52%
Part A MAI	\$1,184,917	\$244,237	
Cumulative Part A Total:	\$13,865,213.00	\$4,263,624	100%

Allocation Committee Chair, or Corey Strickland	Vice Chair, Naomi Green	Date
Executive Committee Chair, or Vice Chair, John Helen Zimba Donheim		Date
RWPC Chair, Helen Zimba	or Vice Chair, John Donheim	Date

Statement of Conflict: Conflicted members are those providing services in the following categories: All funded providers.

FY 2024-2025 Ryan White Part A Supplemental

FY 2024 RANK	Service Category	FY 2024-25 Initial % Allocated	FY 2023-24 Amend No. Service Allocation Awards	FY 2024-25 Total Returned Funds	FY 2024-25 Total Requested for Increase	FY 2024-25 Approve/Deny Base on Need	FY 2024-25 Revised % Allocated	FY 2024-25 Revised Award #1
	Core Medical							
1	Outpatient/Ambulatory Medical Care	36.31%	\$2,110,162				36.31%	\$2,110,162
2	Oral Health Care	11.80%	\$685,829				11.80%	\$685,829
3	Medical Case Management	6.90%	\$401,035	\$21,281			6.93%	\$379,754
4	Mental Health Services	2.37%	\$137,747				2.37%	\$137,747
5	AIDS Pharmaceutical Assistance	7.79%	\$452,763		\$21,281		8.16%	\$474,044
6	Early Intervention Services	0.00%					0.00%	\$0
7	Health Ins Cost Sharing Assistance	10.14%	\$589,347				10.14%	\$589,347
8	Substance Abuse Outpatient Care	0.71%	\$41,266				0.71%	\$41,266
9	Home and Community Based HS	0.00%	\$0				0.00%	\$0
10	Home Health Care	0.00%	\$0				0.00%	\$0
11	Medical Nutrition Therapy	0.00%	\$0				0.00%	\$0
12	Hospice Services	0.00%	\$0				0.00%	\$0
	Subtotal (Core)	76.02%	\$4,418,149	\$21,281	\$21,281		76.02%	\$4,418,149
	Support Services							
1	Food Bank/Home Delivered Meals	4.19%	\$243,294				4.19%	\$243,294
2	Case Management (non-medical)	7.07%	\$410,857				7.07%	\$410,857
3	Medical Transportation	6.96%	\$404,581				6.96%	\$404,581
4	Outreach Services	0.36%	\$20,982				0.36%	\$20,982
5	Housing-based Case Management	0.00%					0.00%	\$0
6	Emergency Financial Assistance	0.00%					0.00%	\$0
7	Housing Services	2.38%	\$138,386				2.38%	\$138,386
9	Legal Services/Other Prof Svcs	1.15%	\$66,898				1.15%	\$66,898
10	Health Education / Risk Reduction	0.00%	\$0				0.00%	\$0
11	Day Respite Care for Children/Youth	0.00%	\$0				0.00%	\$0
12	Respite Care	0.03%	\$1,686				0.03%	\$1,686
13	Child Care Services	0.00%	\$0				0.00%	\$0
14	Linguistic Services	0.05%	\$2,906				0.05%	\$2,906
15	Referral for Healthcare	1.80%	\$104,366				1.80%	\$104,366
	Subtotal (Support)	23.98%	\$1,393,956	\$0	\$0		23.98%	\$1,393,956
	Total Obligated for Service Delivery		\$5,812,105					\$5,812,105
	ADMIN, Adjust,							
	CQM							
	AA							
	PB/PC							
	Total Available for Reallocation	100.00%	\$5,812,105	\$21,281	\$21,281		100.00%	\$5,812,105

Funding	Core Services	Supportive Services	75/25 Rule %
Part A Formula	\$8,262,147	\$2,625,431	76.48%
Part A Supplemental	\$4,418,149	\$1,393,956	23.52%
Part A MAI	\$1,184,917	\$244,237	
Cumulative Part A Total:	\$13,865,213.00	\$4,263,624	100%

Allocation Committee Chair, Corey Strickland	or Vice Chair, Naomi Green	_____	Date
Executive Committee Chair, Helen Zimba	or Vice Chair, John Dunheim	_____	Date
RWPC Chair, Helen Zimba	or Vice Chair, John Dunheim	_____	Date

Statement of Conflict: Conflicted members are those providing services in the following categories: All funded providers.

FY 2024-2025 Ryan White Part B Formula Sherman-Denison

FY 2024 RANK	Service Category	FY 2024-25 New % Allocated	FY 2024-25 Amend No. Service Allocation Awards	FY 2024-25 Total Returned Part B Funds	FY 2024-25 Total Requested for Increase Per Service Category	FY 2024-25 Approve/Deny Base on Need	FY 2024-25 Revised % Allocated	FY 2024-25 Revised Award #1
	Core Medical							
1	Outpatient/Ambulatory Medical Care	19.13%	\$43,411.00				19.13%	\$ 43,411.00
2	Oral Health Care	6.69%	\$15,186.00				6.69%	\$ 15,186.00
3	Medical Case Management	17.82%	\$40,436.00				17.82%	\$ 40,436.00
4	Mental Health Services	1.97%	\$4,470.00				1.97%	\$ 4,470.00
5	AIDS Pharmaceutical Assistance	4.51%	\$10,241.00	\$4,916.00			2.35%	\$ 5,325.00
6	Early Intervention Services						0.00%	\$ -
7	Health Ins Cost Sharing Assistance	15.92%	\$36,321.00		\$2,500.00		17.02%	\$ 38,621.00
8	Substance Abuse Outpatient Care	0.05%	\$113.00	\$55.00			0.03%	\$ 58.00
9	Home and Community Based HS							\$ -
10	Home Health Care							\$ -
11	Medical Nutrition Therapy							\$ -
12	Hospice Services							\$ -
	Subtotal (Core)	66.09%	\$149,978.00	\$ 4,971.00	\$ 2,500.00		65.00%	\$147,507.0
	Support Services							
1	Food Bank/Home Delivered Meals	4.49%	\$10,193.00				4.49%	\$ 10,193.00
2	Case Management (non-medical)	7.13%	\$16,168.00				7.13%	\$ 16,168.00
3	Medical Transportation	22.29%	\$50,580.00		\$2,471.00		23.38%	\$ 53,051.00
4	Outreach Services							\$ -
5	Housing-based Case Management							\$ -
6	Emergency Financial Assistance							\$ -
7	Housing Services							\$ -
9	Legal Services/Other Prof Services							\$ -
10	Health Education / Risk Reduction							\$ -
11	Day Respite Care for Children/Youth							\$ -
12	Respite Care							\$ -
13	Child Care Services							\$ -
14	Linguistic Services							\$ -
15	Referral for Healthcare							\$ -
	Subtotal (Support)	33.91%	\$76,941.00	\$ -	\$ 2,471.00		35.00%	\$ 79,412.00
	Total Obligated for Service Delivery		\$226,919.00				100.00%	\$226,919.00
	ADMIN. Total							
	Core Services							
	Support Services							
	Total Available for Reallocation	100%	\$226,919.00	\$4,971.00	\$4,971.00			

Service Category	Total	75/25 Rule %	
Core Services	\$147,507.00	65.00%	
Support Services	\$79,412.00	35.00%	
Total	\$226,919.00	100%	

Allocation Committee Chair, or Vice Chair, Naomi Green

Date

Executive Committee Chair, or Vice Chair, John Dornheim

Date

RWPC Chair, Helen Zimba or Vice Chair, John Dornheim

Date

Statement of Conflicts: Conflicted members are those providing services in the following category: All funded providers.

IX. **Executive Session:** NA

- X. **Adjournment:** John Dornheim, RWPC Vice Chair, called for motion to adjourn. Donna Wilson, CC Chair, made the motion to adjourn. Corey Strickland, Allocations Chair second the motion. The meeting was adjourned at 3:40 PM.

Submitted by:

Glenda Blackmon Johnson

Office of Support

Date

Draft Certified by:

Glenda Blackmon Johnson

Glenda Blackmon Johnson, RWPC Manager

Date

Final Approval by:

Helen Zimba, RWPC Chair

John Dornheim RWPC Vice-Chair

Naomi Green, RWPC Vice-Chair

Date

Until Further Notice

NEXT SCHEDULED MEETING

Wednesday, October 2, 2024, @ 2:00 p.m.

Will be held via Virtual Platform

Dallas County Health and Human Services