

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

June 19, 2022

2:00 p.m.

- | | | |
|---|---|--------------------|
| I. Call to Order | John Dornheim, Chair, or Helen Zimba, RWPC Vice-Chair | |
| II. Certification of Quorum | John Dornheim, Chair, or Helen Zimba, RWPC Vice-Chair | |
| III. Introductions/Announcements | John Dornheim, Chair, or Helen Zimba, RWPC Vice-Chair | |
| IV. Approval of the June 15, 2022, Minutes | | Action Item |
| V. Office of Support Report | | |
| • RWPC Membership Representation and Reflectiveness | | Discussion Item |
| VI. Status Neutral Care Continuum Mini Workshop | | Discussion Item |
| VII. EHE Updates
Miranda Grant | | Discussion Item |
| VIII. New Business | | |
| IX. Adjournment | John Dornheim, Chair, or Helen Zimba, RWPC Vice-Chair | |

**Due to COVID-19
Until Further Notice
NEXT SCHEDULED MEETING
Tuesday, August 16, 2022, 2:00 PM
Will be held via TELE-CONFERENCE**

Ryan White Planning Council of the Dallas Area
Office of Support

Memorandum

To: Members and Liaisons, Needs Assessment
Committee

From: RWPC Support Staff

Date: July 12, 2022

Re: Meeting Announcement

Please note that there will be a:
Needs Assessment Committee Meeting
Tuesday, July 19, 2022, 2:00 p.m.
Please join from your computer, tablet or smartphone.
[Teleconference/gotomeeting.com](https://www.zoom.us/j/9131111111)
Dallas, Texas 75207

Attached, please find the meeting packet for your review. Committee members, if you are unable to attend this meeting, please notify the RWPC Office of Support at (214) 819-1840 on or before Monday, July 18, 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 M. Henry, Grants Manager - Programmatic
Wanda Scott, Grants Manager - Fiscal
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
Anthony Delgiorno, Program Monitor
Kofi Bissah, ADAP Liasion
Jasmine Sanders, RWPC Health Planner
Logane Brazile, RWPC Office of Support
Building Security

Needs Assessment Committee

Tuesday, June 21, 2022, Meeting Minutes

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.

MEMBERS PRESENT

Helen Turner
Kevin Chadwin Davis
Donna Wilson
Jonathan Ford

La'Paul Fulsom
Nisa Ortiz
Sattie Nyachwaya

John Dornheim, **Chair**
Lionel Hillard
Dan Nguyen

MEMBERS ABSENT

Hosea Crowell
Linda Freeman

Chris Walker
Miranda Grant

Amanda S. Evans, M.D.

RWPC STAFF PRESENT

Logane Brazile
RWPC Office of Support

Jasmine Sanders
RWPC Office of Support

Glenda Blackmon-Johnson
RWPC Office of Support

GRANTS MANAGEMENT STAFF PRESENT

Sonya Hughes, AA

Justin Henry, GM

OTHERS PRESENT

AJ Johnson, Dallas County
Astrid Edison, AHF/AIN

Piper Duarte, PHHS

Kofi Bissah, ADAP

- I. **Call to Order:** John Dornheim, Chair, opened the meeting at 2:00 p.m. and called the meeting to order at 2:05 p.m.
- II. **Certification of Quorum:** Quorum was established by John Dornheim, Chair, and certified by Logane Brazile, RWPC Coordinator.
- III. **Introductions/Announcements:** Helen Turner announced July 11, 2022, will be the last day to submit any comments/suggestions for changes regarding DSHS and the Texas Medication Advisory Board policy.
- IV. **Approval of May 17, 2022, Meeting Minutes:** The motion to approve the Needs Assessment Committee minutes was made by Helen Turner, and seconded by Kevin Chadwin Davis. The motion passed.
- V. **Office of Support:** The Needs Assessment Committee membership = 25 seats; 15 members and 10 vacancies; RWPC membership = 33 seats; 23 members and 46% non-aligned members.
- VI. **FY 2022 Needs Assessment Strategic Planning:** Glenda Blackmon-Johnson, Office of Support, reported the revision provided by Nancy Rodriguez, Purchasing Department, stating that the contract would be brought to Commissioner's Court on August 16, 2022, for approval. For now, the committee will formulate ideas/suggestions to bring forth to the vendor once integrated with the committee.
Concerns were brought forth by committee members regarding strategies to increase the level of engagement and comprehensiveness within the community for the upcoming Needs Assessment.
- VII. **EHE Updates:** None.
- VIII. **New Business:** John Dornheim, Chair, initiated discussion regarding the new building proposal for the Planning Council and support staff. The new space would be on the 4th floor of 1300 W Mockingbird Lane, Dallas, TX. Commentaries made by members and interested parties are as follows:
 - *Could area stakeholders assist with meeting space, making it more accessible for consumers to participate?*
 - *Is there a different meeting space at the Human Services Bldg.?*
 - *DART extended route times out for 31 of 97 routes, increasing wait times between bus services*
 - *Are all DCHHS services moving or just RWPC?*
 - *Is this the new location for RWPC only?*
 - *Using the crosswalk with increasingly heavy traffic could present challenges*
 - *Discretion is limited with the security sign-in sheet located at the front desk used to track visitors*
 - *Planning Council leadership involvement in building change*

- Familiarity/Bus route changes
- Stemmons Fwy location is a one-stop shop environment for consumer

IX. **Adjournment:** John Dornheim called for a motion to adjourn. Helen Turner made the motion. Lionel Hillard seconded the motion. The motion passed unanimously. The meeting was adjourned at 2:46 p.m.

Submitted by:  _____ Date _____
 Logane Brazile, RWPC Office of Support

Draft Certified by: Jasmine Sanders _____ Date _____
 Jasmine Sanders, RWPC Office of Support

Final Approval by: John W. Dornheim _____ Date _____
 John W. Dornheim (Jun 23, 2022 15:00 CDT)
 John Dornheim, Chair

Due to COVID-19; until further notice

NEXT SCHEDULED MEETING

July 19, 2022, 2:00 p.m.

Will be held via TELE-CONFERENCE

Dallas County Health and Human Services Building

2377 N. Stemmons Freeway, Dallas, TX

Signature: glenda Blackmon Johnson
glenda Blackmon Johnson (Jun 23, 2022 17:19 CDT)

Email: gblackmonjohnson@dallascounty.org