

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

Memorandum

To: Members, Executive Committee

From: RWPC Office of Support

Date: June 26, 2024

Re: RWPC - Executive Committee Meeting Announcement

Please note that there will be an:

Executive Committee Meeting
Wednesday, July 3, 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, July 2, 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
Vacant- 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

**2377 N. Stemmons Freeway, Suite 200, Dallas, Texas 75207
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, July 3, 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 June 5, 2024, Meeting Minutes | Action Item |
| V. Administrative Agency Report | Sonya Hughes, AA Representative |
| • 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 |
| ✚ Approve and Forward FY 2025 Priority Core Medical and Support Service Rankings | Action Item |
| B. Needs Assessment Committee (DNM) | Lionel Hillard, Chair or John Dornheim, Vice-Chair |
| C. Allocations Committee | Corey Strickland, Chair or Naomi Green, Vice-Chair |
| D. Evaluation Committee | Helen Zimba, RWPC Chair or John Dornheim, RWPC Vice-Chair |
| E. Consumer Council Committee | Donna Wilson, Chair |
| VII. New Business | |
| VIII. 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 (1)</i> | |
| IX. Adjournment | Helen Zimba, RWPC Chair or John Dornheim/Naomi Green, RWPC Vice-Chair |

Until Further Notice

Will be held Virtually

NEXT SCHEDULED MEETING

Wednesday, August 7, 2024, 2:00 PM

EXECUTIVE COMMITTEE MEETING
June 5, 2024

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

MEMBERS PRESENT

Donna Wilson John Dornheim	Helen Zimba	Lionel Hillard
-------------------------------	-------------	----------------

MEMBERS ABSENT

Corey Strickland		Naomi Green
------------------	--	-------------

RWPC STAFF PRESENT

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

GRANTS MANAGEMENT STAFF

Sonya Hughes, AD Lauren Trimble, Judge's Office Wanda Scott, AA	Tyrece Stephens Justin Henry, AA Marlen Rivera, AA	Nariah Webster, AA Oscar Salinas, AA Kevin Chadwin Davis, AA
---	--	--

OTHERS PRESENT

Kristin Woods-Parkland Kevin D. Robertson Simran Waraich	Jason Thompson Joni Wysocki, AIN/AHF Miranda Grant	Traswell Livingston, ASD T'Andria Tucker, Parkland TeQuan Penny
--	--	---

- I. **Call to Order:** Helen Zimba, RWPC Chair, called the meeting to order at 2:00 p.m.
- II. **Certification of Quorum:** Quorum was established by Helen Zimba, RWPC Chair, and certified by Glenda Blackmon Johnson, Office of Support.
- III. **Introductions/Announcements:** Helen Zimba, RWPC Chair, made the following announcements:
 - Get Tested Grab a Bite event will be held on June 29, 2024, from 3-7 p.m. The Afiya Center is seeking vendors for the event, contact Helen Zimba or Donna Wilson for more information.
 - Lionel Hillard announced focus group and need assessment collaboration with Abounding Prosperity.
 - John Dornheim announced, June 5, 2024, is Long Term Survivors Day.
 - Joni Wysocki announced that Hosea Crowell, a great community advocate and a wonderful person, passed away on Friday, May 24, 2024, and Funeral Services will be held in Florida on June 9, 2024.
- IV. **Approval of May 1, 2024, Minutes:** John Dornheim, Vice Chair, motioned to approve the minutes. Lionel Hillard, Needs Assessment Chair, seconded the motion. The motion passed unanimously.
- V. **Office of Support Report:**

RWPC membership, 33 seats in total, 26 seats are filled, and 31% 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 tribes. Discussed the standing committee seat status.

 1. Allocation Committee (15 seats): 9 members (6 seats open)
 2. Evaluation Committee (15 seats): 8 members (7 seats open)
 3. Planning & Priorities Committee (15 seats): 13 members (2 seats open)
 4. Consumer Council Committee (20 seats): 14 members (6 seats open)
 5. Needs Assessment Committee (25 seats): 20 members (5 seats open)
- ✚ **MEMBERSHIP REFLECTIVENESS:** At the end of 2022, the State reported that 26,829 People Living with HIV
 - The 1st group impacted with the highest numbers is Black at 11,417 or 42.55% representation; the RWPC membership consists of 26 people, of whom 17 are Black with representation at 65.00% reflectiveness.

- The 2nd group impacted with the next highest numbers is Latinx/Hispanic at 7,036 or 26.23% representation; the RWPC membership consists of 26 people, of whom 2 are Latino/Hispanic with representation at 8.00% reflectiveness.
- The 3rd group impacted with the next highest numbers is White at 6,500 or 24.23% representation; the RWPC membership consists of 26 people, of whom 5 are White with representation at 19.00% reflectiveness.
- The 4th group impacted with the following highest numbers is Asian/ Pacific Islander at 354 or *less than 2%* Representation: RWPC membership consists of 26 people, of whom 2 is Asian/ Pacific Islander with representation at 8.00% reflectiveness.

VI. **Leadership Report:** Helen Zimba, Chair, detailed the meeting platform etiquette, and general announcements were made regarding access to the 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. Dallas County is providing the latest COVID-19 vaccinations for individuals without insurance.

VII. **Administrative Agency Report:**

Fiscal: Wanda Scott, AA, provided the following expenditure report:

Fiscal Updates 5.1.24

1. Expenditure Report: Award Amount: HRSA & DSHS.

Final FY 23-24 Part A Formula, Supplemental, MAI, and Carryover (Formula & MAI) - 03/2023 thru 02/2024 (12 months of Expenses).

TOTAL AWARD	EXPENSE	%	BALANCE	%
\$20,564,468.00	\$20,205,055	98%	\$359,413	2%

Final FY 23-24 Part A Formula and MAI Carryover Funds – 03/2023 thru 02/2024 (12 months of Expenses)

TOTAL AWARD	EXPENSE	%	BALANCE	%
\$406,951	\$406,951	100%	\$0	0%

Final FY 23-24 DSHS Part B – 04/2023 thru 03/2024 (12 months of Expenses)

TOTAL AWARD	EXPENSE	%	BALANCE	%
\$3,605,697.00	\$3,564,562.96	99%	\$41,134.04	1%

Final FY 23-24 DSHS State Rebate– 04/2023 thru 03/2024 (12 months of Expenses)

TOTAL AWARD	EXPENSE	%	BALANCE	%
\$681,553.00	\$634,138.54	93%	\$47,414.46	7%

DSHS State Services – 09/01/2023 thru 08/31/2024 (8 month of Expenses)

TOTAL AWARD	EXPENSE	%	BALANCE	%
\$2,804,335.00	\$2,133,291.79	76%	\$671,043.21	24%

FY 24-25 Part A Formula and MAI

Part A Formula, MAI, (Formula & MAI) - 03/2024 thru 02/2025 (3 months of Expenses)

TOTAL AWARD	EXPENSE	%	Balance	%
\$6,083,217	\$2,130,319.11	35%	\$3,952,897.89	65%

DSHS Part B – 04/2024 thru 03/2025 (2 months of Expenses)

TOTAL AWARD	EXPENSE	%	BALANCE	%
-------------	---------	---	---------	---

\$3,899,385	\$193,850	5%	\$3,705,535	95%
-------------	-----------	----	-------------	-----

2nd NOA HRSA

1. Dallas County Commissioners Court pending review of the 2nd FY 2024-2025 awards Part A Formula/Supplemental/MAI NOA and sub-recipients allocations on Tuesday, June 18, 2023. Dallas EMA sub-recipients will received contract extensions through DocuSign on June 18, 2024.

Partial Awards - \$6,083,216.00
 2nd Awards - \$14,867,176.00

Total Awards \$20,950,392.00

*FY 2024-25 Part A awards was \$385,924.00 more than the 2023-24 fiscal year. The additional funds will increase once we receive our Carryover funds. Unobligated funds for the 2023-24 year in the amount of \$359,413.00 will be submitted to HRSA for prior approval of this year Carryover Funds.

Analysis of Awards 3 year

DCHHS - GRANTS DIVISION
 Analysis for Part A Award

Grant Name	Years					
	2022-2023		2023-2024		2024-2025	
Part A Award						
Awarded Allocation Change	\$20,227,484.00	7%	\$20,971,419.00	4%	\$21,309,805.00	2%
Expended	\$19,779,583.00	97.79%	\$16,810,312.07	80.16%	\$ -	0.00%
Remaining Balance	\$ 447,901.00	2.21%	\$ 4,161,106.93	19.84%	\$ -	0.00%

2nd Award Est. Carryover

DCHHS - GRANTS DIVISION
 Analysis for Part B Award

Grant Name	Years					
	2022-2023		2023-2024		2024-2025	
Part B Award						
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%	\$ 4,063,787.11	94.79%	\$ -	0.00%
Remaining Balance	\$ 235,579.81	4.48%	\$ 223,462.89	5.21%	\$ -	0.00%

Still Under Review

DCHHS - GRANTS DIVISION
 Analysis for State Services

Grant Name	Years					
	2022-2023		2023-2024		2024-2025	
STATE SERVICES						
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%	\$1,417,830.43	50.56%	\$ -	0.00%
Remaining Balance	\$ 2,049.20	0.14%	\$1,386,504.57	49.44%	\$ -	0.00%

Supplier Portal for Oracle Fusion – Temporarily Down An email notification went out to sub-recipients on December 18, 2023, the Supplier Portal for Oracle Fusion temporarily down and being reviewed by the Auditor’s Office with a possible reopen by the end of May 2024. The GMD-Fiscal Unit has offered to provide assistance for reimbursement reconciliation of invoice billings.

• **How do suppliers get to the supplier portal?**
 The supplier portal is currently down for maintenance. The supplier needs to contact AP to update their address, bank account, and/or contact info. However, remittance details have recently been added so that each supplier will know what invoices they’ve been paid for. Once the Supplier Portal is fully functional again, a Broadcast will be sent out to county employees.

CQM: Oscar Salinas, CQM, reported data from E2Dallas which showed the total clients services. The information shows 11,000 clients received services in 2023; 50% of clients received medical care. 25% of clients utilized mental health services.

GRANT MANAGEMENT: Justin Henry, Grants Manager, reported that Standards of Care revisions for Core Executive Committee Meeting 6.5.2024.

medical and support services are undergoing the review process for the State. Stakeholders are encouraged to make recommendations to the State for changes by June 14, 2024. The first category was Local Pharmaceutical Assistance, and the second category was Medical Case Management. He reported that several vaccines which are highly recommended for people living with HIV, were removed from the formulary. The State granted funding to address the gap created by the vaccine removal.

VIII. **Committee Reports:**

A. **Allocations Committee:** The Committee did not meet.

B. **Needs Assessment Committee:** The Committee met on May 21, 2024, but did not establish a quorum.

C. **Planning & Priorities Committee:** The Committee met on May 15, 2024; established quorum. Jasmine Sanders, Office of Support, presented a PowerPoint slide show presentation regarding Resource Allocation, Client Utilization and Expenditure Data; information to use to make decisions for Service Priority and the Resource Allocation process.

D. **Consumer Council Committee:** The Committee meet.

E. **Evaluation Committee:** The Committee did not meet.

IX. **Approval of the RWPC Agenda for June 12, 2024:** John Dornheim, RWPC Vice Chair, motioned to approve the minutes. Lionel Hillard, Needs Assessment Chair, seconded the motion. The motion passed unanimously.

X. **New Business:** Kevin Chadwin Davis requested to present at the Planning Council’s July 10, 2024 meeting.

XI. **Executive Session:** *For purposes permitted by Chapter 551, Open Meetings, Texas Government Code, Section 551.074, Two candidates interviewed in the Executive session was appointed to the Evaluation and Planning and Priority Committees and recommended by the Executive Committee to the Judge's office for appointment to the Planning Council committee.*

XII. **Adjournment:** John Dornheim, RWPC Vice Chair, motioned for the approval of the agenda. Corey Strickland, Allocations Chair, seconded the motion. The meeting was adjourned at 3:14 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

Due to COVID-19
Until Further Notice

NEXT SCHEDULED MEETING

Wednesday, July 3, 2024, @ 2:00 p.m.

Will be held via TELE-Conference

Dallas County Health and Human Services