## 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

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 Wel | bb or Karin Petties |
|-------|---|-----------------|---------------------|
| II.   | Certification of Quorum   | Christopher Wel | bb or Karin Petties |
| III.  | Introductions/Announcements   | Christopher We  | bb or Karin Petties |
| IV.   | Approval of the August 18, 2020 Minutes                                   |                 | Action Item         |
| V.    | Office of Support Report  • RWPC Membership Representation and Reflective | eness           | Discussion Item     |
| VI.   | Consumer Leadership Workshop Recommendation to                            | o 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 We  | bb 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

### **Needs Assessment Committee**

#### Tuesday, August 18, 2020 Meeting Minutes

<u>Charge:</u> 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.

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|--|---------------------------------------|---|----------------------|--|--|--|--|--|
| MEMBERS PRESENT  |                                       |   |                      |  |  |  |  |  |
| Lionel Hillard   | John Dornheit                         | n | Helen E. Turner      |  |  |  |  |  |
| Christopher Webb, Chair  | Hosea Crowel                          |   | Shirley Rivers       |  |  |  |  |  |
| Karin Petties, Vice Chair  |                                       |   |                      |  |  |  |  |  |
| MEMBERS ABSENT   |                                       |   |                      |  |  |  |  |  |
| Kendra Tevis   | Gary Benecke                          |   | Amanda S. Evans M.D. |  |  |  |  |  |
| Donna Wilson   | Jacobi Hunter-Wright                  |   | Linda Freeman        |  |  |  |  |  |
| RWPC STAFF PRESENT   |                                       |   |                      |  |  |  |  |  |
| Justin M. Henry, RWPC Planner  | Glenda Blackmon-Johnson, RWPC Manager |   |                      |  |  |  |  |  |

GRANTS MANAGEMENT STAFF PRESENT

David Kim, Program Monitor

| OTHERS PRESENT           |                            |                            |  |  |  |  |
|--------------------------|----------------------------|----------------------------|--|--|--|--|
| Miranda Grant, AIN       | Dwight Harry, ASD          | Chrissy Gilliam, DCHHS EHE |  |  |  |  |
| Latonjala Moffat         | Dominick Taylor, DCHHS EHE | Pamela Green, Prism Health |  |  |  |  |
| Donaija Moore, DCHHS EHE | Phannie                    | Kellie Norcott, PHHS       |  |  |  |  |

- I. <u>Call to Order:</u> Christopher Webb, Needs Assessment Chair, opened the meeting at 2:08 p.m.
- **II.** <u>Certification of Quorum:</u> Quorum was established by Christopher Webb and certified by Glenda Blackmon Johnson, RWPC Manager.
  - a. GoToMeeting-Housekeeping rules:
    - Mute volume unless speaking
    - Vote in the chat box for recording keeping
    - Identify yourself before speaking

#### **III.** Introductions/Announcements:

- a. Fast Track Cities Meeting reconvened at 6:00 on 8/18/2020 on the Microsoft Teams platform.
- b. Thursday August 20, 2020 the Southern AIDS Coalition to host the Southern HIV Awareness day. See the Texas Syndicate website for more information.
- IV. Approval of July 21, 2020 Meeting Minutes: The motion to approve the Needs Assessment Committee minutes was made by Lionel Hillard; seconded by Hosea Crowell. The motion passed unanimously.
- V. Office of Support: No change with the Needs Assessment Committee membership = 12 members and 13 vacancies; RWPC membership = 24 members and 50% non-aligned members. Donna Wilson submitted a formal leave request.
- VI. Needs Assessment Recommendation Chart Review and Update: Karin Petties, vice chair conducted a formal reintroduction of the Needs Assessment Committee's updated Chart that they work with to track ongoing recommendations and actions taken responding to the 2020 Comprehensive Needs Assessment. The Chart serves as a living document to develop goals and to track accomplishments; also to gage priority focus on needs. She highlighted the columns titles, the 2019 concerns and excerpts from the 2019 Needs Assessment Report that were formulated into action steps and recommendations which include Stigma, MSM and Trans populations, categories in which the entities were funded and notation of interest with the transgender and youth populations; specified leads for the projects; Karin made a request for members to review the criteria within the chart and to bring their thoughts and

Needs Assessment Committee Meeting U:\Coordinator-a\~Needs Assessment~\8.18.2020

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 Transclinic 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 24<sup>th</sup> 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.** <u>Community Conversations Next Steps:</u> The chair indicated that the committee is not prepared to address the topics. *African American Women*; *Transgender*.
  - XI. <u>New Business:</u> 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.

| <i>Submitted by:</i>                               |      |  |
|--|------|--|
| 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

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Dallas County Health and Human Services Building

2377 N. Stemmons Freeway, Dallas, TX

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