

Ryan White Planning Council of the Dallas Area
Office of Support

Memorandum

To: Members and Liaisons, Needs Assessment
Committee

From: RWPC Support Staff

Date: August 10, 2020

Re: Meeting Announcement

Please note that there will be a:

Needs Assessment Committee Meeting
Tuesday, September 15, 2020 2:00 p.m.
Please join from your computer, tablet or smartphone.
[Teleconference/gotomeeting.com](https://www.gotomeeting.com)
Dallas, Texas 75207

Attached, please find the meeting packet for your review.

If you are unable to attend this meeting, please notify the RWPC Office of Support at (214) 819-1857 or (gblackmonjohnson@dallascounty.org), on or before Monday, September 14, 2020. Otherwise, we look forward to seeing you at the next meeting.

cc: Philip Huang, MD, MPH, Director
Dallas County Judge's Office
Sonya M. Hughes, Assistant Director
Vacant, Grants Management Officer
Wanda Scott, Grants Manager
Glenda Blackmon-Johnson, RWPC Manager
Oscar Salinas, Quality Assurance Administrator
Carla Jackson, Program Monitor
David Kim, Program Monitor
Angela Jones, Quality Assurance Advisor
Regina Waits, Health Advisor
Justin M. Henry, RWPC Health Planner
Annie Sawyer-Williams, RWPC Coordinator
Building Security

NEEDS ASSESSMENT COMMITTEE

Charge: *To oversee the development and implementation of the needs assessment process to identify the needs, barriers to care, and gaps in service in the HIV community and develop a comprehensive plan in line with the priority goals of the Ryan White Planning Council.*

AGENDA

September 15, 2020

2:00 p.m.

- | | |
|--|-----------------------------------|
| I. Call to Order | Christopher Webb or Karin Petties |
| II. Certification of Quorum | Christopher Webb or Karin Petties |
| III. Introductions/Announcements | Christopher Webb or Karin Petties |
| IV. Approval of the August 18, 2020 Minutes | Action Item |
| V. Office of Support Report | |
| • RWPC Membership Representation and Reflectiveness | Discussion Item |
| VI. Consumer Leadership Workshop Recommendation to CCC | Discussion Item |
| VII. Evaluation Committee Collaboration | Discussion Item |
| VIII. Reducing Stigma | Discussion Item |
| IX. Community Conversations – Next Steps | Discussion Item |
| X. New Business | |
| XI. Adjournment | Christopher Webb or Karin Petties |

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

NEXT SCHEDULED MEETING

Tuesday, October 20, 2020 2:00 PM

Will be held via TELE-CONFERENCE

Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX 75207

recommendations back to the next committee meeting for further discussion and to discuss ways to incorporate modifications to the chart. It was suggested to seek participants from Prism Health's Trans-clinic which has recently opened. It was suggested to incorporate COVID-19 recommendations as applicable to the Chart.

- VII. Consumer Leadership Workshop Recommendation to CCC:** Karin Petties, vice chair briefed everyone regarding Houston's the Project LEAP (Learning, Empowerment, Advocacy, and Participation) LEAP program. The curriculum addresses Stigma and there are Took-Kits from AETC for consideration. The committee discussed partnering with the Consumer Council Committee to have ongoing consumer training and conducting forums. She indicated that she will reach out to the program contact for more information.
- VIII. Evaluation Committee Collaboration:** The floor was opened to Pam Green, chair of the evaluation committee, who provided an overview of the evaluation committee's charge and meeting topics. She reported that members have optioned to reach out to the quality management committee to collaborate; she reported that Oscar has participated with several meetings to provide information regarding the qualitative and quantitative data collection and information. The group sought entry level material with which they could build a questionnaire that could go out to all individuals Ryan White and non-Ryan White service recipients and participants. Pam challenged members to think outside the box to determine how to best to improve service and see results.
- IX. Reducing Stigma:** Helen Turner reported that she has been reviewing data as well as performing work with several programs: Living-Out-Loud with Helen Zimba at the AFIYA Center; Texas Black Women's Initiative; Jesse Carter with the Texas Syndicate will host an event on the 24th about social media to include White Papers; she mentioned the GLAD Survey project. Helen mentioned that her work efforts incorporate responsibilities related to Fast Tract Cities, Ending the Epidemic and Texas Syndicate she encouraged everyone to think on the alignment of all the efforts. The group engaged in a lengthy discussion regarding a look a viral loads; it was suggested to try to get questions into any surveys administered by CQM Survey and through MOUs with vision care companies and schools.
- X. Community Conversations – Next Steps:** The chair indicated that the committee is not prepared to address the topics. *African American Women; Transgender.*
- XI. New Business:** Considerations to ask Sonya Hughes to speak to Michael Hager about conducting training for the RWPC. Michael Hager, Hager Health, LLC, a consultant with the Administrative Agency hired to help build capacity.
- XII. Adjournment:** the meeting officially ended at 3:24 p.m. when the committee broke quorum at 3:24.

Submitted by: _____
Glenda Blackmon Johnson, RWPC Manager Date _____

Draft Certified by: _____
Justin M. Henry, RWPC Health Planner Date _____

Final Approval by: _____
Christopher Webb, Chair/ Karin Petties, Vice Chair Date _____

Due to COVID-19; until further notice
NEXT SCHEDULED MEETING
September 15, 2020 2:00 PM
Will be held via TELE-CONFERENCE
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX